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Public Services - Tamil Nadu Public Health Subordinate Service - Adhoc rules for the temporary post of Data Entry Assistant - Orders Issued.

HEALTH AND FAMILY WELFARE DEPARTMENT

G.O. Ms. No. 277

Dated the 4th August 1995.

Read:

- 1) G.O. Ms. No. 498, Health and Family Welfare Department, dated 5-5-1992
- 2) G.O. (4-B) No. 3, Health and Family Welfare Department, dated 9-6-1995
- 3) Government Letter No. 77701/EAP-1/95-5, Health and Family Welfare Department, dated 9-11-1996
- 4) From the Director of Public Health and Preventive Medicine, Lr. No. 95487/Inn.1/95/S2, dated 7-8-1995.

ORDER:

The following notification will be published in the Tamil Nadu Government Gazette:-

Notification

In exercise of the powers, conferred by the proviso to Article 309 of the Constitution of India, the Governor of Tamil Nadu hereby makes the following rules:-

The rules hereby made shall be deemed to have come into effect on the 21st day of June 1995.

RULES

The General rules applicable to the holders of permanent post in the Tamil Nadu Public Health Subordinate Service shall apply to the holders of the temporary post of Data Entry Assistant, sanctioned from time to time, for the Department of Public Health and Preventive Medicine subject to modification specified in the

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following rules:

2. Constitution: The post shall constitute a class in the said service.

3. Appointment: Appointment to the post shall be made as follows:-

- i) by direct recruitment; or
- ii) by transfer from any other class;
- iii) by recruitment by transfer from the Record Clerk in Class XXII of Tamil General Subordinate Service; or
- iv) by recruitment by transfer from any service.

4. Appointing Authority: The appointing authority for the post shall be the Director of Public Health and Preventive Medicine.

5. Qualification:- (a) Age:

No person shall be eligible for appointment to the post by direct recruitment, if he has completed or will complete 30 years of age on the first day of July of the year in which the selection for appointment is made.

(b) Other Qualification:

No person shall be eligible for appointment to the post unless he possess the following qualifications, namely:-

- (i) Must have passed S.S.L.C., and
- (ii) Must have obtained a diploma in programming for which the period of study should not be less than 2 years.

6. Probation: Every person appointed to the post by direct recruitment shall from the date on which he joins duty be on probation for a total period of two years within a continuous period of two years.

Provided that every person appointed to the post by recruitment by transfer shall from the date on which he joins duty be on probation for a total period of two years within a continuous period of two years.

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There shall be paid to holders of the post a monthly pay calculated:

- (i) in the scale of pay of Rs. 975-25-1450-30-1569 and from 28-6-1995 to 31-12-1995; and
- (ii) in the scale of pay of Rs. 3200-25-4900 and from 1-1-1996.

(By order of the Government)

L.K. THIRAIY,
SECRETARY TO GOVERNMENT.

- The Works Manager, Government Central Press, Chennai-600 079 (six copies for publication in the Tamil Nadu Government Gazettee)
- The Director of Public Health and Preventive Medicine, Chennai-600 006.
- The Accountant General, Chennai-600 018.
- The Accountant General, Chennai-600 035.
- The Secretary, Tamil Nadu Public Service Commission, Chennai-600 002.

- Copy to Personnel and Administrative Reforms (Per.G) Department, Secretariat, Chennai-600 009.
- Law Department, Secretariat, Chennai-600 009.

Forwarded/By order

S. Nair
SECTION OFFICER.

Attested.

S. P. Subramanian

26/9/95
Statistical Officer

Office of the Director of
Public Health and Preventive Medicine
Madras-600 006.

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S.No.20. **Data Entry Assistant** - Rs. 5,200 – 20,200 + 2,000/- GP

- i. by direct recruitment (or)
- ii. by transfer from any other class (or)
- iii. by recruitment by transfer from the post of Record Clerk in class XXII of TN General Subordinate service (or)
- iv. by recruitment by transfer from any other service.

(i) **Classification of Service** - Tamil Nadu Public Health Subordinate Services
(ii) **Educational Qualification**

Must have passed SSLC & ii. Must have obtained a diploma in Computer programming for which the period of study should not be less than six months.

(iii) **Duties and Responsibilities**

(iv) **Feeder Category -**

- i. By direct recruitment (or)
- ii. by transfer from any other class (or)
- iii. by recruitment by transfer from the post of Record clerk in class XXII of TN General Subordinate service (or)
- iv. by recruitment by transfer from any other service.

(v) **Promotion Category** -- Data Entry Assistant *Statistical Description*

(vi) **Adhoc rules** (G.O.Ms.277 H&FW Dept, Dated :.04.08.2000)