



TAMIL NADU
GOVERNMENT GAZETTE
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Part III — Section 1(b)

Service Rules including Ad hoc Rules, Regulations, etc.,
issued by Secretariat Departments.

NOTIFICATIONS BY GOVERNMENT

MUNICIPAL ADMINISTRATION AND WATER SUPPLY DEPARTMENT,
THE TAMIL NADU MUNICIPAL CORPORATION SERVICE RULES, 1996.

[G. O. Ms. No. 237, *Municipal Administration and Water Supply* (Election)
26th September 1996.]

No. SRO. B-187 (a)/96.

In exercise of the powers conferred by section 106 of the Madurai City Municipal Corporation Act, 1971 (Tamil Nadu Act 15 of 1971), section 108 of the Coimbatore City Municipal Corporation Act, 1981 (Tamil Nadu Act 25 of 1981), section 8 of the Tiruchirappalli City Municipal Corporation Act, 1994 (Tamil Nadu Act 27 of 1994), section 8 of the Tirunelveli City Municipal Corporation Act, 1994 (Tamil Nadu Act 28 of 1994) and section 8 of the Salem City Municipal Corporation Act, 1994 (Tamil Nadu Act 29 of 1994) and in supersession of all previous Notifications issued and the rules published to the Corporation of Madurai on this subject, the Governor of Tamil Nadu hereby makes the following rules.—

PART I.

Preliminary.

1. *Short title, commencement and applicability of these rules.*—(1) These rules may be called the Tamil Nadu Municipal Corporations Service Rules, 1996.
- (2) They shall come in to force on the 1st day of October, 1996.
- (3) They shall apply to the employees of all the municipal corporations in the State except to the Corporation of Chennai.

(A Group) III-I (b) Ex. (508)—1 [1]

2. Definitions:—In these rules unless there is anything repugnant in the subject or context. —

- (1) 'Act' means the Madurai City Municipal Corporation Act, 1971 (Tamil Nadu Act 15 of 1971) in the case of Corporation of Madurai and the Coimbatore City Municipal Corporation Act, 1981 (Tamil Nadu Act 25 of 1981) in the cases of Corporations of Coimbatore, Tiruchirappalli, Tirunelveli and Salem;
- (2) A person is said to be 'appointed to the service, when in accordance with these rules, or in accordance with the rules applicable at that time, as the case may be, he discharges for the first time the duties of a post borne on the scale of the service or commences the probation, instruction or training, if any, prescribed for members thereof ;
2(A) தரப்புகள் அமைதி மையம் (amended) 20.3.2011 மறுபதிப்பு 25.8.2011
- (3) 'Appointment Committee' means the Committee constituted by the Council under the Act for the purpose of appointment of employees under Class III and IV ;
- (4) "Approved Candidates" means a candidate whose name appears in the authoritative list of candidates selected for appointment to any service, class or category of the service ;
- (5) "Approved probationer" in a service class or category of the service means a member of that class or category of the service who has satisfactorily completed his probation in a service ;
- (6) "Backward Classes" and 'Most Backward Classes' mean the communities classified as such in the General Rules for the Tamil Nadu State and Subordinate Services ;
- (7) "Commissioner" means the Commissioners of Madurai or Coimbatore or Tiruchirappalli or Tirunelveli or Salem as the case may be ;
- (8) "Corporation" means the Corporations of Madurai or Coimbatore or Tiruchirappalli or Tirunelveli or Salem as the case may be ;
- (9) "Discharge of a member of the service" means dispensing with the service for want of vacancy in a Municipal Corporation ;
- (10) A person is said to be "on duty" as a member of the service—
(a) when he is performing the duties of a post borne on the cadre of the service or is undergoing the probation, instruction or training, if any, prescribed for the service ; or
(b) when he is on joining time, or
(c) when he is absent from duty during vacation or on authorised holidays or on casual leave taken in accordance with the instructions regulating such leave having been on duty immediately before and immediately after such absence or ;
(d) When he has Compulsorily to wait for orders of posting on return from leave.
- (11) "General rules" means the rules in Part II of these rules.
- (12) 'Member of the service' means a person who has been appointed to the service and who has not retired or resigned or removed or dismissed, or substantially transferred or reverted to another service or discharged otherwise than for want of a vacancy in a municipal corporation. He may be a probationer or an approved probationer of that service ;
- (13) "Military duty" means the duty of any kind defined in Part I "Preliminary" of the Tamil Nadu State and Subordinate Service Rules.
- (14) "Probationer in the service" means a member of the service who has not completed his probation.
- (15) "Promotion" means the appointment of a member of any class or category or to a higher class or category of the service ;
- (16) A person is said to be a 'recruited direct' when he is not already a member of the Corporation service, to which the direct recruitment is made ;
- (17) "Reversion" means the reversion of a member of a class or category of the service to lower class or category of the service for want of vacancy ;
- (18) "Scheduled Castes" means the communities classified as such in the General Rules for the Tamil Nadu State and Subordinate Services ;

(19) "Scheduled Tribes" means the communities classified as such in the General Rules for the Tamil Nadu, State and Subordinate Services ;

(20) "Service" means any one of the Corporation Services in Part III of these rules ;

(21) "Special Rules" means the Rules in Part III applicable to each service ;

(22) "Transfer" means the posting of a person holding one post to another post having identical scale of pay in the same service or from one service to another service in the same Corporation in accordance with the provisions contained in the Special Rules;

(23) "War Service" means the service of any kind defined in Part I "Preliminary" of the Tamil Nadu State and Subordinate Service Rules.

PART II.

GENERAL RULES.

1. *Scope of the General Rules.*—The rules in this part shall apply to all the posts referred to in the Special Rules contained in Part III of this rule and to the holders of every post whether temporary or permanent of any class or category of the service.

Explanation.—If any doubt arises as to whether these rules shall apply to any person or not, in a particular class or category of the service, the matter shall be referred to the Government whose decision shall be final.

2. *Relation to the special rules.*—If any provision in the general rules contained in this part is repugnant to a provision in the special rules applicable to the services contained in Part III, the latter shall, in respect of that service prevail over the provisions in the general rules in this part.

3. *List of approved candidates.*—A first appointment to any class or category of any of the service shall be made by the appointing authority from a list of approved candidates. Such list shall be prepared by the appointing authority in the manner laid down in rule 4. Where the candidates, in such list are arranged in their order of preference, appointments to the service shall be made in such order.

4. *Procedure for recruitment.*—Vacancies for the posts to be filled up by direct recruitment shall be notified to the local Employment Exchange, and shall be filled up only from among the candidates sponsored by the Employment Exchange. Only in case where the Employment Exchange intimates non-availability of suitable qualified candidates, selection of candidates may be made through advertisement in the local news papers.

Every candidate selected for appointment by the Appointment Committee constituted under the Act shall possess the qualifications prescribed for the respective posts and shall be physically found suitable on being sent for medical examination.

Discharge or revocation and re-appointment of probationers and approved probationers.—Probationers and approved probationers shall be reverted or discharged for want of vacancy in the following order :

- (i) The probationers in the order of juniority, and
- (ii) The approved probationers in the order of juniority.

6. *Members absent from duty.*—The absence of a member of the service from duty whether on leave or foreign service or on deputation or for any other reasons and whether his lien in a post borne in the cadre of the service is suspended or not, shall not if he is otherwise fit, render him ineligible in his turn—

(a) for re-appointment to a vacancy in the class, category or post in which he may be a probationer or any approved probationer ;

(b) for promotion from a lower to a higher category in the service as the case may be in the same manner as if he had not been absent. He shall be entitled to all the privileges in respect of appointment, seniority, probation and appointment which he would have enjoyed but for his absence, subject to his completing satisfactorily the period of probation on his return.

