



சுருக்கம்

நகர்ப்புற வளர்ச்சி - சென்னை பெருநகர் வளர்ச்சிக் குழுமம் - சென்னை பெருநகர் வளர்ச்சி குழுமத்தின் மறுசீரமைக்கப்பட்ட பணியாளர் கட்டமைப்புக்கு ஒப்புதல் அளித்து ஆணை வெளியிடப்படுகிறது.

வீட்டுவசதி (ம) நகர்ப்புற வளர்ச்சித் (ந.வ.3(2)) துறை

அரசாணை(நிலை) எண்.130

நாள் 15.07.2024

குரோதி வருடம் ஆனித்திங்கள் 31,

திருவள்ளூர் ஆண்டு 2055

படிக்கப்பட்டது

1. அரசாணை (நிலை) எண்.262, வீட்டுவசதி மற்றும் நகர்ப்புற வளர்ச்சித் துறை, நாள் 16.12.2022.
2. உறுப்பினர் செயலர், சென்னை பெருநகர் வளர்ச்சிக் குழுமம் அவர்களின் கடித எண். E1/3790/2022, நாட்கள் 02.02.2023, 09.05.2023 மற்றும் 11.10.2023.

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ஆணை:

மேலே ஒன்றில் படிக்கப்பட்ட அரசாணையில் சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தின் பணி ஒழுங்குமுறைகளுக்கு அரசு ஒப்புதல் அளித்துள்ளது.

2. மேலே இரண்டில் படிக்கப்பட்ட கடிதத்தில் சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தின் உறுப்பினர் செயலர் கீழ்க்கண்டவாறு தெரிவித்துள்ளார்:-

- (i) சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தின் பணி ஒழுங்குமுறைகள், 2022-இன் படி, சில பணியிடங்களை உருவாக்கவும், சில பணியிடங்களை இணைக்கவும் மற்றும்

சில பணியிடங்களை ஒப்படைக்கவும் அதன்படி மறுசீரமைக்கப்பட்ட முழு பணியாளர் கட்டமைப்பு முறைக்கு அரசின் ஒப்புதல் வேண்டியுள்ளார்.

- (ii) புதிய பதவிகளை உருவாக்குவதற்கான காரணங்களை சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தின் உறுப்பினர் செயலர் அவர்கள் மேலே இரண்டில் படிக்கப்பட்ட கடிதத்தில் பின்வருமாறு தெரிவித்துள்ளார்.

(அ) சென்னைப் பெருநகரப் பகுதி எல்லை 1189 ச.கி.மீ-லிருந்து செங்கல்பட்டு, காஞ்சிபுரம், ராணிப்பேட்டை மாவட்டத்தின் அரக்கோணம் தாலுகா மற்றும் திருவள்ளூர் மாவட்டத்தில் உள்ள 1225 கிராமங்களைச் சேர்த்து, 5904 சதுர கி.மீட்டராக நீட்டிக்கப்பட்டதன் விளைவாகவும், முழுமை திட்ட பிரிவு, பரப்பு திட்டப் பிரிவு, கணினிப் பிரிவு மற்றும் இதர பிரிவுகளை வலுப்படுத்துவது மிகவும் அவசியம் எனவும், முழுமைத் திட்டம் மற்றும் அதன் செயலாக்கம், திட்ட அனுமதி வழங்குதல் மற்றும் விரிவாக்கப்பட்ட சென்னைப் பெருநகரப் பகுதியில் உள்கட்டமைப்பை மேம்படுத்துதல் போன்ற முக்கிய செயல்பாடுகளைச் செய்வதற்காகவும் பல புதிய பணியிடங்களை உருவாக்க வேண்டும் என தெரிவித்துள்ளார். சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தில் பல்வேறு பிரிவுகளில் உள்ள பணியிடங்களின் விவரங்கள், உருவாக்க முன்மொழியப்பட்ட பணியிடங்கள் மற்றும் இப்பணியிடங்களை உருவாக்குவதற்கான காரணங்களையும் குறிப்பிட்டுள்ளார்.

(ஆ) மேற்சொன்னவாறு பணியின் அளவைக் கருத்தில் கொண்டும், புதிதாக முன்மொழியப்பட்ட பணியிடங்களுக்கான காரணத்தை கருத்தில் கொண்டும், கீழே உள்ள அட்டவணையில் உள்ள பல்வேறு வகைகளில் 119 பணியிடங்களை உருவாக்குவதற்கு உறுப்பினர் செயலர், சென்னை பெருநகர் வளர்ச்சிக் குழுமம் அரசிடம் ஆணையினை கோரியுள்ளார்.

முன்மொழியப்பட்ட பணியாளர்களின் எண்ணிக்கையின் விவரங்கள் கீழே அட்டவணைப்படுத்தப்பட்டுள்ளன:

வ.எண்	விளக்கம்	பணியிடங்களின் எண்ணிக்கை
1	மொத்த அனுமதிக்கப்பட்ட பணியிடம்	803*
2	Less: இன்றைய தேதியின்படி ஒப்படைத்தல்	167**
	Sub Total	636
3	Add: புதிதாக உருவாக்கப்பட்டது	119
	மொத்தம்	755

* 808 - ஆரம்பத்தில் அனுமதிக்கப்பட்ட எண்ணிக்கை. குழுமத்தின் தீர்மானம் எண். 97/2022, நாள் 24.11.2022-இல், மறைமலை நகருக்கான நில எடுப்பு பிரிவின் பணியாளர்களை 31.08.2023-க்குப் பிறகு ஒப்புவிக்க சென்னை பெருநகர் வளர்ச்சிக் குழுமம் முடிவு செய்துள்ளது. எனவே மொத்த அனுமதிக்கப்பட்ட பணியிடம் 803 ஆகும்.

** ஒப்புவிக்க முன்மொழியப்பட்ட 167 பணியிடங்களில் 86 பணியிடங்கள் மட்டுமே பல்வேறு வகைகளில் உள்ளபடியான காலி பணியிடங்களுக்கு (Actual vacancies) எதிரான பணியிடங்கள். மீதமுள்ள 81 பணியிடங்களில் தற்போது பதவியில் இருப்பவர் பதவி உயர்வு பெறும்போது அல்லது பணியில் இருந்து ஓய்வு பெறும்போது இந்தப் பணியிடங்களில் உள்ளபடியான காலி பணியிடங்கள் (Actual vacancies) ஏற்படும் போது ஒப்புவிக்கலாம்.

வ.எண்	விளக்கம்	ரூபாயில்
1	பணியிடங்கள் உருவாக்குவதற்கான செலவு (ஓராண்டுக்கு)	7,89,91,056

வ.எண்	முன்மொழியப்பட்ட பணியிடங்களின் பெயர்	உருவாக்க உத்தேசிக்கப்பட்ட பணியிடங்களின் எண்ணிக்கை
1.	<u>திட்டமிடல் பணிகள்</u> - முதுநிலை திட்ட அமைப்பாளர் 4 - இளநிலை திட்ட அமைப்பாளர் 24 - திட்ட உதவியாளர் 31 - நில அளவையர் 28	
2.	<u>பொறியியல் பணிகள்</u> - தலைமை பொறியாளர் 1 - செயற்பொறியாளர் 1 - உதவி செயற்பொறியாளர் 1 - முதுநிலை வரைவாளர் 6 - உதவி வரைவாளர் 3	
3.	<u>தகவல் தொழில்நுட்ப பணிகள்</u> - உதவி கணினி பகுப்பாய்நர் 2 - உதவி கணினி பொறியாளர் 1 - கணினி இயக்குபவர் 6	
4.	<u>சட்ட பணிகள்</u> இளநிலை சட்ட அலுவலர் 2	
5.	<u>நிதி மற்றும் கணக்கு பணிகள்</u> கணக்கு அலுவலர் 2	
6.	<u>பொது பணிகள்</u> நிருவாக அலுவலர் 4	
7.	<u>தொழில்நுட்பம் அல்லாத துணை பணிகள்</u> தனி உதவியாளர் 3	
மொத்தம்		119

2	சேமிப்பு	
	(i) பணியிடங்கள் ஒப்படைப்பதால் சேமிக்கப்பட்ட தொகை (ஓராண்டுக்கு)	3,86,63,568 3,80,17,368
	(ii) பதவியில் இளையவராக இருப்பவரின் பதவி உயர்வு / ஓய்வுக்குப் பிறகு பணியிடங்கள் ஒப்படைப்பதால் சேமிக்கப்படும் தொகை	30,62,550
	(iii) CUMTAக்கான பிரதிநிதி பணியிடங்கள் & CUMTA இன் நிதியிலிருந்து ஊதியங்கள்	
	மொத்தம் 2 (i + ii + iii)	7,97,43,486
	Net Total Savings (1 - 2)	7,52,430

(இ) மேலே குறிப்பிட்ட 119 பணியிடங்களை உருவாக்குவதற்கான மொத்த செலவு ரூ.7,89,91,056/- சென்னை பெருநகர் வளர்ச்சிக் குழும நிதியில் இருந்து ஈடுசெய்யப்படும் எனவும் மேலும் இந்தப் பணியிடங்கள் அனைத்தையும் நிரந்தரமாக உருவாக்க அரசிடம் ஆணை கோரப்பட்டுள்ளது எனவும், மேலே குறிப்பிட்ட 167 பணியிடங்கள் ஒப்படைப்பு செய்வதன் மூலம், பதவியில் இளையவராக இருப்பவரின் பதவி உயர்வு / ஓய்வுக்குப் பிறகு பணியிடங்கள் ஒப்படைப்பு செய்வதன் மூலம் மற்றும் சில பதவிகளுக்கு சென்னை ஒருங்கிணைந்த பெருநகர போக்குவரத்துக் குழுமத்தின் நிதியில் இருந்து கிடைக்கும் ஊதியத்தால் ரூ.7,52,430/- சேமிக்கப்படும் எனவும் சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தின் உறுப்பினர் செயலர் தெரிவித்துள்ளார்.

3. உறுப்பினர் செயலர், சென்னை பெருநகர் வளர்ச்சிக் குழுமம் அவர்களின் செயற்குறிப்பினை அரசு நன்கு ஆய்வு செய்தது. அரசாணை (நிலை) எண்.262, வீட்டுவசதி மற்றும் நகர்ப்புற வளர்ச்சித்துறை, நாள் 16.12.2022-இல் சென்னை பெருநகர் வளர்ச்சி குழுமத்தின் பணி ஒழுங்குமுறைகள், 2022-இன் படி சென்னை பெருநகர் வளர்ச்சிக்

குழுமத்தின் பணியாளர் கட்டமைப்பை மறுசீரமைக்கும் பொருட்டு இணைப்பு-I-இல் குறிப்பிட்டுள்ள சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தின் 86 பணியிடங்களை தற்போது பதவியில் இருப்பவர் பதவி உயர்வு பெறும்போது அல்லது பணியில் இருந்து ஓய்வு பெறும்போது இந்தப் பணியிடங்களில் உள்ளபடியான காலி பணியிடங்கள் (Actual vacancies) ஏற்படும் போது ஒப்புவிப்பு செய்வதற்கும், இணைப்பு-II-இல் குறிப்பிட்டுள்ள 59 புதிய பணியிடங்களை தோற்றுவிப்பதற்கு அனுமதி அளித்தும் இணைப்பு-III-இல் உள்ளவாறு சென்னை பெருநகர் வளர்ச்சி குழுமத்தின் மறுசீரமைக்கப்பட்ட பணியாளர் கட்டமைப்புக்கு ஒப்புதல் அளித்தும் அரசு ஆணையிடுகிறது.

4. சென்னை பெருநகர் வளர்ச்சிக் குழுமத்தின் உறுப்பினர் செயலர் அவர்கள் இது குறித்து தக்க நடவடிக்கை எடுக்குமாறு கேட்டுக்கொள்ளப்படுகிறது.

5. இவ்வரசாணை, நிதித்துறை இ.கோப்பு/நிதி(BPE)/2023. நாள் 02.12.2023 ஒப்புதலுடன் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

காகர்லா உஷா

அரசு முதன்மைச் செயலாளர்.

பெறுநர்

உறுப்பினர் செயலர்,

சென்னை பெருநகர் வளர்ச்சிக் குழுமம்,

சென்னை-8.

நகல்:

மாண்புமிகு முதலமைச்சர் அலுவலகம், சென்னை-9.

அமைச்சர் இந்து சமயம் மற்றும் அறநிலையங்கள்

அவர்களின் முதுநிலை நேர்முக உதவியாளர்,

சென்னை-9.

அமைச்சர் (நிதி மற்றும் மனிதவளமேலாண்மை)

அவர்களின் முதுநிலை நேர்முக உதவியாளர்,

சென்னை-9

அரசு முதன்மைச் செயலரின் தனிச்செயலாளர்,
வீட்டுவசதி மற்றும் நகர்ப்புற வளர்ச்சித் துறை,
தலைமைச் செயலகம், சென்னை-9.
நிதி(வீட்டுவசதி)த் துறை,
தலைமைச் செயலகம், சென்னை-9.
இருப்புக்கோப்பு /உதிரிநகல்.

//ஆணைப்படி அனுப்பப்படுகிறது//

உ. சண்முகம்
15/08/24
பிரிவு அலுவலர்.

சண்முகம்
15/7/24

Verified  RealEstate™

அரசாணை(நிலை) எண். 130, வீட்டுவசதி (ம)நகர்ப்புற வளர்ச்சித் (ந.வ.3(2))

துறை, நாள் 15.07.2024

இணைப்பு-I

ஒப்பிவிப்பு பணியிடங்களின் எண்ணிக்கை

வ.எண்	பதவியின் பெயர்	ஒப்பிவிப்பு பணியிடங்களின் எண்ணிக்கை
1.	திட்ட உதவியாளர் நிலை.III (Planning Assistant Gr. III)	10
2.	திட்ட உதவியாளர் நிலை.IV (Planning Assistant Gr.IV)	12
3.	சட்ட அலுவலர் நிலை.I	1
4.	சட்ட அலுவலர் நிலை.II	1
5.	முதுநிலை உடைமை அலுவலர் (Senior Estate Officer)	1
6.	முதன்மை கணக்கு அலுவலர்	2
7.	இளநிலை கணக்கு அலுவலர்	1
8.	உதவி பொறியாளர்	2
9.	நிகழ்ச்சி திட்டமிடுபவர் (Programmer)	2
10.	வரைவாளர் நிலை.II	4
11.	வரைவாளர் நிலை.III	1
12.	கோட்ட கணக்காளர் (Divisional Accountant)	1
13.	தனிச் செயலர் (Private Secretary)	2
14.	நேர்முக எழுத்தர் (கருக்கம்) PC (Confdl)	1
15.	சமூக அலுவலர் (Community Officer)	5
16.	தொலைபேசி இயக்குபவர் (Telephone Operator)	2
17.	வரைபட நகல் எடுப்பவர் (Blue Print Operator)	6

18.	புகைப்படம் எடுப்பவர் (Photographer)	1
19.	இருளறை உதவியாளர் (Dark Room Assistant)	1
20.	பணி ஆய்வாளர் (Work Inspector)	6
21.	களப்பணியாளர் (Fieldman)	14
22.	செய்தி அனுப்புநர் (Messenger)	10
	மொத்தம்	86

இணைப்பு-II

புதிய பணியிடங்கள் உருவாக்கம்

வரிசை எண்.	பணியிடங்களின் பெயர்	புதிய பணியிடங்கள் உருவாக்கம்
1	முதுநிலை திட்ட அமைப்பாளர்	2
2.	இளநிலை திட்ட அமைப்பாளர்	12
3.	திட்ட உதவியாளர்	15
4.	நில அளவையர்	14
5.	தலைமை பொறியாளர்	1
6.	செயற் பொறியாளர்	1
7.	உதவி செயற் பொறியாளர்	1
8.	முதுநிலை வரைவாளர்	3
9.	உதவி வரைவாளர்	2
10.	உதவி கணினி பகுப்பாய்நர்	2
11.	உதவி கணினி பொறியாளர்	1
12.	கணினி இயக்குபவர்	3

13.	நிருவாக அலுவலர்	2
	மொத்தம்	59

இணைப்பு-III

மறு சீரமைப்பிற்குப் பின் பணியிடங்களின் எண்ணிக்கை

வ. எண்	பணியிடங்களின் பெயர்	ஒப்பளிக்கப்பட்ட பணியிடங்களின் எண்ணிக்கை	ஒப்புவிப்பு பணியிடங்களின் விவரம்	புதியதாக தோற்றுவிக்கப்படும் பணியிடங்கள் (பெயர் மாற்றம் செய்யப்பட்ட தற்போதைய பதவி)	மறு சீரமைப்பிற்கு பின் பணியிடங்களின் எண்ணிக்கை
I	பொதுப்பணிகள்				
	துணைத் தலைவர்	1	-	-	1
	உறுப்பினர் செயலர்	1	-	-	1
	முதன்மைச் செயல் அலுவலர்	1	-	-	1
	முதன்மை நிருவாக அலுவலர் /மாவட்ட வருவாய் அலுவலர் (I&SM)	1	-	-	1
	முதன்மை நிருவாக அலுவலர் /மாவட்ட வருவாய் அலுவலர் (KWMC)	1	-	-	1
	புள்ளியியல் அலுவலர்	1	-	-	1 (உதவி இயக்குநர் புள்ளியியல்)
	பொதுப் பணிகள் மொத்தம்	6	-	-	6
II	திட்டமிடல் மற்றும் திட்டமிடல் சார்நிலைப்பணிகள்				
	முதன்மைத் திட்ட அமைப்பாளர்	5	-	-	5

	முதுநிலைத் திட்ட அமைப்பாளர்	6	-	2	8
	துணை திட்ட அமைப்பாளர்	23	-	-	23
	உதவி திட்ட அமைப்பாளர்	41	-	-	41
	திட்ட உதவியாளர் (நிலை-I)	36	-	12 (இளநிலை திட்ட அமைப்பாளர்)	48
	திட்ட உதவியாளர் (நிலை-II)	44	-	15 (திட்ட உதவியாளர்)	59
	திட்ட உதவியாளர் (நிலை-III)	30	10	-	* 20
	திட்ட உதவியாளர் (நிலை-IV)	45	12	-	* 33
	நில அளவையர்	1	-	14	15
	திட்டமிடல் மற்றும் திட்டமிடல் சார்நிலைப்பணிகள் மொத்தம்	231	22	43	252
III	பொறியாளர் மற்றும் பொறியாளர் சார்நிலைப்பணிகள்				
	தலைமை பொறியாளர்	-	-	1	1
	கண்காணிப்பு பொறியாளர்	2	-	-	2
	செயற் பொறியாளர்	3	-	1	4
	உதவி செயற் பொறியாளர்	6	-	1	7
	உதவி பொறியாளர்	19	2	-	17

	வரைவாளர் நிலை I	4	-	3 (முதுநிலை வரைவாளர்)	7
	வரைவாளர் நிலை II	6	4	-	* 2
	வரைவாளர் நிலை III	4	1	-	* 3
	உதவி வரைவாளர்	7	-	2	9
	பொறியாளர் மற்றும் பொறியாளர் சார்நிலைப்பணிகள் மொத்தம்	51	7	8	52
IV	தகவல் தொழில்நுட்ப பணிகள்				
	கணினி பகுப்பாய்நர்	1	-	-	1
	உதவி கணினி பகுப்பாய்நர்	-	-	2	2
	உதவி கணினி பொறியாளர்	-	-	1	1
	நிகழ்ச்சித் திட்டமிடுபவர் (Programmer)	2	2	-	0
	கணினி இயக்குபவர்	-	-	3	3
	தகவல் தொழில்நுட்ப பணிகள் மொத்தம்	3	2	6	7
V	சட்டப்பணிகள்				
	முதுநிலை சட்ட அலுவலர்	1	0	-	1
	சட்ட அலுவலர் நிலை I	1	1	-	0

	சட்ட அலுவலர் நிலை II	1	1	-	0
	சட்டப்பணிகள் மொத்தம்	3	2	-	1
VI	நிதி (ம) கணக்காளர் பணிகள்				
	துணை நிதி பகுப்பாய்நர்	1	-	-	1
	பட்டய கணக்காளர்	1	-	-	1 (நிதி ஆலோசகர்)
	முதன்மை கணக்கு அலுவலர்	2	2	-	0
	முதுநிலை கணக்கு அலுவலர்	2	-	-	2 (கணக்கு அலுவலர்)
	கணக்கு அலுவலர்(பணிகள்)	1	-	-	1
	இளநிலை கணக்கு அலுவலர்	1	1	-	0
	கணக்காளர்	3	-	-	3
	கோட்டக் கணக்காளர்	5	1	-	4 (கணக்காளர்)
	நிதி (ம) கணக்காளர் பணிகள் மொத்தம்	16	4	-	12
VII	தொழில்நுட்பம் சார்பு பணிகள்/சார்நிலை அமைச்சுப்பணிகள்				
	வட்டாட்சியர்	8	-	-	8
	துணை நில ஆய்வாளர்	1	0	0	1

	முதுநிலை/உதவி நிலை வருவாய் ஆய்வாளர்	5	0	0	5
	மக்கள் தொடர்பு அலுவலர்	1	-	-	1
	நிருவாக அலுவலர்	1	-	2	3 (நிர்வாகம்/ உடைமை/ பட்டியல்/ கட்டுமானம் மற்றும் குறை தீர்க்கும் அலுவலர்)
	முதுநிலை உடைமை அலுவலர்	1	1	-	0
	பணி மேலாளர்/ உடைமை அலுவலர் (3+1)	4	-	-	* 4
	குறைதீர்க்கும் அலுவலர்	1	-	-	* 1
	கண்காணிப்பாளர்	22	-	-	22
	தனிச் செயலர்	2	2	-	0
	நேர்முக எழுத்தர் (மந்தனம்)	1	1	-	0
	சுருக்கெழுத்து தட்டச்சர் நிலை I	7	-	-	7
	சுருக்கெழுத்து தட்டச்சர் நிலை II	11	-	-	11
	சுருக்கெழுத்து தட்டச்சர் நிலை III	25	-	-	25
	சமுதாய அலுவலர்	5	5	-	0
	உதவியாளர்+ தட்டச்சர் நிலை-I (76+4)	80	-	உதவியாளர்	80

	இளநிலை உதவியாளர் மற்றும் தட்டச்சர் (45+22)	67	-	-	67
	ஓட்டுநர்	36	-	-	36
	பதிவுறு உதவியாளர்	3	-	-	3
	பதிவுறு எழுத்தர்	14	-	-	14
	பணி ஆய்வாளர்	10	6	-	* 4
	களப்பணியாளர்	27	14	-	* 13
	செய்தியாளர் (in lieu of cash ஒப்படைப்பு-70 நிலுவை-10 வைக்கப்பட்டுள்ளது)	140	10	-	130 (பல்நோக்கு பணியாளர்)
	தொழில்நுட்பம் சாராப் பணிகள்/சார்நிலை அமைச்சுப்பணிகள் மொத்தம்	472	39	2	435
VIII	பல்வேறு பணிகள்				
	நூலகர்	1	-	-	1
	தொலைபேசி இயக்குபவர்	2	2	-	0
	வரைபட நகல் எடுப்பவர்	6	6	-	0
	புகைப்படம் எடுப்பவர்	1	1	-	0
	இருளறை உதவியாளர்	1	1	-	0
	மின்வினைஞர் (எலக்ட்ரீஷியன்)	1	-	-	* 1

பாதுகாவலர்	9	-	-	9
பல்வேறு பணிகள் மொத்தம்	21	10	-	11
மொத்தம்	803	86	59	776

* மேற்காணும் பணியிடங்கள், தற்போது பதவியில் இருப்பவர் பதவி உயர்வு பெறும்போது அல்லது பணியிலிருந்து ஓய்வு பெறும்போது இந்த பணியிடங்களில் உள்ளபடியாக காலிப்பணியிடங்கள் (Actual vacancies) ஏற்படும் போது ஒப்புவிக்கலாம்.

காகர்லா உஷா
அரசு முதன்மைச் செயலாளர்.

//உண்மை நகல்//

15/07/24
பிரிவு அலுவலர்.

15/7/24

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ABSTRACT

Chennai Metropolitan Development Authority - Service Regulations for
Chennai Metropolitan Development Authority - Approved - Orders -
Issued.

HOUSING AND URBAN DEVELOPMENT [UD3(2)] DEPARTMENT

G.O.(Ms.) No.262

Dated: 16.12.2022.

சுபகிருது வருடம், மார்கழி-01.
திருவள்ளூர் ஆண்டு 2053.

Read:

1. G.O.(Ms.) No.210, Housing and Urban Development Department, Dated 26.02.1980.
2. From the Member-Secretary, Chennai Metropolitan Development Authority, Chennai-8, Letter No.E1/32890/1992, Dated 13.05.2022.

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ORDER:

In the Government Order first read above, the Government have approved the Madras Metropolitan Development Authority Service Regulations, 1980.

2. In the letter second read above, among others the Member-Secretary, Chennai Metropolitan Development Authority has requested the Government to approve the draft Chennai Metropolitan Development Authority Service Regulations, 2022 under section 124(1) of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 32 of 1972) in respect of the officers and employees of the said planning Authority.

3. The Government after careful examination have decided to accept the proposal of the Member Secretary, Chennai Metropolitan Development Authority on para 2 above. Accordingly, under sub-section (1) of section 124 of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972), the Governor of Tamil Nadu hereby approve the draft Chennai Metropolitan Development Authority Service Regulations, 2022 as appended to this order.

(BY ORDER OF THE GOVERNOR)

APOORVA,
PRINCIPAL SECRETARY TO GOVERNMENT.

To
The Member-Secretary,
Chennai Metropolitan Development Authority,
No.1, Gandhi-Irwin Road, Chennai - 600 008.

Copy to:

The Director of Town and Country Planning,
Chennai – 600 107.

Finance (BPE) Department, Chennai – 600 009.

Law Department, Chennai – 600 009.

Stock File/Spare Copy.

//FORWARDED / BY ORDER//



SECTION OFFICER.

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APPENDIX

In exercise of the powers conferred by sub-section (1) of section 124 of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972) and in supersession of the Madras Metropolitan Development Authority Service Regulations, 1980, the Chennai Metropolitan Development Authority (CMDA) with the previous approval of the Governor of Tamil Nadu hereby makes the following regulations in respect of the officers and employees of the said planning Authority:-

SECTION - I - GENERAL REGULATIONS

1. Short title and Commencement.- (i) These regulations may be called the Chennai Metropolitan Development Authority Service Regulations, 2022.

(ii) They shall come into force on and from 01.01.2023.

2. Application.- (i) These regulations shall apply to all the employees of the Authority other than persons employed on part time, honorary, ex-officio or on casual basis:

Provided that in so far as persons employed on contract or deputation basis are concerned, these regulations shall apply to the extent that the terms and conditions of such contract or deputation are not inconsistent with these regulations

(ii) In the case of any doubt, ambiguity or dispute about the applicability or the intention of these regulations, the decision of the Authority shall be final and binding. However, the Authority may consult the Government.

(iii) The Authority may with the previous sanction of the Government, exempt wholly or in part from the operation of these regulations, the holder of any post or the holders of any class or category of posts.

3. Definitions.- In these regulations, unless the context otherwise requires.-

- a) "Act" means the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972);
- b) "AFC" means the Administrative and Finance Committee set up by the Authority with Vice-Chairman, Chennai Metropolitan Development Authority as the Chairman, Principal Secretary/Secretary to Government, Housing and Urban Development Department, Principal Secretary/Secretary to Government, Finance Department; Commissioner/Director of Town and Country Planning and Member-Secretary, Chennai Metropolitan Development

Authority as its members;

- c) "Appointing Authority" means the Authority specified as such for different classes of posts in these regulations;
- d) "Authority" means the Chennai Metropolitan Development Authority.
- e) "Chairman" means the Chairman of the Authority.
- f) "Competent Authority" means the authority to whom such powers has been delegated by the Authority or Government.
- g) "Division" means a division in the office where particular nature of work discharged with required number of personnel.
- h) "Employee" means any person appointed to any post under the Authority whether on a permanent, regular, temporary basis;
- i) "Government" means the Government of Tamil Nadu;
- j) "Member-Secretary" means the Member-Secretary of the Authority.
- k) "Selection Committee" means a committee constituted by the Authority from time to time to prepare a panel of persons qualified for promotion or for direct recruitment or for recruitment by transfer to various posts in the Authority.
- l) "Unit" means combination of more than one division.
- m) "Vice-Chairman" means the Vice-Chairman of the Authority.

4. Appointed to a Service.- A person is said to be 'appointed to a service' when in accordance with these regulations or in accordance with the regulations applicable at the time, as the case may be, he discharges, for the first time the duties of a post borne on the cadre of such service or commences the probation, instruction or training, if any, prescribed for members thereof.

5. Approved Probationer.- 'Approved Probationer' in any class or category in a service means a member of that class or category who has satisfactorily completed his probation and has been declared as such and awaits appointment as a full member of such class or category in the service.

6. Diploma or Degree or Master's Degree in Planning.- (1) In cases where the regulations prescribe a degree or diploma as a qualification, then- (a) a diploma obtained, after completion of S.S.L.C or Higher Secondary Course [10+3 (3 years Diploma)] or [10+2+2 (Lateral Entry)]; or

(b) a degree obtained, after completion of S.S.L.C and Higher Secondary Course (10+2+3 or more); or

(c) a post-graduate degree obtained, after completion of S.S.L.C., Higher Secondary Course and a degree from any Universities or

Institutions recognized by the University Grants Commission shall be recognized as the qualification;

(2) In cases where the regulations prescribe Master's degree as a qualification, then the Master's degree in the field of Town and Country Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grant Commission or AICTE such as MTP, M.Plan, shall be recognized as the qualification;

(3) M.Plan will include specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, Master of City Planning (MCP), Master of Urban and Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech. (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning.

7. Discharge of a member of a service.- 'Discharge of a member of a service' means dispensing with his services for want of a vacancy. Probationer, approved Probationers and full members shall be discharged for want of vacancies in the order of juniority.

8. Duty.- A person is said to be 'on duty' as a member of the Authority's service,

- (a) when he is performing the duties of a post borne on the cadre of such service or is undergoing the probation, instruction or training prescribed by the Authority for such service; or
- (b) when he is on deputation in any organization or body; or
- (c) when he is on joining time; or
- (d) when he is absent from duty on authorized holidays or on casual leave taken in accordance with the instructions regulating such leave issued by the Authority having been on duty immediately before and immediately after such absence.

9. Full Member.- 'Full Member' means a member of a service who has been appointed substantively to a permanent post borne on the cadre thereof.

10. General conditions relating to appointment.- (a) Every person eligible for appointment in the Authority.-

- (i) shall be a citizen of India;
- (ii) shall have such character and antecedents as in the opinion of the Authority are not objectionable; and
- (iii) shall not have more than one wife living or if such person is a woman, shall not be married to any person who has another wife living.

(b) Every person recruited directly shall compulsorily pass Tamil Language Qualifying Paper [SSLC Standard] with minimum 40% of marks and the other test papers of individuals who have not

passed the Tamil Language Qualifying paper shall not be considered for evaluation.

11. Classification of Posts.- The posts under the Authority shall be classified into different groups as 'A', 'B', 'C' and 'D' as in the Government Departments from time to time.

12. Creation/Upgradation of Posts.- Creation/Upgradation of all the posts in the Authority shall be made with prior sanction of the Government.

13. Selection Committees, Approval Authority and the Appointing Authority.- (1) Selection Committee, Approval Authority and the Appointing Authority for General Service posts shall be as follows:-

Sl. No.	Post	Selection Committee	Approval Authority	Appointing Authority
i)	Vice Chairman	cadre post cadre post cadre post		
ii)	Member-Secretary			
iii)	Chief Executive Officer			
iv)	Administrative Officer Rs.59300-187700 (Level-25)	Member Secretary, Chief Executive Officer, Chief Planner-I	Vice-Chairman	Member-Secretary

(2) Selection Committee, Approval Authority and the Appointing Authority for Planning Service posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Chief Planner Rs.125200-219800 (Level-31)	A	AFC	Authority	Government
ii)	Senior Planner Rs.123100-215900 (Level-28)	A	AFC	Authority	Government
iii)	Deputy Planner Rs.59300- 187700 (Level-25) and Assistant Planner Rs.56100-177500 (Level-22)	A	Member Secretary, Chief Executive Officer, Chief Planner-I, Director of Town and Country Planning	Authority	Vice-Chairman

(3) Selection Committee, Approval Authority and Appointing Authority for Planning Subordinate Service posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Junior Planner Rs.37700-119500(Level-20) and	B	Chief Executive Officer, Chief Planner-I, Senior Planner-I,	Vice-Chairman	Member-Secretary

	Planning Assistant Rs.35900-113500(Level-13)		Administrative Officer		
ii)	Surveyor Rs.20600-65500(Level-10)	C	Senior Planner-I, Deputy Planner-I, Administrative Officer	Member-Secretary	Member-Secretary

(4) Selection Committee, Approval Authority and Appointing Authority for Engineering Service Posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Chief Engineer Rs.125200-219800 (Level-31)	A	AFC	Authority	Government
ii)	Superintending Engineer Rs.123100-215900 (Level-28)	A	AFC	Government	Authority
iii)	Executive Engineer Rs.59300-187700 (Level-25)	A	Member Secretary, Chief Executive Officer, Chief Planner, Superintending Engineer	Authority	Vice-Chairman
iv)	Assistant Executive Engineer Rs.56100-177500 (Level-22)			Authority	Vice-Chairman

(5) Selection Committee, Approval Authority and Appointing Authority for Engineering Subordinate Service Posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Assistant Engineer Rs.37700-119500(Level-20) Senior Draughtsman Rs.37700-119500(Level-20)	B	Chief Executive Officer, Superintending Engineer, Administrative Officer	Vice-Chairman	Member-Secretary
ii)	Assistant Draughtsman Rs.19500-62000 (Level-8)	C	Superintending Engineer, Executive Engineer, Administrative Officer	Member-Secretary	Member-Secretary

(6) Selection Committee, Approval Authority and Appointing Authority for Financial and Accounting Service Posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Financial Advisor Rs.123100-215900 (Level-28)	A	AFC	Authority	Government
ii)	Deputy Financial Analyst Rs.59300-187700 (Level-25)	A	Chief Executive Officer, Financial Advisor, Administrative Officer	Vice-Chairman	Member-Secretary

iii)	Accounts Officer/ Accounts Officer(Works) Rs.56900-180500 (Level-23)	B	Chief Executive Officer, Financial Advisor, Administrative Officer	Authority	Vice- Chairman
iv)	Accountant Rs.36900-116600 (Level-18)	B	Financial Advisor, Administrative Officer, Chief Executive Officer	Vice- Chairman	Member- Secretary

(7) Selection Committee, Approval Authority and Appointing Authority for Legal Service Posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Senior Law Officer Rs.123100-215900 (Level-28)	A	AFC	Government	Authority
ii)	Junior Law Officer Rs.59300-187700 (Level-25)	A	Member Secretary, Chief Executive Officer, Chief Planner	Vice Chairman	Member- Secretary

(8) Selection Committee Approval Authority and Appointing Authority for Ministerial Subordinate Service Posts shall be as follows:

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Personal Assistant Rs.56100-177500 (Level-22)	B	Administrative Officer, Chief Executive Officer	Vice- Chairman	Member- Secretary
ii)	Superintendent and Steno-Typist Grade I Rs.36900-116600 (Level-18)	B	Administrative Officer, Chief Executive Officer	Vice- Chairman	Member- Secretary
iii)	Assistant Rs.20600-65500 (Level-10)	C	Administrative Officer, Chief Executive Officer	Member- Secretary	Member- Secretary
iv)	Junior Assistant-Cum-Typist Rs.19500-62000 (Level-8)				
v)	Steno-Typist Grade II Rs.35400-112400(Level-11)				
vi)	Steno-Typist Grade III Rs.20600-65500 (Level-10)				
vii)	Driver Rs.19500-62000 (Level-8)				
viii)	Record Assistant Rs.19500- 62000 (Level-8)				
ix)	Record Clerk Rs.15900-50400 (Level-2)				

(9) Selection Committee, Approval Authority and Appointing Authority for Ministerial Basic Service Posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Multi Purpose Worker Rs.15700-50000 (Level-1)	D	Administrative Officer, Chief Executive Officer	Member-Secretary	Administrative Officer

(10) Selection Committee, Approval Authority and Appointing Authority for Miscellaneous Service Posts shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	Public Relations Officer Rs.56100-177500 (Level-22)	B	Chief Executive Officer, Chief Planner, Administrative Officer	Vice-Chairman	Member-Secretary
ii)	Assistant Director (Statistics) Rs.56100- 177500 (Level-22)	B	Chief Executive Officer, Chief Planner, Administrative Officer	Vice-Chairman	Member-Secretary
iii)	Librarian Rs.36200-114800 (Level-15)	C	Chief Executive Officer, Chief Planner, Administrative Officer	Vice-Chairman	Member-Secretary

(11) Selection Committee, Approval Authority and Appointing Authority for Information Technology Service (IT Wing) shall be as follows:-

Sl. No.	Post	Group	Selection Committee	Approval Authority	Appointing Authority
i)	System Analyst Rs.56100-177500 (Level-22)	B	Chief Executive Officer, Chief Planner, Administrative Officer.	Vice-Chairman	Member-Secretary
ii)	Assistant System Analyst Rs.37700-119500 (Level-20)	B	Chief Executive Officer, Chief Planner, Administrative Officer.	Vice-Chairman	Member-Secretary
iii)	Assistant System Engineer Rs.37700-119500 (Level-20)	B	Chief Executive Officer, Chief Planner, Administrative Officer.	Vice-Chairman	Member-Secretary
iv)	Computer Operator Rs.19500-62000 (Level-8)	C	Chief Executive Officer, Chief Planner, Administrative Officer.	Vice-Chairman	Member-Secretary

14. Mode of Recruitment:- Appointment to the posts under the Authority shall be made by one or more of the following methods, namely:-

- Direct recruitment;
- Promotion from a lower category in that service;
- Transfer from any other service of the Authority;
- Permanent absorption of persons on deputation to the service of the

Authority on such terms and conditions, as may be decided upon by the Authority with Prior approval of the Government; and

- v) By deputation of employees from the State Government or Central Government or State Public Sector Undertakings or other institutions, for such periods as may be decided upon by the appointing authority.

15. Direct Recruitment.-(1) Procedure for Direct Recruitment.- The Authority may request Tamil Nadu Public Service Commission, in Form-A as prescribed in the Tamil Nadu Public Service Commission Additional Functions Rules, 2022 to recruit candidates for appointment to posts while making direct recruitments except in respect of the post of Driver and the posts classified as Group D in the Tamil Nadu Government Servants (Conditions of Service) Act, 2016 (Tamil Nadu Act 14 of 2016). In case of non-availability of suitable persons from the feeder post for promotion/transfer of service, that rotation will be filled up by direct recruitment.

(2) Notification of Vacancies.- Vacancies for direct recruitment in respect of the post of Driver and the D group posts shall be filled up as directed by the Government from time to time. Direct recruitment for basic services shall be filled through local Employment Exchange and newspaper advertisements.

(3) Age Limit.- No person shall be eligible for appointment by direct recruitment if he has not completed 18 years of age on the first July of the year in which the vacancy is notified.

The upper age limit for various classes for appointment by direct recruitment is as below:

1. OC – 32 Years
2. BC, MBC – 34 Years
3. SC/ST – 37 Years

As and when the Government revise the age limit the same may be adopted for all categories.

(4) Minimum qualifications.- The Authority shall prescribe the educational, technical and other qualifications as well as previous experience necessary in respect of each new post or category at the time of sanction in consonance with Government rules.

(5) Verification of Character and Antecedents.- The Authority may, in case of any appointment under it, verify or cause to verify the character and antecedents of any person to its satisfaction, before appointment.

(6) Disqualification for Appointment.-(1) No person shall be eligible for appointment to any post under the Authority if he had been previously

dismissed or removed from the service of the Authority or from a department of the Central or a State Government or from any other Central or State Public Sector Undertakings.

(2) No person who has been convicted by a Court of law for any offence shall be eligible for appointment under the Authority.

(7) Medical Examination on First Appointment.— No person shall be appointed by direct recruitment to Group B and above and to other Groups mentioned in regulation 13 herein unless he has been certified by a Civil Surgeon or a Assistant Civil Surgeon, respectively, in a Government Hospital to be medically fit to discharge his duties. The standards of medical fitness shall be those prescribed for similar appointments under the Government.

16. Special Drive for Clearing Back Log of Vacancies in Direct Recruitment.— Whenever back log vacancies arise in the category of SC/ST and Differently Abled Persons it would be cleared by resorting to a special drive of direct recruitment in the respective category for the posts falling in the Group of B, C and D with prescribed qualification and experience.

17. Promotion.— Promotion from one category to another shall be regulated as under. —

(1) No employee will be promoted to a post, unless he possesses the minimum educational and all other special qualifications prescribed for the post in the order of seniority;

(2) No employee shall be considered for promotion unless he is an approved probationer in the post which he holds;

(3) No Employee shall be considered for promotion unless he has put in a required period of service prescribed in these Regulations.

18. Temporary appointments and promotions.— The appointing authority may appoint any person temporarily for a period not exceeding six months or promote any person temporarily for a period not exceeding three months for any one of the following reasons:—

(a) In order to fill up a vacancy which has arisen in any category or class of a service immediately in the public interest and where there will be undue delay in making an appointment in accordance with the regulations;

(b) Where it is necessary to appoint an officer against whom an enquiry into allegations of corruption or misconduct is pending, the appointing authority may appoint him temporarily pending enquiry into the charges against him.

19. (1) Seniority.— Direct recruits.— (i) The relative seniority of the direct recruits will be determined by the order of merit in the panel in which they are included for such appointment at the time of selection within a batch.

(ii) The seniority of a person in a category of service shall, unless he has been reduced to a lower rank as a punishment, be determined by the rank obtained by him in the list of approved candidates for appointment to that class, category or service. The seniority of persons appointed by the same method of recruitment shall not be affected by the date of their joining duty. The date of commencement of probation shall be the date on which he joins duty.

(iii) Where persons have been appointed by different methods of recruitment to the same post, their inter-se seniority in the post shall be determined with reference to the dates of their joining duty;

Provided that in case when two or more persons join duty on the same date their seniority is fixed according to their age.

(iv) The appointment by transfer of a person from one category to another, carrying the same scale of pay, shall not be treated as first appointment for the purpose of seniority. The seniority of a person so transferred shall be determined with reference to the date of his joining the category from which he was transferred, where any difficulty or doubt arises in applying this clause, the seniority shall be determined by the appointing authority.

(v) When a person is reduced in rank to post in a lower category, he shall be placed at the top of the latter category unless the authority fixes his rank at a lower level in the said category.

(vi) In fixing the seniority of a deputationist who opts for permanent absorption in the Board, the date of absorption will be the date from which he is continuously working in the Board on deputation. He will be treated as the immediate junior in rank to the person who is acting as an approved probationer in the category of post in which the absorptionist was post initially i.e. on the date of absorption.

(2) Promotees – The seniority of a promotee shall be determined based on the date of joining in that post.

(3) If any question arises regarding the seniority of an employee, the decision of the appointing authority shall be final.

20. Resignation.- No employee shall be permitted to resign from the Authority except by giving one month's notice or by agreeing to pay an amount equivalent to his pay and allowances for the period by which his actual notice falls short of a month. However, the appointing authority may for special reasons, waive the notice.

Explanation: A member of a service shall, if he resigns his appointment, forfeit not only the service rendered by him in the particular post held by him at the time of resignation but all his previous service under the Authority.

21. Superannuation.- Every employee appointed to a service shall retire when he attains the age of superannuation as applicable to the employees of Government.

22. Compulsory Retirement.- Notwithstanding anything contained in these regulations, the appropriate authority shall, if it is of the opinion that it is in the public interest so to do, have the absolute right to retire any employee of the Authority by giving him notice of not less than three months in writing or three months' pay and allowances in lieu of such notice, after he has attained the age of fifty years or fifty five years in the case of basic servant as the case may be or after he has completed twenty five years of qualifying service.

Explanation 1: Appropriate authority means the authority which has the power to make substantive appointments to the post or service from which the employee of the Authority is required to retire or wants to retire.

Explanation 2: For the purpose of this regulation three months' notice may be given before the employee of the Authority attains the age of fifty years, provided that the retirement takes place after he has attained that age.

Explanation 3: In computing the notice period of three months, the date of service of the notice shall be included.

23. Voluntary Retirement.- The employee of the Authority who has attained the age of fifty years or who has completed twenty years of qualifying service may retire from service by giving notice of not less than three months in writing directly to the appointing authority with a copy marked to his immediate superior officer for information. Before giving such notice, he may satisfy himself by means of a reference to such authority that he has completed the required number of years of qualifying service. The employees of the Authority can also withdraw the voluntary retirement notice before it is being accepted. Acceptance of VRS by the appointing authority shall be subject to such conditions as specified in F.R.56(i)(e).

24. Deputation.- (1) The appointing authority shall be the Authority to decide whether the services of any person should be obtained on deputation to fill up a post in the Authority. The terms and conditions of deputation shall be mutually agreed upon between the lending department and the Authority.

(2) The method of deputation will be resorted to only when qualified candidates are not available within the organization.

(3) The extension of deputation for the fourth year shall be only in exceptional and special circumstances in public interest. Extension of deputation for fourth year shall be sanctioned only by the Government in

respect of all Government servants belonging A, B, C and D Group and CMDA shall send proposals for such extension to the Government sufficiently in advance before expiry of the third year.

25. Training and Passing of Special Tests.- The Authority shall require any of its employees to pass such special tests as may be prescribed. Group D employees and Drivers may be exempted from passing special tests and further the Authority may require any of its employees to undergo training for such period as may be prescribed.

26. Preparation of Panel for all the posts.- (1) The estimate of vacancies for the posts in the Authority shall be prepared by 31st March of every year;

(2) The 31st March of every year shall be the crucial date for preparation of panels for appointments by transfer/promotion;

(3) The process of preparation of panels shall as far as possible be completed before the 30th June of every year.

(4) The supplementary panels for unforeseen vacancies can also be prepared, but with the crucial date of 31st March of every year.

27. Appeal on Service Matters.- In respect of matters relating to punishments, discharge from service, whether on account of unsuitability for appointment as full member or failure to acquire the prescribed test, etc., refixation or revision of seniority and non-inclusion of any person in any panel an appeal / revision, as the case may be against the order shall lie to the authority as specified in the table below:

SL. NO.	CLASS OF POSTS	APPELLATE AUTHORITY	REVISION AUTHORITY
1.	Officers of the level of Deputy Planner and above.	Authority	Government
2.	Officers below the level of Deputy Planner.	Vice-Chairman	Authority

28. Reservation on Appointments.- (1) The Authority shall ensure adequate representation while making appointments by direct recruitment for Backward Classes, Most Backward Classes and Denotified Community, Scheduled Castes and Scheduled Tribes in accordance with the orders of the Government in force from time to time in the matter of reservation of appointment.

(2) The provisions relating to reservation of appointments contained in section 27 the Tamil Nadu Government Servants (Conditions of Service) Act, 2016 (Tamil Nadu Act 14 of 2016) shall apply for an appointment to a post by direct recruitment.

29. Probation.- (1) Every person appointed to a category by direct recruitment shall from the date on which he joins duty be on probation for a total period of two years on duty within a continuous period of three years;

Provided that the probation period for a Multi Purpose worker appointed by direct recruitment shall be a total period of one year on duty within a continuous period of two years.

(2) Every person appointed to a category by promotion and by recruitment by transfer shall be on probation for a period of one year on duty within a continuous period of two years.

(3) Declaration of satisfactory completion of probation was delayed by factors due to administrative reasons would not, in any case, change the date of such completion;

(4) Passing of Computer course test from National Institute of Electronic and Information Technology (NIEIT) is a Pre-requisite qualification for declaration of Probation except for the persons appointed to ministerial Basic Service and for Driver.

(5) Passing of Office Manual Test of Authority is pre-requisite qualification for declaration of probation for the persons appointed to ministerial service except for the post of Driver, Record Clerk and Messenger.

Explanation.- For the purpose of calculating the period of a probation of a probationer, complete calendar months, irrespective of the number of days in each month, shall first be calculated and then add the number of days calculated subsequently. Periods of leave if any, taken during the period of probation shall be excluded while calculating the period of probation.

30. Saving Clause.-

- i) The persons appointed to the Service of the Authority prior to coming into force of these Regulations shall not be adversely affected by the provisions contained in these Regulations.
- ii) The persons appointed to the Service of the Authority as per the Chennai Metropolitan Development Authority Draft Service Regulations which was permitted by Government in Letter No.15366/UDII(2)/2007, Housing and Urban Development Department, dated 22.03.2007 shall not be adversely affected by the provisions contained in these Regulations.
- iii) The person appointed to certain posts created earlier vested with powers by the Authority shall not be affected by the provisions contained in these Regulations.
- iv) Consequent on the adoption of Tamil Nadu Civil Services (Discipline and Appeal) Rules, the pending disciplinary action initiated earlier in DVAC/Departmental Action cases against the officials/employees of the Authority under Section-V of Madras Metropolitan Development Authority Service Regulations, 1980 and that appeal cases pending with the appellate authorities shall not be affected and they shall continue under the Madras Metropolitan Development Authority Service Regulations, 1980.

Interpretation.- On all question of interpretation of these Regulations, the decision of the Authority shall be final. For matters which are not covered in this Service Regulations, prior approval of Government shall be obtained for any additions or modifications or deletions to the Service Regulations.

SECTION-II - CLASSIFICATION OF SERVICES

The various posts of the authority shall be classified under the following different services and appointment to these posts shall be regulated in the manner specified in the relevant Service Regulation namely:-

- I. GENERAL SERVICE
- II. TECHNICAL SERVICE
 - A. PLANNING SERVICE
 - B. PLANNING SUB-ORDINATE SERVICE
 - C. ENGINEERING SERVICE
 - D. ENGINEERING SUB-ORDINATE SERVICE
 - E. FINANCIAL AND ACCOUNTING SERVICE
 - F. LEGAL SERVICE
- III. NON-TECHNICAL SERVICE
 - A. MINISTERIAL SUB-ORDINATE SERVICE
 - B. MINISTERIAL BASIC SERVICE
- IV. MISCELLANEOUS SERVICE
- V. INFORMATION TECHNOLOGY SERVICE

SECTION - III - SPECIAL REGULATIONS

I. GENERAL SERVICE

1. CONSTITUTION.- The service shall consist of the following posts, namely: -

- | | |
|------|----------------------------|
| Post | 1) VICE CHAIRMAN |
| Post | 2) MEMBER-SECRETARY |
| Post | 3) CHIEF EXECUTIVE OFFICER |
| Post | 4) ADMINISTRATIVE OFFICER |

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.- Appointment to the posts specified in column (1) of the Table below, shall be made by the method specified in the corresponding entry in column (2) thereof, if he

possesses the qualifications specified in the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST (1)	METHOD OF APPOINTMENT (2)	QUALIFICATIONS (3)
1) VICE CHAIRMAN	By deputation of an I.A.S. Officer	Cadre Post
2) MEMBER- SECRETARY	By deputation of an I.A.S. Officer	Cadre Post
3) CHIEF EXECUTIVE OFFICER	By deputation of an I.A.S. Officer	Cadre Post
4) ADMINISTRATIVE OFFICER (Group- A)	1) By promotion from the post of Superintendent in the Ministerial Sub-Ordinate Service. (or) 2) By Deputation of a Government Officer not below the rank of Under Secretary in Secretariat (or) from the cadre of Deputy Collector (or) 3) By direct recruitment	1) Must possess a degree awarded by a recognized University (and) Must have served as Superintendent for a period of seven years in the Authority Must have put in service for a period not less than 3 years in the post from which he deputed. Must possess a degree from recognized university and must have 5 years experience as Admin Head/20 years experience in ministerial service in any Govt. institutions.

3. PAY.- There shall be paid to every person holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof: -

THE TABLE.

NAME OF THE POST (1)	PAY LEVEL (2)
1) VICE CHAIRMAN	Pay Level applicable to I.A.S. Officers in the Government Service.
2) MEMBER-SECRETARY	Pay Level applicable to I.A.S. Officers in the Government Service.
3) CHIEF EXECUTIVE OFFICER	Pay Level applicable to I.A.S. Officers in the Government Service.
4) ADMINISTRATIVE OFFICER	Rs.59300-187700 (Level-25)

II. TECHNICAL SERVICE

A. PLANNING SERVICE

1. **CONSTITUTION.**- The service shall consist of the following posts, namely: -

- Post - 1 PLANNER-IN-CHIEF
- Post - 2 CHIEF PLANNER
- Post - 3 SENIOR PLANNER
- Post - 4 DEPUTY PLANNER
- Post - 5 ASSISTANT PLANNER

2. **METHOD OF APPOINTMENT AND QUALIFICATIONS.**-Appointment to the post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified in the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST		METHOD OF APPOINTMENT	QUALIFICATION
(1)		(2)	(3)
1)	PLANNER – IN – CHIEF	-	Senior most Chief Planner will be designated as Planner – in – Chief.
2)	CHIEF PLANNER	By promotion from the post of Senior Planner or	Must have served as Senior Planner for a period of not less than three years in the Authority.
		By deputation from the category of Additional Director of the Town and Country Planning Department (or) from the Chief Planner of similar Metropolitan / Urban Development Authority of the Government	Must possess any one of the following educational qualifications: Master's degree in the field of T&C Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grant Commission or AICTE such as MTP, M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, master of City Planning (MCP), Master of Urban and Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech

			(Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning.
3)	SENIOR PLANNER	By promotion from the post of Deputy Planner or	i) Must possess Masters degree in the field of Town and Country Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grants Commission or All India Council for Technical Education such as MTP, M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, Master of City Planning (MCP), Master of Urban & Regional Planning (MURP), M. Tech (Town and Country Planning) or M. Tech. (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning; (and) ii) Must have served as Deputy Planner for a period of not less than five years in the Authority.
		By deputation from the category of Joint Director of the Town and County Planning Department (or) Senior Planner of Metropolitan Urban Development Authority of the Government.	Must possess any one of the following educational qualifications: Master's degree in the field of Town and Country Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grants Commission or AICTE such as MTP, M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, Master

			of City Planning (MCP), Master of Urban & Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning.
4)	DEPUTY PLANNER	1) By promotion from the post of Assistant Planner. (or)	i) Must possess Masters degree in the field of Town and Country Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grant Commission or All India Council for Technical Education such as MTP, M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, Master of City Planning (MCP), Master of Urban and Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning; and ii) Must have served as Assistant Planner for a period of not less than five years in the Authority.
		2) By deputation from the category of Deputy Director of the Town and Country Planning Department or Deputy Planner of similar Metropolitan/Urban Development	Must possess any one of the following educational qualifications: Master's degree in the field of Town & Country Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grant Commission or AICTE such as

		Authority of Government. (or)	MTP, M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, master of City Planning (MCP), Master of Urban & Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning.
		3) By Direct Recruitment	i) Must possess Master degree of Town and Country Planning or equivalent Post Graduate Degree in Town and Country Planning from any University Grants Commission/All India Council for Technical Education recognized university; (and) ii) Must have 5 years' experience in Town Planning from Government/Public Sector Undertakings/Registered Consultancy Firm; Provided that the ratio for filling up of vacancies in the post shall be 1:2 between Direct Recruitment and Promotion.
5) ASSISTANT PLANNER		1) Direct Recruitment	Must possess Masters degree in the field of Town and Country Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grants Commission, India or All India Council for Technical Education such as Master of Town and Country Planning (MTP), M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, Master

		of City Planning (MCP), Master of Urban & Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning, (or) Bachelors Degree in Planning with 2 years' experience in Town Planning from Government/Public Sector Undertakings/Registered Consultancy Firm.
	2) By promotion from the post Junior Planner from Planning Subordinate Service	Must possess Masters degree in the field of Town and Country Planning or Urban and Regional Planning or Metropolitan Planning awarded by a University recognized by the University Grants Commission, India or All India Council for Technical Education such as Master of Town and Country Planning (MTP), M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, Master of City Planning (MCP), Master of Urban and Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning, with minimum two years experience as Junior Planner in the Authority from the date of acquiring the qualification. (or) Bachelor's degree in Planning (i.e. Town and Country Planning or equivalent), recognized by the University Grants Commission / All India Council for Technical Education, 'with

			minimum three years experience as Junior Planner in the Authority from the date of acquiring the qualification. (or)
			Bachelor's degree in Architecture or Bachelor's degree in Engineering in the branch of Civil Engineering, or Civil and Structural Engineering, or Civil and Environment Engineering recognized by the University Grants Commission / All India Council for Technical Education, with minimum four years experience as Junior Planner in the Authority from the date of acquiring the qualification. Provided that the ratio for filling up of vacancies in the post shall be 1:1 between Direct Recruitment and Promotion.

NOTE:

Masters degree in the field of Town and Country Planning referred above includes MTP, M.Plan, M.Plan with specialization in Urban Planning, Regional Planning, Housing, Environment Planning, Transport Planning, Infrastructure Planning, Master of City Planning (MCP), Master of Urban and Regional Planning (MURP), M.Tech (Town and Country Planning) or M.Tech (Urban Planning), Master of Town and Regional Planning (MTRP), Master of Urban Development Planning (MUDP), Master of Urban Planning from any UGC/AICTE recognized university.

3. **PAY.-** There shall be paid to every person, holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof: -

THE TABLE.

NAME OF THE POST (1)	PAY LEVEL (2)
1) PLANNER-IN-CHIEF	Rs.125200-219800 (Level-31)
2) CHIEF PLANNER	Rs.125200-219800 (Level-31)
3) SENIOR PLANNER	Rs.123100-215900 (Level-28)
4) DEPUTY PLANNER	Rs.59300-187700 (Level-25)
5) ASSISTANT PLANNER	Rs.56100-177500 (Level-22)

B. PLANNING SUB-ORDINATE SERVICE.

1. CONSTITUTION: The service shall consist of the following posts, namely: -

- Post - 1) JUNIOR PLANNER
 Post - 2) PLANNING ASSISTANT
 Post - 3) SURVEYOR

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.- Appointment to the post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST		METHOD OF APPOINTMENT	QUALIFICATION
(1)		(2)	(3)
1)	JUNIOR PLANNER	By Direct Recruitment; and	Must possess a Bachelor's degree in Town and Country Planning from a University Grants Commission/All India Council for Technical Education recognised university; (or) B.E/B.Tech. in Civil Engineering from a University Grants Commission/ All India Council for Technical Education recognised university; (or) Must possess Bachelor's degree in Architecture from a University Grants Commission/All India Council for Technical Education recognised university;
		By Promotion from the post of Planning Assistant	Must possess a Bachelor's degree in Engineering/B.Tech. in Civil Engineering from a University Grants Commission / All India Council for Technical Education recognised university with minimum five years experience as Planning Assistant in the Authority from the date of acquiring the qualification. (or) Must possess a Bachelor's degree

		in Architecture of a University Grants Commission/All India Council for Technical Education recognised university with minimum five years experience as Planning Assistant in the Authority from the date of acquiring the qualification. (or) Must possess a Diploma in Civil Engineering from a University Grants Commission/All India Council for Technical Education recognized university with minimum seven years experience as Planning Assistant in the Authority from the date of acquiring the qualification: Provided that the ratio for filling up vacancies in the post shall be 1:2 between Direct Recruitment and Promotion: Provided further that the ratio between Graduates and Diploma Holder for appointment to the post by promotion shall be in the ratio of 2:1.
2) PLANNING ASSISTANT	By direct recruitment; and	Must possess Bachelor's degree in Planning (i.e. Town and Country Planning) such as B.Plan (or) Must possess B.E./B.Tech. in Civil Engineering of a recognized university; (or) Must possess Bachelor's degree in Architecture of a recognized university; (or) Diploma in Civil Engineering from a recognized university.
	By promotion from the post of surveyor	Must have served as Surveyor in the Authority for 7 years if candidate is a diploma holder or 10 years experience of service in the Authority if candidate holds an ITI Civil/Draughtman/Surveyor course: Provided that the ratio between Direct Recruitment and promotion shall be 3:1

3) SURVEYOR	Direct Recruitment	Must have passed Diploma in Civil Engineering or ITI Surveyor Course.
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3. PAY.- There shall be paid to every person holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof:-

THE TABLE.

NAME OF THE POST (1)	LEVEL OF PAY (2)
1) JUNIOR PLANNER	Rs.37700-119500 (Level-20)
2) PLANNING ASSISTANT	Rs.35900-113500 (Level-13)
3) SURVEYOR	Rs.20600-65500 (Level-10)

C. ENGINEERING SERVICE

1. CONSTITUTION.- The service shall consist of the following posts, namely:-

- Post - 1) CHIEF ENGINEER
 Post - 2) SUPERINTENDING ENGINEER
 Post - 3) EXECUTIVE ENGINEER
 (Civil/Electrical/Environmental)
 Post - 4) ASSISTANT EXECUTIVE ENGINEER
 (Civil/Electrical/Environmental)

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.-

Appointment to the post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST (1)	METHOD OF APPOINTMENT (2)	QUALIFICATION (3)
1) CHIEF ENGINEER	By promotion from the post of Superintending Engineer. (or)	Must have served in the post of Superintending Engineer in the Authority for a period of not less than five years. (and) Must have minimum period of one year of left-over service prior to retirement at the time of actual promotion.

		By deputation from any Engineering service of Government Boards.	Must possess Bachelor's degree in Civil/Electrical/Master's degree in Environmental Engineering from a recognized university and must have an experience of not less than five years as Superintending Engineer
2)	SUPERINTENDING ENGINEER	By promotion from the post of Executive Engineer. (or)	Must possess Bachelor's degree in Civil/Electrical/Master's degree in Environmental Engineering from a recognized university; (and) Must have served as Executive Engineer for a period of not less than five years in the Authority.
		By deputation from any Engineering service of Government Boards.	Must possess Bachelor's degree in Civil/Electrical/Master's degree in Environmental Engineering from a recognised university and must have an experience of not less than five years as Executive Engineer. (Provided that among 2 Superintending Engineers atleast one Superintending Engineer should be as a Civil Engineer).
3)	EXECUTIVE ENGINEER (Civil / Electrical / Environment)	By promotion from the post of Assistant Executive Engineer	Must possess Bachelor's degree in Civil/Electrical/Master's degree in Environmental Engineering (For Executive Engineer Environment) from a recognized university and must have served as Assistant Executive Engineer for a period of not less than six years in the Authority.
		By deputation from any Engineering service of Government / Boards.	Must possess Bachelor degree in Civil/Electrical/Master's degree in Environmental Engineering (For Executive Engineer Environment) from a recognized university and must have served as Assistant Executive Engineer for not less than six years.
4)	ASSISTANT EXECUTIVE ENGINEER (Civil/ Electrical / Environment)	By promotion from Assistant Engineer (or)	Must possess Bachelor degree in Civil/Electrical/Master's degree in Environmental Engineering (For Assistant Executive Engineer Environment) from a recognized university and must have served as Assistant Engineer for a period of not less than seven years in the Authority.

		By deputation from any Engineering service of Government/ Boards.	Must possess Bachelor degree in Civil/Electrical/Master's degree in Environmental Engineering (For Assistant Executive Engineer Environment) from a recognized university and must have served as Assistant Engineer for not less than seven years.
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3. **PAY.**- There shall be paid to every person holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof:-

THE TABLE.

NAME OF THE POST (1)		PAY LEVEL (2)
1)	CHIEF ENGINEER	Rs.125200-219800 (Level-31)
2)	SUPERINTENDING ENGINEER	Rs.123100-215900 (Level-28)
3)	EXECUTIVE ENGINEER (Civil/Electrical/ Environment)	Rs.59300-187700 (Level-25)
4)	ASSISTANT EXECUTIVE ENGINEER (Civil/Electrical/Environment)	Rs.56100-177500 (Level-22)

D. ENGINEERING SUB-ORDINATE SERVICE:

1. **CONSTITUTION**:- The service shall consist of the following posts, namely:-

- 1)Post - ASSISTANT ENGINEER
(Civil/Electrical/Environment)
- 2)Post - SENIOR DRAUGHTSMAN
- 3)Post - ASSISTANT DRAUGHTSMAN

2. **METHOD OF APPOINTMENT AND QUALIFICATIONS**:- Appointment to the Post specified in Column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2), thereof if, he possesses the qualifications specified against the corresponding entry in Column (3) thereof:-

THE TABLE.

NAME OF THE POST (1)		METHOD OF APPOINTMENT (2)	QUALIFICATION (3)
1)	ASSISTANT ENGINEER (Civil/Electrical/ Environment)	By Direct Recruitment (or)	Must possess Bachelor degree in Civil/Electrical/ Master's degree in Environmental Engineering

			(For Assistant Engineer Environment) in recognized university.
		By Deputation from the category of Assistant Engineer from any Engineering Service of Government / Boards.	Must possess Bachelor degree in Civil/Electrical/ Master's degree in Environmental Engineering (For Assistant Engineer Environment) from a recognized university.
2)	SENIOR DRAUGHTSMAN	By Promotion from Assistant Draughtsman (or)	Must possess DCE (or) D.Arch. and must have served as Assistant Draughtsman for a period of not less than five years in the Authority.
		By Deputation from Government Department / Boards	---
3)	ASSISTANT DRAUGHTSMAN	By Direct Recruitment	A pass in I.T.I. (Civil) Draughtsman Course.

2. PAY.- There shall be paid to every person holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof:-

THE TABLE.

NAME OF THE POST		LEVEL OF PAY
(1)		(2)
1)	ASSISTANT ENGINEER (Civil/Electrical/Environment)	Rs.37700-119500 (Level-20)
2)	SENIOR DRAUGHTSMAN	Rs.37700-119500 (Level-20)
3)	ASSISTANT DRAUGHTSMAN	Rs.19500-62000 (Level-8)

E. FINANCIAL AND ACCOUNTING SERVICE:

1. CONSTITUTION.- The service shall consist of the following posts, namely:-

- Post - 1) FINANCIAL ADVISOR
- Post - 2) DEPUTY FINANCIAL ANALYST
- Post - 3) ACCOUNTS OFFICER
- Post - 4) ACCOUNTS OFFICER (WORKS)
- Post - 5) ACCOUNTANT

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.- Appointment to the post specified in column (1) of the Table below shall be made by the

method specified in the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST (1)	METHOD OF APPOINTMENT (2)	QUALIFICATIONS (3)
1) FINANCIAL ADVISOR (The post Chartered Accountant is re-designated as Financial Advisor)	1) By promotion from the post of Deputy Financial Analyst. (or)	Must have served as Deputy Financial Analyst for a period of not less than ten years in the Authority and must have passed the final examination of Institute of Chartered Accountants of India.
	2) By deputation	Must be an Indian Audit and Accounts Service (IAAS) or Indian Civil Accounts Service (ICAS) or Indian Defence Accounts Service (IDAS) or Indian Railway Accounts Service (IRAS) with eight years experience or from the Treasuries and Accounts Department in the cadre of Additional Director with Chartered Accountant qualification
	3) By Outsourcing	Must have passed the final examination of Institute of Chartered Accountants of India with 10 years experience in the field of accounting and audit.
2) DEPUTY FINANCIAL ANALYST	By Direct Recruitment	Must possess a Master's degree in Business Administration (MBA) with Financial Administration and 5 years experience in the financial field in a reputed organization or Chartered Accountant/Institute of Cost Accountants/any other Central accounts officer with 3 years experience in the financial field in a reputed organization.
	By promotion from the post of Accounts Officer	Must have served as Accounts Officer/Accounts Officer (Works) in the Authority for a period of not less than 2 years and must possess a Master's degree in Business Administration (MBA) with Financial Administration or Chartered Accountant/Institute of Cost and Works Accountants.
	By Deputation from the Treasuries and	Master's degree in Business Administration (MBA) with

		Accounts Department in the cadre of Joint Director	Financial Administration and 5 years experience or Chartered Accountant/Institute of Cost and Works Accountants with 3 years experience.
3)	ACCOUNTS OFFICER	By promotion from the post of Accountant (or)	Must have served as Accountant for a period of five years in the Authority.
		By deputation	By deputation of Accounts Officer from the Directorate of Treasuries and Accounts or equivalent post in any other similar Metropolitan/ Urban Development Authorities.
4)	ACCOUNTS OFFICER (WORKS)	By promotion from Accountant (or)	Must have served as Accountant for a period of not less than five years in the Authority and must have passed Divisional Accountant Grade Test conducted by Accountant General Office.
		By deputation	By deputation of Accounts Officer(Works) or equivalent post in any other similar Metropolitan / Urban Development Authorities / Government Department.
5)	ACCOUNTANT	By promotion from the post of Assistant (or)	Must possess a B.Com. degree or any degree with Accountancy higher grade and must have passed the Account Test Part I and II and must have served as Assistant for a period of not less than 7 years in the Authority.
		By deputation	By deputation in the cadre of Superintendent from Directorate of Treasuries and Accounts.

3. PAY.- There shall be paid to every person holding a post specified in column (1) of the Table below in the pay level specified against the corresponding entry in column (2) thereof:-

THE TABLE.

NAME OF THE POST (1)	LEVEL OF PAY (2)
1) FINANCIAL ADVISOR	Rs.123100-215900 (Level-28)
2) DEPUTY FINANCIAL ANALYST	Rs.59300-187700 (Level-25)
3) ACCOUNTS OFFICER	Rs.56900-180500 (Level-23)
4) ACCOUNTS OFFICER (WORKS)	Rs.56900-180500 (Level-23)
5) ACCOUNTANT	Rs.36900-116600 (Level-18)

F. LEGAL SERVICE.

1. CONSTITUTION.- The service shall consist of the following posts, namely:-

Post - 1) SENIOR LAW OFFICER

Post - 2) JUNIOR LAW OFFICER

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.- Appointment to the post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST	METHOD OF RECRUITMENT	QUALIFICATION
(1)	(2)	(3)
1) SENIOR LAW OFFICER	By Promotion from the post of Junior Law Officer	Must have served as Junior Law Officer for a period of not less than ten years in the Authority.
	By deputation	By deputation in the cadre of Deputy Secretary or above from the Law Department of the Government/Senior Law Officers or equivalent from Government/Boards. (or) Senior Law Officer of similar Metropolitan / Urban Development Authority of the Government.
2) JUNIOR LAW OFFICER	By direct recruitment	Must be a Law Graduate; (and) Experience in dealing with Legal matters for three years in Public Sector undertakings / Statutory Boards (or) must have practice for three years as Advocate in Civil side.
	By Recruitment by Transfer from any other service of the Authority.	Must be a Law Graduate and must have served for four years equivalent or higher than the category of Superintendent from any other service of the Authority.
	By deputation from the cadre of Under Secretary from the Law Department of the	

	Government / Law Officers or equivalent from Government / Boards (or) Law Officer of similar Metropolitan / Urban Development Authority of the Government	
	By contract / outsourcing	Must be a Law Graduate; (and) Experience in dealing with Legal matters for three years in Public Sector undertakings / Statutory Boards (or) must have practice for three years as Advocate in Civil side.

1. PAY: There shall be paid to every person holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof: -

THE TABLE.

NAME OF THE POST (1)	LEVEL OF PAY (2)
1) SENIOR LAW OFFICER	Rs.123100-215900 (Level-28)
2) JUNIOR LAW OFFICER	Rs.59300-187700 (Level-25)

III. NON-TECHNICAL SERVICE

A. MINISTERIAL SUB-ORDINATE SERVICE:

1. CONSTITUTION.- The service shall consist of the following posts, namely:-

- Post - 1) PERSONAL ASSISTANT
- Post - 2) SUPERINTENDENT
- Post - 3) ASSISTANT
- Post - 4) STENO-TYPIST GRADE I
- Post - 5) STENO-TYPIST GRADE II
- Post - 6) STENO-TYPIST GRADE III
- Post - 7) JUNIOR ASSISTANT-CUM-TYPIST
- Post - 8) DRIVER
- Post - 9) RECORD ASSISTANT
- Post - 10) RECORD CLERK

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.- Appointment to the post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof: -

THE TABLE.

NAME OF THE POST	METHOD OF APPOINTMENT	QUALIFICATIONS
(1)	(2)	(3)
1) PERSONAL ASSISTANT	By promotion from the post of Steno Typist Grade I	Must have served as Steno-Typist Grade I for a period of not less than five years in the Authority
2) SUPERINTENDENT	By promotion from the post of Assistant	Must have served as Assistant for a period of not less than seven years in the Authority.
3) ASSISTANT	By Direct Recruitment (or)	Must possess a degree (10+2+3 pattern) and must pass Computer Office Automation Exam
	By promotion from the post of Steno-Typist Grade III or Junior Assistant-cum-Typist	Must possess a degree (10+2+3 pattern) and must have served as Steno-Typist Grade III or Junior Assistant-cum-Typist for 3 years and also must have passed Account Test Part-I:
		Provide that the ratio for filling up vacancies in the post shall be 1:3 between Direct Recruitment and Promotion. Provided further that the ratio between Steno Typist Grade-III and Junior Assistant-cum-Typist for appointment to the Post by promotion shall be 1:3
4) STENO-TYPIST GRADE I	By Promotion from the post of Steno - Typist Grade II	Must have served as Steno - Typist Grade-II for a period of not less than 5 years in the Authority.
5) STENO-TYPIST GRADE II	By Promotion from the post of Steno - Typist Grade III	Must have served as Steno Typist Grade III for a period of not less than 5 years in the Authority.
6) STENO-TYPIST GRADE III	Direct Recruitment	Must possess a degree (10+2+3 pattern) and must have passed Government Technical Examination in Typewriting English and Tamil Higher grade

			and Shorthand English Higher and Tamil Lower grade (or). Shorthand English Lower and Tamil Higher grade. Must pass in the Computer Office Automation exam.
		By recruitment by transfer	From the post of Multi Purpose Worker with 5 years of experience And Must possess Qualification prescribed for the post of Steno Typist Grade III.
7)	JUNIOR ASSISTANT-CUM-TYPIST	By Direct Recruitment	A Degree granted by any of the Universities or Institutions recognised by the University Grants Commission / All India Council for Technical Education pattern and should have passed Government Technical Examination in Typewriting in English Higher Grade and atleast Lower Grade in Tamil and must pass Computer Office Automation Exam
		By promotion from the post of Record Clerk	i) Must possess a minimum general educational qualification Secondary School Leaving Certificate (SSLC) and should have passed Government Technical Examination in Typewriting in English Higher Grade and atleast Lower Grade in Tamil and must pass Computer Office Automation Exam. ii) Must have served as Record Clerk for a period of not less than 7 years in the Authority.
		By promotion from the post of Multi Purpose Worker	i) Must possess minimum general educational qualification Secondary School Leaving Certificate (SSLC) and should have passed Government Technical Examination in Typewriting in English Higher Grade and atleast Lower Grade in Tamil and must pass Computer Office Automation Exam. ii) Must have served as Multi Purpose Worker for not less than 12 years in the Authority.

			Provided that the ratio between Direct Recruitment and Promotion shall be as 3:1. Provided further that the ratio between Record Clerk and Multipurpose worker for promotion shall be 1:1
8)	DRIVER	By Direct Recruitment	Must possess a minimum general educational qualification Secondary School Leaving Certificate and must possess a current license for driving a Light Motor Vehicle issued under the Motor Vehicles Act, 1988 (Central Act 59 of 1988) and the rules made thereunder with practical experience in driving motor vehicles for a period of not less than <u>two</u> years. (and) Must possess First Aid Certificate and experience in vehicle maintenance
9)	RECORD ASSISTANT	By promotion	Must have served as Record Clerk for a period of not less than 5 years in the Authority.
10)	RECORD CLERK	By promotion from the post of Multi-Purpose Worker	Must have served as Multi-Purpose Worker for a period of not less than 5 years in the Authority.

3. **PAY.**- There shall be paid to every person holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof:-

THE TABLE.

NAME OF THE POST		LEVEL OF PAY
(1)		(2)
1)	PERSONAL ASSISTANT	Rs.56100-177500 (Level-22)
2)	SUPERINTENDENT	Rs.36900-116600 (Level-18)
3)	ASSISTANT	Rs.20600-65500 (Level-10)
4)	STENO-TYPIST GRADE I	Rs.36900-116600 (Level-18)
5)	STENO-TYPIST GRADE II	Rs.35400-112400 (Level-11)
6)	STENO-TYPIST GRADE III	Rs.20600-65500 (Level-10)
7)	JUNIOR ASSISTANT-CUM-TYPIST	Rs.19500-62000 (Level-8)
8)	DRIVER	Rs.19500-62000 (Level-8)
9)	RECORD ASSISTANT	Rs.19500-62000 (Level-8)
10)	RECORD CLERK	Rs.15900-50400 (Level-2)

Note: Plus Special Pay admissible to the post as in Government Departments.

B. MINISTERIAL BASIC SERVICE

1. CONSTITUTION.- The service shall consist of the following posts, namely:-

- Post – 1) - MULTI PURPOSE WORKER
Post – 2) - WATCHMAN

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.- Appointment to post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST		METHOD OF APPOINTMENT	QUALIFICATIONS
(1)		(2)	(3)
1)	MULTI PURPOSE WORKER	By Direct Recruitment	Must have passed X th Std.
		By Outsourcing	Must have passed X th Std.
2)	WATCHMAN	By Direct Recruitment	Must have passed VIII Std.
		By Outsourcing	Must have passed VIII Std.

3. PAY: There shall be paid to every person, holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof:-

THE TABLE.

NAME OF THE POST		LEVEL OF PAY
(1)		(2)
1)	MULTI PURPOSE WORKER	Rs.15700-50000 (Level-1)
2)	WATCHMAN	Rs.15700-50000 (Level-1)

IV. MISCELLANEOUS SERVICE

1. CONSTITUTION.- The service shall consist of the following posts, namely:-

- Post – 1) - PUBLIC RELATIONS OFFICER

Post - 2) - ASSISTANT DIRECTOR(STATISTICS)

Post - 3) - LIBRARIAN

2. METHOD OF APPOINTMENT AND QUALIFICATIONS.-Appointed to the post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST		METHOD OF RECRUITMENT	QUALIFICATION
(1)		(2)	(3)
1)	PUBLIC RELATIONS OFFICER (Rs.56,100 - 1,77,500) Level - 22	By Deputation from the category of Public Relation Officer in Directorate of Information and Public Relations. (or) By outsourcing	As prescribed by the Directorate of Information and Public Relations. --
2)	ASSISTANT DIRECTOR (STATISTICS) (Rs.56,100 - 1,77,500) Level - 22	By Deputation from the category of Assistant Director in the Economics and Statistics Department.	As prescribed by the Economics and Statistics Department.
3)	LIBRARIAN (Rs.36200-114800) Level-15	Direct Recruitment	Minimum a degree in Library Science with one year experience as Librarian in a reputed organization or in Government Department.

3. PAY: There shall be paid to every person, holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof: -

THE TABLE.

NAME OF THE POST		LEVEL OF PAY
(1)		(2)
1)	PUBLIC RELATIONS OFFICER	Rs.56100-177500 (Level-22)
2)	ASSISTANT DIRECTOR (STATISTICS)	Rs.56100-177500 (Level-22)
3)	LIBRARIAN	Rs.36200-114800 (Level-15)

V. INFORMATION TECHNOLOGY SERVICE (IT WING):

1. CONSTITUTION. - The service shall consist of the following posts, namely:-

- Post - 1) - SYSTEM ANALYST
- Post - 2) - ASSISTANT SYSTEM ANALYST
- Post - 3) - ASSISTANT SYSTEM ENGINEER
- Post - 4) - COMPUTER OPERATOR

2. METHOD OF APPOINTMENT AND QUALIFICATIONS. - Appointment to the Post specified in column (1) of the Table below shall be made by the method specified against the corresponding entry in column (2) thereof, if he possesses the qualifications specified against the corresponding entry in column (3) thereof:-

THE TABLE.

NAME OF THE POST		METHOD OF RECRUITMENT	QUALIFICATION
(1)		(2)	(3)
1)	SYSTEM ANALYST	By promotion) from the post of Assistant System Analyst (or)	Must have passed any two of the courses specified as below:- Cisco Certified Computer Courses Covering Cisco Systems internet working hardware and the Cisco IOS. Includes: Cisco-Certified Design Associate (CCDA), Cisco Certified Entry Networking Technician (CCENT), Cisco Certified Network Associate (CCNA), Cisco Certified Network Professional (CCNP), Cisco Certified Design Professional (CCDP), Certified Cisco Systems Instructor (CCSI), Cisco Certified Internetworking Expert CCIE, Cisco Certified Design Expert (CCDE) Citrix Systems Certified Computer Courses Covering Citrix products and architectures. Includes. Citrix Certified Associate (CCA), Citrix Certified Enterprise Engineer (CCEE), Citrix Certified Integration Architect (CCIA),

			Citrix Certified Advanced Administrator (CCAA). Citrix Certified Instructor (CC I) CompTIA Certified Computer Courses Popular foundation-level vendor-neutral certifications covering specific technology areas. Includes: A+, Certified Document Imaging Architect (CDIA+), Cloud Essentials, Security+, Projects +, Linux+, Network +, Server +, Certified Technical Trainer(CTT+) IBM Certified Computer Courses Certifications for IBM hardware and software, including credentials related to Java and MySQL. Includes: IBM Database Administrator (DBA), IBM Certified Specialist, Application Developer ISACA Certified Computer Courses Popular InfoTech information risk management and auditing. Certified Information System Auditor (CISA), Certified Information Security Manager (CISM), Certified in the Governance of Information Technology (CEGIT), Certified in Risk and Information System Control (CRISC) ISC2 Certified Computer Courses Vendor-neutral security certifications. Includes CAP Certified Information Systems Security Professional (CISSP), Certified Secure Software Lifecycle Professional (CSSLP), Systems Security Certified Practitioner (SSCP) Microsoft Certified Computer Courses Certifications covering the Microsoft operating system (Windows 2012, Windows 7, Visual Basic, C#, Microsoft Office) and software. Includes:
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			Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Solutions Developer (MCSD), Microsoft Certified Technology Specialist (MCTS), Microsoft Certified IT Professional (MCITP), Microsoft Office Specialist (MOS), Microsoft Certified Professional Developer (MCPD), Microsoft Certified Trainer (MCT), Microsoft Certified Architect (MCA) Project Management Certified Computer Courses PMI Project Management Professional (PMI PMP), Certified Associate in Project Management (CAPM), PRINCE2, Agile project management Oracle Certified Computer Courses For Oracle database administrators and developers. Includes: Oracle Certified Associate (OCA), Oracle Certified Professional (OCP), Database Administrator (DBA), Oracle Certified Expert (OCE), Oracle <u>Certified Master</u> (OCM) - Java EE Red Hat Certified Computer Courses Hands-on Linux certification. Red Hat Certified Architect (RHCA), Red Hat Certified Engineer {RHCE}, Red Hat Certified System Administrator (RHCSA), Red Hat Certified Security Specialist (RHCSS), <u>Red Hat Certified Virtualization Administrator</u> (RHCVA) VMware Certified Computer Courses Virtualization with vSphere and VMware View. VMware Certified Professional (VCP-Cloud), VMware Certified Advanced Professional (VCAP)-Desktop Administration, VMware Certified Design Expert (VCDX) Data Center Virtualization
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			(and) ii) Must have put in service for a period of not less than five years in the category of Assistant System Analyst in the Authority.
		By Deputation (or)	i) Must hold a degree of Bachelor of Engineering (B.E) or a Bachelor of Technology (B.Tech) with Computer Science and Engineering or Computer Engineering or Information Technology or Electronics and Communication Engineering or Electrical and Electronics Engineering as main subject or a post Graduate degree in Computer Applications (MCA) or Computer Science or Information Technology as main subject from any recognized University. Candidates with Master degree in Computer application should have a Bachelor degree in Science or Mathematics from any University recognized by the University Grants Commission (UGC) and ii) Must have put in service for a period of not less than five years in the category of Assistant System Analyst or its equivalent in any other Departments in the State Government or Central Government or Quasi Government or Central public sector Undertakings or State Public Sector Undertakings / any Metropolitan / Urban Development Authority of the State Government or Must have put in service for a period of not less than five years in the pay band of Rs.56100 - 177500 with exposure in the field of Information Technology in the State Government or Central Government or Quasi Government or Central Public Sector Undertakings or State Public Sector Undertakings / any Metropolitan / Urban Development Authority of

			the State Government.
		By Direct Recruitment	i) Must hold a degree of Bachelor of Engineer (B.E) or a Bachelor of Technology (B.Tech) with Computer Science and Engineering or Computer Engineering or Information Technology or Electronics and Communication Engineering or Electrical and Electronics Engineering as main subject or a post Graduate degree in Computer Applications (MCA) or Computer Science or Information Technology as main subject from any recognized University. Candidates with Master degree in Computer application should have a Bachelor degree in Science or Mathematics from any University recognized by the University Grants Commission (UGC) and ii) Must have put in service for a period of not less than five years in the category of Assistant System Analyst or its equivalent in any other Departments in the State Government or Central Government or Quasi Government or Central public sector Undertakings or State Public Sector Undertakings or Private Firms or Registered Consultancy Firms.
2)	1) ASSISTANT SYSTEM ANALYST	By Direct Recruitment	i) Must hold a degree of Bachelor of Engineer (B.E) or a Bachelor of Technology (B.Tech) with Computer Science and Engineering or Computer Engineering or Information Technology or Electronics and Communication Engineering or Electrical and Electronics Engineering as main subject or a post Graduate degree in Computer Applications (MCA) or Computer Science or Information Technology as main subject from any University or Institution recognized by the University Grant Commission or

			Institution recognized by the Government. Candidates with Master degree in Computer application should have a Bachelor degree in Science or Mathematics or Computer Application from any University recognized by the University Grants Commission (UGC) and ii) Must have an overall first Class or equivalent Cumulative Grade Point Average (CGPA) in Secondary School Leaving Certificate (SSLC) (class 10) and Higher Secondary Certificate (HSC) (Class 12) or Senior Secondary Certificate (SSC) and B.E./B.Tech. or B.Sc./BCA degree and Post Graduate degree as the case may be with, a) <i>A minimum aggregate of a first class in mathematics and science in Secondary School Leaving Certificate (SSLC) and</i> b) <i>A minimum aggregate of a first class in mathematics, physics and chemistry in Higher Secondary Certificate (HSC) or Senior Secondary Certificate (SSC)</i>
		By Deputation	i) Must hold a degree of Bachelor of Engineer (B.E) or a Bachelor of Technology (B.Tech) with Computer Science and Engineering or Computer Engineering or Information Technology or Electronics and Communication Engineering or Electrical and Electronics Engineering as main subject or a post Graduate degree in Computer Applications (MCA) or Computer Science or Information Technology as main subject from any recognized University. Candidates with Master degree in Computer application should have a Bachelor degree in Science or Mathematics from any University recognized by the University Grants Commission (UGC). And

			ii) Must have put in service for a period of not less than five years in the Pay Band of Rs.36900-116600 (Level-18) with exposure in the field of Information Technology in the State Government or Central Government or Quasi Government or Central Public Sector Undertakings or State Public Sector Undertakings / any Urban Development Authority of the Government
3)	ASSISTANT SYSTEM ENGINEER	By Direct Recruitment	i) Must hold a degree of Bachelor of Engineer (B.E) or a Bachelor of Technology (B.Tech) with Computer Science and Engineering or Computer Engineering or Information Technology or Electronics and Communication Engineering or Electrical and Electronics Engineering as main subject from any University or institution recognized by the University Grant Commission or institution recognized by Government.
			ii) Must have an overall first Class or equivalent Cumulative Grade Point Average (CGPA) in Secondary School Leaving Certificate (SSLC) (Class 10) and Higher Secondary Certificate (HSC) (Class 12) or Senior Secondary Certificate (SSC) and B.E./B.Tech. degree with
			a) A minimum aggregate of a first class in Mathematics and Science in Secondary School Leaving Certificate (SSLC) and
			b) A minimum aggregate of a first class in mathematics, physics and chemistry in Higher Secondary Certificate (HSC) or Senior Secondary Certificate.
			Provided that preference will be given to those with latest and high score in Graduate Aptitude Test in Engineering (GATE) or Tamil Nadu Common Entrance Test (TANCET).

		By Deputation	i) Must hold a degree of Bachelor of Engineer (B.E) or a Bachelor of Technology (B.Tech) with Computer Science and Engineering or Computer Engineering or Information Technology or Electronics and Communication Engineering or Electrical and Electronics Engineering as main subject from any recognized University; and ii) Must have put in service for a period of not less than five years in the Pay Band of Rs.36900-116600 (Level-18) with exposure in the field of Information Technology in the State Government or Central Government or Quasi Government or Central Public Sector Undertakings or State Public Sector Undertakings / any Urban Development Authority of the Government
		By Outsourcing	
5)	Computer Operator	Direct Recruitment	Must possess minimum general educational qualification with Basic Computer skills & CAD knowledge

3. PAY.- There shall be paid to every person holding a post specified in column (1) of the Table below, in the pay level specified against the corresponding entry in column (2) thereof:-

THE TABLE.

NAME OF THE POST (1)		LEVEL OF PAY (2)
1)	SYSTEM ANALYST	Rs.56100-177500 (Level-22)
2)	ASSISTANT SYSTEM ANALYST	Rs.37700-119500 (Level-20)
3)	ASSISTANT SYSTEM ENGINEER	Rs.37700-119500 (Level-20)
4)	COMPUTER OPERATOR	Rs.19500-62000 (Level-8)

SECTION - IV**DISCIPLINARY REGULATIONS**

1. The Tamil Nadu Civil Services (Discipline and Appeal) Rules as amended from time to time shall apply mutatis-mutandis to the employees of the Authority.
2. The authorities competent to award punishment to officers / employees and the authorities to dispose of appeal against the punishment are given in the table below:-

THE TABLE.

S. No.	Name of Category	Nature of Punishment	Disciplinary Authority	Appellate Authority	Reviewing Authority
1.	Chief Planner and equivalent Officer	Minor	Vice-Chairman	Authority	Government
		Major	Authority	Government	Government
2.	Senior Planner and equivalent officer	Minor/Major	Authority	Government	Government
3.	Deputy Planner, Assistant Planner and the respective equivalent cadre in all other services	Major Penalties	Member-Secretary	Vice-Chairman	Authority
		Minor Penalties	CEO	Member-Secretary	Vice-Chairman
4.	Junior Planner equivalent and below the rank in all other services	Minor/Major	CEO	Member Secretary	Vice-Chairman

3. The Appointing Authority shall be the authority competent to place any of the employees of the Authority other than I.A.S. Officers, under suspension.

SECTION - V**CONDUCT REGULATIONS**

The Tamil Nadu Government Servants' Conduct Rules, 1973 as amended from time to time shall apply mutatis-mutandis to the employees of the Authority.

Provided that the Member-Secretary shall exercise the powers of a Head of Department for the purpose of the Conduct Rules.

SECTION - VI

PAY AND ALLOWANCES, LEAVE RULES, G.P.F. RULES AND TERMINAL BENEFITS

The general conditions for drawal of pay and allowances shall be governed by the orders applicable to the employees of Government from time to time. Extending awards of pay commission should be done only after Authority's approval. Revision of pay scales for any category should have Government's prior approval. Similarly, rules prescribed by the Government in respect of H.B.A. Medical Reimbursement Claims, Education Advance, Marriage Advance, Travelling Allowance, Festival Advance and other advances shall also mutatis-mutandis, apply to the employees of the Authority, if such schemes are sanctioned by the Authority. The Fundamental Rule provisions including provisions for compulsory retirement and leave rules meant for Government Servants, shall, mutatis-mutandis, apply to the employees of the Authority to regulate pay, leave etc. All regular employees of the Authority are covered by a Provident Fund Scheme created and Administered by the Organization, by following Tamil Nadu General Provident Fund Rules as amended from time to time. Those employees who have joined in the Authority on or after 01.04.2003, should be covered under CPS scheme of granting terminal benefits in respect of persons retiring on superannuation shall be regulated in the manner prescribed by the Government from time to time, except where provisions are available exclusively from the Authority, in respect of deputationist permanently absorbed. New concessions announced for Government servants, both service and financial shall if any in conformity with these regulations be extended to the Authority only after approval of the Authority.

SECTION - VII

COMPULSORY RETIREMENT

For the purpose of Review under Fundamental Rule 56(2) for compulsory retirement, the composition of the Review Committee shall be as follows:

REVIEW COMMITTEE NO.I

Officers drawing pay more than Rs.61900-196700 (Level 26 and above)

Chairman	-	Special Commissioner and Commissioner of Revenue Administration.
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Member	-	1. Secretary to Government in the Housing and Urban Development Department (if the Secretary of the Housing and Urban Development Department happens to be the Senior most Secretary, another Secretary to Government will be nominated by the Chief Secretary).
	-	2. Chairman-cum-Managing Director, if both the functions are combined in one person; if not the Managing Director/Member-Secretary.

REVIEW COMMITTEE NO.II

Officers drawing pay less than Rs.61900-196700 (Level 26 and below)

Chairman - Secretary to Government in the Housing and Urban Development Department (if the Secretary of the Housing and Urban Development Department happens to be the Senior most Secretary, another Secretary to Government will be nominated by the Chief Secretary).

Member - Chairman-cum-Managing Director if both functions are combined in one person, if not Managing Director/ Member-Secretary

General:

In respect of matters on which specific provision has not been made in these regulations, the relevant rules/orders applicable to employees of the Government shall mutatis-mutandis apply to the employees of the Authority.

**APOORVA,
PRINCIPAL SECRETARY TO GOVERNMENT.**

//TRUE COPY//


SECTION OFFICER.

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