

Roc.No.33557/2006/K1

Dated: 24.01.2007.

CIRCULAR

Sub: Establishment – filling up of vacancies in Municipalities through Direct recruitment – Staff Committee approval – accorded – instructions issued.

- Ref: 1. This Office Ir. Roc.No.33557/2006/K1 dated 6.11.2006.
2. This Office Ir. even No. dated 5.12.2006.
3. G.O.Ms.No.19 Municipal Administration and Water Supply Department dated: 18.1.2007

invite your attention to the references cited. In this office letter 1st cited, you have been instructed not to fill up the vacancies in Municipalities temporarily, since Staff Committee approval is necessary for filling up the posts.

Subsequently details regarding vacancies in Municipalities in all services have been collected through Regional Director of Municipal Administrations and furnished to Government.

Now in the reference 3rd cited, Government have issued orders permitting to fill up the posts in Municipalities with certain conditions / guidelines.

Based on the Government orders, the following instructions / guidelines are issued for filling up the existing vacancies in Municipalities.

1. Out of the total existing vacancy of Junior Assistants, 25% should be filled up by compassionate grounds appointment.
2. If there is no vacancy in the Municipality for compassionate grounds appointment, the said Municipal Commissioner shall obtain the list of qualified persons from the Commissioner of Municipal Administration and then fill up the post.
3. Promotion posts shall not be filled up by direct recruitment or by NMRs as per Tamil Nadu Municipal Service Rules. The promotion posts shall be filled up with reference to educational qualification, seniority and etc. as

prescribed in the respective service rules. If there is no qualified person is available to appoint by promotion, then the vacancy may be filled up by following the rules.

4. As per the orders issued in G.O.Ms.No.21 Municipal Administration and Water Supply Department dated 23.2.2006 while making appointments preference should be given to the NMRs.
5. Though the Government have accorded permission to fill up all vacant posts, the Municipal Commissioners should examine critically whether all these posts are quite essential to the Municipalities, before making appointments.
6. The expenditure of the Urban Local Body on pay and pension charges should not exceed 49% of the revenue income after filling up of existing vacant posts.
7. If the pay and pension charges of the employees exceeds 49% of Revenue income necessary proposal should be submitted to Government for obtaining permission to fill up the posts.

All the Municipal Commissioners are instructed to follow the above instructions scrupulously and vacancies should be filled up before 28.2.2007 without fail.

No of posts to be filled up by direct recruitment in each service for each Municipality is enclosed for ready reference.

The receipt of the letter should be acknowledged by return of post.


Commissioner of Municipal
Administration.

To
All the Municipal Commissioners.

Copy to:- All Regional Directors of Municipal Administration.