

TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
SERVICE REGULATIONS, 1972.

(B.P. Ms.No.398, dated 13th December 1972)

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In exercise of the powers conferred by sub-sections (1) and (2) of section 73 of the Tamil Nadu Water Supply and Drainage Board Act 4 of 1971), the Tamil Nadu Water Supply and Drainage Board with the previous approval of the Government of Tamil Nadu hereby makes the following regulations in respect of the Officers and servants of the Board:-

1. Short title and commencement:- (a) These regulations shall be called “The Tamil Nadu Water Supply and Drainage Board Service Regulations, 1972”.

(b) They shall be deemed to have come into force on the 14th of April 1971.

2. Application:- (1) These Regulations shall apply to the holders of all the posts under the Board (other than those employed occasionally or subject to discharge without notice) whether temporary or permanent except to the extent otherwise expressly provided:-

(a) by or under any orders for the time being in force: or(b) in respect of any member of the Board Service by a contract or agreement subsisting between such member and the Board.

Provided that nothing in these regulations shall, unless a contrary intention is expressly indicated therein, operate to deprive any such person of any right or privilege to which he is entitled by or under any rule or order applicable to him prior to the making of these regulations.

(2) The Board shall be the authority competent to interpret these regulations and the decisions of the Board shall be final and binding.

(3) The Board may by notification, with the previous, sanction of the State 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:- (1) In these regulations, unless there is anything repugnant in the subject or context-

(i) “The Act” means the Tamil Nadu Water Supply and Drainage Board Act, 1970.

(ii) “Board” means the Tamil Nadu Water Supply and Drainage Board.

(2) A person is said to be “appointed to the Service” when in accordance with these regulations or in accordance with the rules 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 class or service or commences probation, instruction or training prescribed for members thereof.

(3) “Approved candidate” means a candidate whose name appears in an authoritative list of candidates approved by the Board for appointment to any class, or category of the Board’s Service.

(4) “Approved probationer” in any class or category in the service means a member of the class or category who has satisfactorily completed his probation and has been declared as such and awaits appointment as a full member in that class or category.

(5) “Backward Classes” means the communities mentioned as such in Schedule I to Part I of General Rules for the Tamil Nadu State and Subordinate Service as amended from time to time, by the Government of Tamil Nadu.

(6) “Discharge of a Probationer” means in case the probationer is a full member or an approved probationer in any other class or category reverting him to such service, class of another service or category and in any other case, dispensing with his services.

(7) A person is said to be “on duty” as a member of the Board’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 on training prescribed by the Board for such service:

(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 issued by the Board having been on duty immediately before and immediately after such absence.

(d) When he is undergoing any course of Study, training or instruction for which he is deputed by the Board. (B.P.Ms.No. 83, dated 12.3.74)

(8) “Full member” of a service means a member of that service who has been appointed substantively to a permanent post borne on the cadre thereof:

(9) “Member of the Service” means a person who has been appointed to the service of the Board and who has not retired or resigned, been removed or dismissed, been substantively transferred or reduced to any other category or class or reverted to Government service or been discharged otherwise than for want of vacancy. He may be a probationer, an approved probationer or a full member in the Board’s Service.

(10) "Military duty" means, the duty declared as such from time to time by the Government of Tamil Nadu.

(11) "Minimum general educational qualification" means the qualification referred to in Schedule I to Part II of the General Rules for the Tamil Nadu State and Subordinate Service, as amended from time to time, by the Government of Tamil Nadu.

(12) "Probationer" in the Board's service means a member of that service who has not completed his probation.

(13) "Promotion" means the appointment of a member of any category or class in the Board's service to a higher category or class in the said service.

(14) "Recruited direct" excepting the cases of appointment by promotion, by transfer or by appointment from Government service on deputation or on foreign service terms from any other organization or by appointment on contract, all other appointments directly made shall be deemed to be made by direct recruitment.

(15) "War Service" means such service as has been recognized as war service from time to time by the Government of Tamil Nadu.

(16) "Schedule Castes" and "Schedule Tribes" means the communities mentioned as such in Part A & B of Schedule II to Part I of the General Rules for the Tamil Nadu State and Subordinate Service as amended by the Government of Tamil Nadu.

(17) "Diploma or Degree" – In cases where the regulations prescribe a degree or diploma as a qualification, then the degree or diploma granted by any of the Universities or Institutions recognized by the University Grants Commission for the purpose of grant specified in Schedule II to the General Rules for the Tamil Nadu State and Subordinate Service as amended from time to time shall be recognized as qualification.

Explanation.- Definitions, as well as other conditions of service etc., not explicitly mentioned in these regulations, will be the same as found in the Fundamental Rules and the Subsidiary Rules issued by the Government of Tamil Nadu.

4. Classification of Services.- The Services under the Tamil Nadu Water Supply and Drainage Board shall be classified as Class I, Class II, Class III and Class IV as detailed below:

Class I - All Officers the minimum of whose scale of pay is Rs.1,150 or above.

Class II - All Officers the minimum of whose scale of pay is Rs.750 and above and less than Rs.1,150 and these posts specifically classified by the Board as such.

Class III - All staff the minimum of whose scale of pay is Rs.350 or above and less than Rs.750 and also those posts specifically classified by the Board as such.

Class IV - All other posts whose scale of pay is below Rs. 350 specifically classified by the Board as such.

5. Constitution.- (a) The following services shall be constituted for the officers and servants of the Board.-

- I. Tamil Nadu water Supply and Drainage Board General Service.
- II. Tamil Nadu water Supply and Drainage Board Engineering Service.
- III. Tamil Nadu water Supply and Drainage Board Engineering Subordinate Service.
- IV. Tamil Nadu water Supply and Drainage Board Ministerial Service. (B.P.Ms.No. 141, dt. 4.3.86)
- V. Tamil Nadu water Supply and Drainage Board Basic Service. (B.P.Ms.No. 585, dated 10.12.81.)
- VI. Tamil Nadu water Supply and Drainage Board Accounts Service.
- VII. Tamil Nadu water Supply and Drainage Board accounts Subordinate Service (B.P.Ms.No. 321, dt. 2.7.84).
- VIII. Tamil Nadu water Supply and Drainage Board General Subordinate Service.
- IX. Tamil Nadu water Supply and Drainage Board Mechanical Subordinate Service (B.P.Ms.No.141, dt. 4.3.1986).

The posts constituting each service are given below:.

I. Tamil Nadu Water Supply and Drainage Board Service.-

- Category.-
1. Secretary to the Board.
 - 1.A Deputy Secretary.
 2. Chief Accounts Officer.
 3. Assistant Secretary to the Board.
 4. Non-Technical Personal Assistant to Chief Engineer.

II. Tamil Nadu water Supply and Drainage Board Engineering Service.

- Category.-
1. Chief Engineer.
 2. Superintending Engineer.
 3. Executive Engineers (including Deputy Chief Engineer)
 4. Assistant Executive Engineers. (B.P.Ms.No.124, dt.6.4.1988)

5. Chief Head Draughtsman
6. Assistant Engineer. (B.P.Ms.No.124, dt.6.4.1988)
7. Assistant Water Analyst
8. Assistant Geologist and
9. Geological Assistant. } B.P. (Ms.)No.211, dt 25.6.77.
10. EDP Manager
11. System Analyst } B.P.(Ms).No.7 Estt.(per)
dt.9.1.08

III. Tamil Nadu water Supply and Drainage Board Engineering Subordinate Service:-

- Category:-
1. Junior Engineers (B.P.Ms.No.124, dt.6.4.1988)
 2. Head draughtsman
 3. Draughtsman, Grades I, II and III
 4. Assistant Draughtsmen
 5. Blue Print Operators.
 6. Water Works Superintendent
including Electrical Superintendent; and
 7. Work Assistant including } B.P.Ms.no. 141
Technical Assistant. dt.4.3.86.

NOTE:- A Junior Engineer or Assistant Engineer or Assistant executive Engineer or Executive Engineer when posted to a Municipality shall be designated as Municipal Engineer, grade III, grade II and grade I respectively (B.P.Ms.No. 124, dated 6.4.88)

IV. Tamil Nadu water Supply and Drainage Board Ministerial Service:-

- Category:-
1. Superintendents
 2. Managers
 3. Office Assistants
 4. Assistants.
 5. Confidential Stenographer
 6. Upper Division Stenographer (Camp Clerk to
Chief Engineer)
 7. Junior Assistants
 8. Typists including Steno-typists
 9. Store keepers.
 10. Receptionist-cum-Telephone Operator
 11. Works clerk and
 12. Record assistant. } B.P.Ms.No. 141, dated 4.3.86
 13. Programmer
 14. Console Operator } B.P.(Ms).No.7 Estt.(per)
dt.9.1.08

V. Tamil Nadu water Supply and Drainage Board Basic Service:- (B.P.Ms.No. 585, dated 10.12.81)

- Category:-
1. Daffedar
 2. Basic Servants and
 3. Basic workers including watchman, Lascars, Gardeners and Sweepers.

**VI. Tamil Nadu water Supply and Drainage Board Accounts Service:-
(B.P.Ms.No. 321, dated 2.7.84)**

- Category:-
1. Accounts Officer (Entitlement)
 2. Other Accounts Officers.

VII. Tamil Nadu water Supply and Drainage Board Accounts Subordinate Service:- (B.P.Ms.No. 321, dated 2.7.84)

- Category:-
1. Junior Accounts Officer.
 2. Divisional Accountants

VIII. Tamil Nadu water Supply and Drainage Board General subordinate Service.-

(i) Maintenance and Operation Branch:-

- Category.-
1. Electrician Grade I and II
 2. Fitters, Grade I and II (including Crane Operator and Mixer Machine Operator)
 3. Plumber
 4. Filter Operator & Mechanic including Filter Bed Operator
 5. Turn Cock
 6. Pump Operator including Assistant Mechanic
 7. Work Inspector, grades I and II
 8. Helper
 9. Cleaner Grades I & II and
 10. Boring Mechanic

(ii) Research branch:-

- Category.-
1. Junior Water Analyst including Laboratory assistant and Chemist; and
 2. Laboratory Attender.

(iii) General Branch:-

- Category.
1. Driver including Jeep, Van, Lorry, Rigs and tractor Driver; and
 2. Record Clerk.

IX. Tamil Nadu water Supply and Drainage Board Mechanical Subordinate Service:- (B.P.Ms.No. 141, dated 4.3.1986)

- Category:-
1. Junior Mechanical Engineer
 2. Foreman (Mechanical/Electrical)
 3. Assistant Foreman
 4. Mechanic Grades I and II
 5. Rewinder
 6. Assistant Rewinder

7. Turner
8. Welder Grades I and II
9. Smith
10. Machinist
11. Tinker
12. Auto Electrician
13. Painter
14. Tool Room Attender
15. Tool keeper
16. Drilling Supervisor
17. Driller
18. Assistant Driller; and
19. Air Compressor Operator including Air Compressor Mechanic.

6. Cadre.- The permanent cadre strength of each class, category and grade of the Board Service shall be fixed by the Board. The necessity or otherwise for permanent retention of temporary posts will as a rule, be examined by the Board after a period of five years from the date of creation of the post concerned.

7. Proportion or Order of filling up of vacancies.- Where the normal method of recruitment to any class of service or category or grade is both by direct recruitment and by promotion:-

(i) the proportion or order in which the vacancies may be filled by persons recruited direct and by promotes shall be as may be prescribed by the Board.

(ii) nothing in this regulation shall adversely affect any person who on the date of issue of these regulations was a probationer in such class of service, category or grade, as the case may be.

8. Reservation of Appointment.- The principle of reservation of appointments in laid down in rule 22 of General Rules for the Tamil Nadu State and Subordinate Service shall apply in case of direct recruitment to all posts. The reservation of appointment to the posts shall be made on the following basis:-

(a) The unit of selection for appointment for the purpose of this regulation shall be one hundred of which eighteen shall be reserved for the Scheduled Castes and Scheduled Tribes and thirty one shall be reserved for the Backward Classes and the remaining fifty one shall be filled on the basis of merit.

(b) The claims of members of the Scheduled Casts and Scheduled Tribes and the Backward Classes shall also be considered for the fifty one appointments which shall be filled on the basis of merit; and where a candidate belonging to a Scheduled Castes, Scheduled Tribes or a Backward Classes is selected on the basis of merit the number of posts reserved for Scheduled Castes and the Scheduled Tribes or for Backward Classes, as the case may be, shall not in any way be affected.

(c) Appoints under this regulation shall be made in the order of rotation as prescribed by the Government of Tamil Nadu from time to time.

(d) If qualified and suitable candidate belonging to any of the Scheduled Castes and Scheduled Tribes or the Backward Classes is not available for appointment in the turn allotted for them in the cycle, the turn will lapse and the vacancy shall be filled by the next turn in the order of rotation. No account shall be taken of any lapsed turns of the Scheduled Castes and the Scheduled Tribes or of the Backward Classes.

9. Mode of Recruitment.- The Board shall notify all vacancies for posts to be filled up by direct recruitment to the local employment Exchange as provided for in the Employment Exchanges (Compulsory Notification of Vacancies) Act 1959 (Central Act No. 31 of 1959) and the rules made thereunder. If the local Employment exchange is unable to sponsor the required number of qualified and eligible candidates and gives a certificate to that effect, the Board shall advertise the remaining vacancies in at least one English daily newspaper and one Tamil Daily newspaper having wide circulation in the area. The selection of candidates shall be made from among the candidates sponsored by the Employment Exchange and or who responded to the advertisement as the case may be. The selection shall be made by a Selection Committee to be constituted by the Board consisting of the Chairman, the Managing Director and one more member to be nominated by the Board. (B.P.Ms.No. 401, dated 28.9.76). The Chairman shall be the Chairman of the Selection Committee so constituted shall function for one year from the date of its constitution. The Board may direct the Selection Committee to make the selection on the results of a written examination or interview or of both as it considers suitable. The lists of candidates selected and arranged in the order of preference for a Class I Service shall be submitted to the Board for approval. All appointments by direct recruitment shall be made only from the list thus approved by the Board. In case the Board disagrees with the recommendations of the Selection Committee, the Board shall cause the matter to be referred back to the Selection Committee for reconsideration in the light of the views expressed by the Board. The Selection Committee's recommendations shall be final for posts in Class II and Class III and appointments by direct recruitment to the classes made with reference to the recommendations of the Selection Committee be reported to the Board for information.

(2) Selection for appointment by direct recruitment to Class IV shall be made by the appointing authority by inviting applications through the Employment Exchange.

(3) The selection of candidates for appointment for work-charged and nominal muster roll establishment shall be made by the appointing authorities by inviting applications through the Employment Exchange.

(4) For promotion to posts of executive engineers and Superintending Engineers of the Tamil Nadu water Supply and Drainage Board, the Chief Engineer of the Board shall prepare a list of all eligible candidates arranged in the order of seniority for consideration having regard to their efficiency-cum-seniority showing in the list their names, present designation, present pay, age, qualifications and experience and forward the same to the Managing Director with their confidential reports. The Managing Director after scrutinizing the lists and the confidential reports

will select and appoint the candidates in respect of the post of Executive Engineers. In respect of Superintending Engineers, the Managing Director will make his recommendations to the Board for selection, and based on the selection by the Board he will issue appointment orders. (B.P.Ms.No. 320, dated 1-9.98). The appointment of Chief Engineer of the Board will be made subject to the approval of the Government.

(5) No appeal shall lie against the decision of the Selection Committee in regard to direct recruitment. All appeal shall however, lie to the Board for appointments made by promotion on the basis of the recommendations of the Selection Committee and the Board shall dispose of such appeals on merits and its decision shall be final. With regard to appointment by promotion approved by the Board, a revision shall lie to Government.

(6) In respect of promotions to technical posts below the rank of Assistant Executive Engineers and promotions to non-technical posts in Board's Secretariat and Chief Engineer's office and other subordinate offices of Chief Engineer, the appointing authority is competent to make the promotions.

(7) Notwithstanding anything contained in the above Regulation, the Board may in any particular case or class of cases adopt a special procedure as more appropriate than the one prescribed in any of the said Regulations.

10. *Revision of list of approved candidates for appointment or promotion.* - Notwithstanding anything contained in these regulations, the Board shall have power to revise in any manner it considers suitable, any lists of approved candidates prepared by the competent authority for appointment or promotion to any post.

11. (a) *Candidates included in more than one approved list:*- Where a candidate's name has been included in the list of approved candidates for more than one class or category of service, the appointing authority who proposes, to appoint such a candidate first shall require him to elect the class or category of service to which he wishes to be appointed. On such selection, the candidate's name shall be removed from the list of approved candidates for the class or category of service or services to which he does not wish to be appointed.

(b) An approved candidate for any class or category of service who joins the Armed Forces in connection with the National Emergency before he is appointed to the class or category for which he has been selected or a person who while on such military duty is selected and included in the list of approved candidates for appointment to a class or category of service under the Board, shall be appointed to such class or category on his due turn with effect from the date on which he would have been so appointed but for his absence on military duty. With effect from the date on which he is so appointed, he shall be entitled to count the period of his military duty towards probation in his post under the Board. He shall be deemed to have entered the time scale applicable to the post with increments which he shall be eligible in the time scale applicable to the post with effect from the same date. The military duty shall count for increments to which he shall be eligible in the time-scale in the same manner in which they would have been admissible, if he had not taken up the military duty. On discharge from military duty, he shall within a period of six

months from the date of such discharge, take up his post under the Board, and thereafter, undergo such portion of the period of probation as remain after counting the period of military duty under the sub-regulation. He shall also undergo such training and pass such tests as may have been prescribed in these regulations for the said post within a period equal to the prescribed period of probation or such other period as may have been prescribed in these regulations from the date of joining the post after discharge from military duty.

Provided that the time – limit of six months referred to in this sub-regulation shall not apply to a person who is wounded while on military duty or as a result of such duty is otherwise rendered unfit to take up his post within that time. he may take up his post after he is declared on medical examination to be fit for duty, within a period of two years or such further period as may be granted by the appointing authority from the date of his discharge from military duty.

12. *Permanent allotment of candidates to units and their appointment.*- (1) For purpose of direct recruitment to the Board's Service, the Offices specified below shall be a departmental unit.

(a) Board's Secretariat (in the City)

(b) Office of the Chief engineer, Circle, Division and Subordinate offices, Tamil Nadu water Supply and Drainage Board.

(2) For purposes of recruitment, promotion, seniority, probation, discharge for want of vacancies, re-appointment of probationers and approved probationers and appointment as full members, the offices specified above shall be separate departmental unit.

(3) List of approved candidates for appointment by direct recruitment shall be prepared separately for each unit of appointment. The candidates included in the list for each unit shall be regarded as permanently allotted to the unit and appointment in each unit shall be made from the list for that unit by the appointing authority for the unit.

13. *Candidates allotted to but not actually employed in a unit.*- A candidate included in the list for a unit but not actually employed, may with the consent of the appointing authority in the unit, be allotted to another unit if no candidate is available from the list current for the latter unit and if the candidate is willing to be so allotted. If a candidate is allotted only on a temporary basis to the latter unit his temporary appointment in that unit shall not count for probation in the class of service and shall cease if the candidate is required to fill a vacancy in the unit in the list for which he has been included.

14. *Failure of approved candidates, discharged probationers and approved probationers to join duty when required.*- When an approved candidate or a probationer or an approved probationer who has been discharged from the service for want of a vacancy, fails without adequate reason to take up, when directed to do so by the competent authority, the duties of a post in a class of service, within 15 days of such notice, his name shall be removed from the list of approved candidates or as the

case may be, from the list of approved candidates or as the case may be from the list to probationers or approved probationers by an order of that authority. In the case of approved probationer, such order shall be passed after observing the prescribed procedure mentioned in the Discipline and Appeal Regulations. An approved candidate, a probationer or an approved probationer whose name has been removed from the list of approved candidates or as the case may be from the list of probationers or approved probationers by an order so passed by the competent authority shall not be eligible for appointment against on the basis of the inclusion of his name in the same list.

Competent Authority.- For the purposes of the above Regulation, the competent authority shall be the Managing Director in the case of Board's Secretariat, the Chief Engineer, Tamil Nadu water Supply and Drainage Board for the office of the Chief Engineer, Tamil Nadu Water Supply and Drainage Board and the Superintending Engineers concerned for Circle Offices.

15. Transfers.- All officers and servants of the Board are subject to transfer from the Board's Secretariat to the unit between the Units and from any unit to the Board's Secretariat. All such transfers and postings shall be made by the authority competent to order such transfers or by the authority to whom powers are delegated.

16. Minimum General Educational Qualifications.- (a) The minimum general educational qualification wherever referred to in these regulations shall mean the qualification prescribed in the schedule to the Tamil Nadu General Service Rules.

(b) A candidate who has rendered war service shall be eligible for appointment to posts for which the minimum general educational qualification referred to in clause (a) above has been prescribed, if he has appeared for the Secondary School Leaving Certificate Examination of the State and has been declared eligible for the college course.

NOTE:- An employee in regular service who does not possess the minimum general educational qualification but who is certified by the competent authority to be deserving of appointment as full member or promotion or transfer from one post to another in the same class of service or from one class of service to another, shall be deemed to possess the minimum general educational qualification if he appears for the examination of the S.S.L.C. standard conducted by the Tamil Nadu Public Service

Commission and obtains the minimum percentage of marks specified below.

Subject of the examination.	<u>Minimum Percentage</u>	
	Scheduled castes and scheduled Tribes	Other Commu nities.
1. An essay paper in two parts, the first part being essay in Tamil and the Second part in English.	35	40
2. A Translation paper in two parts, first part being translation from Tamil into English and the second part from English to Tamil.	35	40
3. A paper in general knowledge which will be set in English, the candidates being given the option of answering either in English or in Tamil.	35	35
4. A paper in precis writing in English.	35	35

17. General conditions for appointment.- (a) No person shall be eligible for appointment to any class of service by direct recruitment unless he has attained the age of 18 years on the first day of July of the year in which the selection for appointment is made and satisfies the Board or the Selection Committee or the appointing authority, as the case may be.

(i) that he is of sound health, active habits and free from any bodily defect or infirmity unfitting him for such service.

(ii) that his character and antecedents are such as to qualify him for such service; and

(iii) that such person does not have more than one living wife/husband.

(b) A candidate for appointment to a post under the Tamil Nadu Water Supply and Drainage Board must be.-

(i) a citizen of India; or

(ii) a subject of Sikkim; or

(iii) a subject of Nepal; or

(iv) a subject of Bhutan; or

(v) a Tibetan refugee who came over to India before the 1st, January 1962 with the intention of permanently settling in India; or

(vi) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon or any of the East African countries of Kenya, Uganda or the United Republic or Tanzania (formerly Tanganyika and Zanzibar) with the intention of permanently settling of India.

Provided that a candidate belonging to categories (iii), (iv), (v) and (vi) shall be a person in whose favour a certificate of eligibility has been given by the Government of Tamil Nadu and if he belongs to category (vi) the certificate of eligibility will be issued for a period of one year, after which such a candidate will be retained in service subject to his having acquired Indian Citizenship.

A candidate in whose case a certificate of eligibility is necessary, may be admitted to an examination or interview conducted by the Tamil Nadu Water Supply and drainage Board or other recruiting authority and he may also provisionally be appointed subject to the necessary certification being given to him by the Government of Tamil Nadu.

(c) The upper age limit prescribed in these regulations shall not apply:-

(i) to the appointment of a candidate belonging to any of the Scheduled Castes, Scheduled Tribes or Backward Classes to a Category of Post included in a class of service for which the regulations prescribe a qualification lower than the degree of B.A., or B.Sc., of any of the Universities recognized by the University Grants Commission for the purpose of its grant, if such candidate possesses a general educational qualification, which is higher than that referred to in regulation 16 and he is otherwise qualified for appointment; or

(ii) to the appointment to a post included in a class of service of a candidate belonging to any of the Scheduled Castes, Scheduled Tribes or Backward Classes who holds a degree of any of the Universities recognized by the University Grants Commission prescribed for appointment to such post and if he is otherwise qualified for appointment; or

Provided that for direct recruitment to a post included in a class of service for which the minimum qualification required is not higher than the minimum general educational qualification, the age-limit prescribed shall be increased by five years in respect of candidates belonging to Scheduled Castes or Scheduled Tribes, who do not possess a general educational qualification, which is higher than the minimum general educational qualification; (B.P.Ms.No. 585, dated 10.12.81)

(iii) to the appointment, in special circumstances to be recorded in writing, of a person selected for appointment to one class or service or category thereof, to another class of service or category thereof the qualification prescribed for appointment to which are identical with those prescribed for appointment to the former class of service or category.

(d) In the case of a candidate who has rendered war service the period of his war service shall be excluded in computing his age for appointment. Such person shall, if invalidated from war service be entitled to deduct from his age the period from the time when he was invalidated upto the 1st April 1946.

(e) The age-limit in respect of posts to which minimum general educational qualification or lower qualification has been prescribed in the regulation, shall be increased by five years in the case of candidates belonging to Scheduled Castes and Scheduled Tribes. (B.P. Ms. No. 319, dated 5.8.76).

18. *Language Qualification.*- No person shall be eligible for appointment to any service either by direct recruitment or any recruitment by transfer or by promotion unless he has an adequate knowledge of the official language of the State, namely, Tamil.

Explanation: For the purpose of this sub-rule, a person with an adequate knowledge of Tamil shall mean a person (i) who has acquired knowledge in Tamil in the High School Course, or (ii) who whether his mother-tongue is Tamil or not, is able to speak, read and write Tamil; or (iii) who has passed the Second Class Language Test in Tamil.

Provided that where a person appointed to any service by transfer or by promotion has not acquired an adequate knowledge of Tamil, he shall be deemed to have acquired an adequate knowledge of Tamil if he passes the second class Language Test in Tamil within the period of his probation or within a period of two years of duty within a continuous period of three years if no probation has been prescribed. If he fails to pass the test within such period he shall not be eligible to draw increments in time scale of pay applicable to him until he passes the test such inability to draw increment shall not have the effect of postponing his future increments after he has passed the test.

Provided further that in the case of appointment to technical service if no qualified and suitable candidates possessing an adequate knowledge of Tamil are available, recruitment may be made from among persons who do not possess adequate knowledge of Tamil subject to the condition that such person shall the second class test in Tamil within the period of their probation.

19. *Appointment.*- (1) Appointment to the posts specified in column (1) of the table below shall be made by the methods specified in the corresponding entries in

column (2) thereof;

THE TABLE

TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD GENERAL SERVICE.

<u>Name of the post</u> (1)	<u>Method of appointment</u> (2)
Secretary. (B.P.Ms. No. 506, Dt. 13.12.83 and B.P.Ms No. 591, dt. 31.12.84)	Promotion from category 1-A or 3; By deputation of Deputy Secretary to Government with not less than three years of service or a Joint Secretary to Government; and by direct recruitment either permanently or on contract.
(1-A) Deputy Secretary	By promotion from category 3 (B.P. Ms. No. 506, dated 13.12.1983)
2. Chief Accounts Officer (B.P.Ms.No. 321, dated 2.7.84)	By deputation of deputy or Assistant Secretary to Government in the Finance Department; By deputation from among the Offices of the Treasury and Accounts Service or from Deputy or Assistant Examiner of Local Fund Accounts; By deputation from among the officer of I.A., and A.S. Service of suitable seniority and by direct recruitment permanently or on contract basis.
3. Assistant Secretary	(i) By promotion from Superintendents from among full members or approved probationers in the category of Superintendents of the Board. (ii) by deputation of Assistant secretary to Government or some other officers of the State Government of equal rank; and (iii) by direct recruitment on permanent basis or on contract.

4. Non-Technical P.A. to Chief Engineer
- (i) By promotion from Superintendents who are full members or approved probationers in the office of the Chief Engineer, Tamil Nadu water Supply and Drainage Board and Managers of Circle Offices.
 - (ii) From among the Superintendents, full members or approved probationers in the Tamil Nadu Water Supply and Drainage Board Secretariat; and
 - (iii) By deputation from among the officers of the State Government of suitable category and status.

(2) (a) Appointment to the categories specified in column (1) of the Table below shall be made by the methods specified in the corresponding entries in column (2) thereof:-

II. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
ENGINEERING SERVICE.

<u>Category</u> (1)	<u>Method of appointment</u> (2)
1) Chief Engineer	By promotion from the Superintending Engineer of Category 2 who possess a degree in Engineering (Civil or Mechanical) of an University or Institution, recognised by University Grants Commission for the purpose of its grant. (B.P.Ms.No. 57, dt. 16.2.85)
2) Superintending Engineers.	By promotion from Executive Engineers of Category 3 who possess a degree in Engineering (Civil or Mechanical) of an University or Institution, recognised by University Grants Commission for the purpose of its grant. (B.P.Ms.No. 57, dt. 16.2.85)
3) Executive Engineers	By promotion from the Assistant executive Engineers of category 4.
4) Assistant Executive Engineers	By direct recruitment; and by promotion from the Assistant Engineers or Junior Engineers.

- 5) Chief Head Draughtsman Office of the Chief Engineer, Tamil Nadu water supply and Drainage Board. Recruitment by transfer from among the members of the Engineering Subordinate Service in the Office of the chief Engineer, Tamil Nadu Water Supply and Drainage Board.
- 6) Assistant Engineers (i) Direct Recruitment
(ii) Recruitment by transfer .
Recruitment between Direct recruitment and transferees shall be in the ratio of 1:2 . (B.P.(Ms) No.140/E(per)Wing/Dated 06.12.2007.
- 7) Assistant Water Analyst By promotion from the Junior Water Analyst; or by direct recruitment; or by deputation from Government service (B.P.Ms.No. 392, dated 14.8.75)
- 8) Assistant Geologist i) By direct recruitment or
ii) By promotion from among Geological assistants of the Tamil Nadu Water Supply and Drainage Board Engineering Service; or
iii) For special reasons by recruitment by transfer from any other service.
- 9) Geological Assistant i) By direct recruitment; or
ii) By transfer from any other class, category; or
iii) By recruitment by transfer from any other service in the Board (B.P.Ms.No. 211, dated 25.6.77)
10. E.D.P. Manager i) By Direct recruitment (or)
ii) By promotion from System Analyst(or) } B.P.Ms.No.7
iii) Recruitment by transfer } Estt.(per)
dt.9.01.08
11. System Analyst i) By Direct recruitment (or) } B.P.Ms.No.7
ii) By promotion from Programmer (or) } Estt.(per)
iii) Recruitment by transfer } dt.9.0108

(b) The post of Chief Engineer, Superintending Engineers, and Executive Engineers including Deputy Chief Engineers shall be selection posts and promotions to these posts shall be made on grounds of merit and ability, seniority being considered only where merit and ability are approximately equal.

Provided that an Assistant Executive Engineer possessing the Upper Subordinate or Licentiate in Civil Engineering Diploma of the College of Engineering, Guindy, or of the State Board of Technical Education and Training, Madras shall not be eligible for promotion to the post of Executive engineer unless he has shown exceptional merit in his work.

C) (i) Such number of substantive vacancies among Assistant Executive Engineers as the Board may from time to time determine shall be filled or reserved to be filled by direct recruitment on the results of a competitive examination.

(ii) So far as suitable and qualified candidates are available out of every four vacancies successively arising other wise than substantively among Assistant Executive Engineers, the first three vacancies shall be filled or reserved to be filled by recruitment by promotion from among the Assistant Engineers of the Tamil Nadu Water Supply and Drainage Board Engineering Subordinate Service:-

1 Possessing the B.E. Degree and who have rendered not less than five years of service.

2 Municipal Engineers, Grade III taken over to the Department of Public Health Engineering and Municipal Works, possessing Upper Subordinate L.C.E., Diploma of the College of Engineering, Guindy or L.S.E. or L.C.E. Diploma of State Board of Technical Education and Training, Madras or a pass in Sections A and B of the A.M.I.E. (India) Examination having not less than 10 years of Service; or

3 Municipal Engineer, Grade III taken over to the Department of Public Health Engineering and Municipal Works, with L.S. qualification having not less than 18 years of service and the fourth vacancy shall be filled or reserved to be filled by recruitment by transfer from among.-

- (A) Junior Engineers of the Tamil Nadu Water Supply and Drainage Board Engineering Subordinate Service having put in not less than 10 years of service.
- (B) Junior Engineers of the Tamil Nadu Water Supply and Drainage Board Engineering Subordinate Service promoted from the rank of Draughtsman in the same service with U.S. or L.C.E. or L.S.E. Diploma of College of Engineering, Guindy or State Board of Technical Education and Training, Madras or a pass in sections A and B of A.M.I.E (India) Examination having put in not less than 15 years of service or with L.S. qualification having put in not less than 18 years of service.
- (C) Draughtsman, I Grade and Head Draughtsman of the Tamil Nadu water supply and Drainage Board Engineering Subordinate Service possessing the Upper Subordinate or L.C.E. Diploma of the College of engineering, Guindy or L.C.E. or L.S.E of the State Board of Technidal Education and Training, Madras or a pass in Sections A and B of the A.M.I.E (India)Examination
- (D) Draughtsman, I Grade and Head Draughtsman of the Tamil Nadu Water Supply and Drainage Board engineering Subordinate Service with L.S. qualification having put in not less than 18 years of service out of which atleast one year must have been spent on out-door field work.

(3) (a) Appointment to the categories specified in column (1) of the Table below shall be made by the method specified in the corresponding entries in column (2) thereof:-

III. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
ENGINEERING SUBORDINATE SERVICE

<u>Category</u> (1)	<u>Method of appointment</u> (2)
1. Junior Engineers	<p>By direct recruitment including recruitment from among persons in Municipal Councils or Panchayat Union Councils or corporation of Madras;</p> <p>By promotion from Category 2 or 3 provided that they have put in Service for a minimum of ten years in category 3; and</p> <p>For special reasons, recruitment by transfer from any other service. Provided that twenty per cent of the vacancies shall be reserved to be filled by recruitment of municipal supervisors with six years experience.</p>
2. Head Draughtsman	<p>By Promotion from Draughtsman Grade I and if no qualified and suitable draughtsman is available for such promotion appointment shall be made from the holders of the posts in category; for special reasons recruitment by transfer from any other service.</p>
3. Draughtsman Grade I	<p>By promotion from any lower grade and if no qualified and suitable draughtsman is available for such promotion, direct recruitment or for special reasons recruitment by transfer from any other service.</p>
4. Draughtsman Grade II	<p>By promotion from Grade III and by direct recruitment or for special reasons recruitment by transfer from any other service.</p>

5. Draughtsman Grade III By Direct recruitment and promotion from Tracers or for special reasons, recruitment by transfer from any other service. Provided that in individual cases, Junior Engineers possessing the Upper Subordinate Licentiating in Civil Engineering or Licentiate in Sanitary Engineering qualification may be appointed temporarily as Draughtsman, Grade I, II and III according to the Exigencies of services. The Junior engineers (including those possessing Licentiate in Civil Engineering/ Licentiate in Sanitary Engineering Qualifications) so appointed shall draw the pay admissible to them as Junior Engineers, so long as they are retained as Draughtsman.
6. Assistant Draughtsman By direct recruitment and for special reasons recruitment by transfer from any other service.
7. Blue Print Operators By direct recruitment and for special reasons recruitment by transfer from any other service.
8. Water Works
Superintendent including
Electricalsuperintendent
- i) Recruitment by transfer from any other service; or
 - ii) Direct recruitment
9. Work Assistant
including Technical
Assistant
- i) Recruitment by transfer from any other service; or
 - ii) Direct recruitment (B.P.Ms.No. 141, dt. 4.3.1986.

(b) Promotion to the posts of Head Draughtsman and Draughtsman Grade I, II and III shall be made on ground of merit and ability, seniority being considered only where merit and ability are approximately equal.

(c) The direct recruitment of Engineers/Diploma holders/Craftsman by the Tamil Nadu water supply and drainage Board as Junior Engineers, etc., should be confined to those who have completed one year of apprenticeship under the Government of India Scheme or one year of Training under the scheme introduced in the G.O.Ms.No. 1547, Labour Department, dated 10th October 1970.

IV TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
MINISTERIAL SERVICE.

(4) Appointment to the categories specified in column (1) of the Table below shall be made by the methods specified in the corresponding entries in column (2) thereof.

OFFICE OF THE TAMIL NADU WATER SUPPLY AND DRINAGE BOARD
SECRETARIAT AND ACCOUNTS WING.

<u>Category</u> (1)	<u>Method of recruitment</u> (2)
(1) Superintendents (Including Superintendents in Accounts wing)	Promotion of Assistants in Category2; By promotion of Superintendents from the Office of the Chief Engineers; and By recruitment by deputation from secretariat Service on Foreign Service terms and conditions.
(2) Assistants/Accountants	Promotion from Junior Assistants in Category 4; By promotion of Assistants and Accountants from the Chief Engineer's Office; Direct recruitment to not exceeding 25 per cent of temporary vacancies; Recruitment by transfer from any other service Provided that the number of persons recruited by transfer shall not at any time be more than 25 per cent of the permanent cadre of Assistants in the board; and Promotion of typists and steno-typists in very exceptional cases;

Explanation.- A Junior Assistant, Typist or Steno-typist need not have completed his probation before he is promoted as Assistant but a probationer in any such category shall not be promoted in preference to a full member of an approved probationer in the same category.

3. Confidential Stenographer. Promotion from Steno-typists.

- (4) Junior Assistant Direct recruitment;
- Appointment from typists including steno-typists who are full members or approved probationers; and
- For special reasons, recruitment by transfer from any other service.

Note.- The seniority of a person in the category of Assistant appointed from the category of typists or steno-typists, shall be determined by the date of his regular appointment as Junior Assistant. A confidential stenographer is eligible for appointment as Assistant, if he is otherwise qualified and suitable for such appointment.

- (5) Typists including Steno-typists Direct recruitment; and appointment of full members and approved probationers in category 4 viz., Junior Assistants, and for special reasons recruitment from typists or steno-typists in the office of Chief Engineer or other subordinate offices or Secretariat Service.
- (6) Receptionist-cum-Telephone Operator Direct recruitment; Appointment from Junior Assistants or Typists who are full members or approved probationers and for special reasons, recruitment by transfer from any other service.
- (7) Programmer * i) Promotion from Console Operator (or)
ii) Recruitment by transfer
- (8) Console Operator * i) By Direct recruitment
* B.P.Ms.No.7 Estt.(per) dt.9.01.2008.

OFFICE OF THE CHIEF ENGINEER, TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD AND CIRCLE, DIVISION AND SUB-DIVISION OFFICES.

<u>Category</u> (1)	<u>Method of recruitment</u> (2)
(1) Superintendents, Managers and Office Assistant	Promotion from Assistants
(2) Assistants	Promotion from Junior Assistants and Typists including Steno-typists in the ration of 4:1 with effect from 16.7.1985 (B.P.Ms.No. 527, dated 27.12.1985)
3 Assistant-cum-Steno (Camp clerk to Chief Engineer)	Appointment by transfer from the holders of the post of Assistants. Preference will be given to those who possess shorthand higher grade qualification.

(4) Junior Assistants	Direct recruitment and for Special reasons recruitment by transfer from any other service.
(5) Typists including Steno-typist	Direct recruitment and for special reasons recruitment by transfer from any other service.
(6) Store-keeper	Direct recruitment and for special reasons recruitment by transfer from any other service.
(7) Works Clerk	Recruitment by transfer from work Inspector Grade I and for Special reasons from any other category. (B.P.ms.No. 141 dated 4.3.1986)

(5) Appointment to the categories specified in Column (1) of the Table below shall be made by the methods specified in the corresponding entries in column (2) thereof.

V TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
BASIC SERVICE.

(B.P.Ms.No. 585, dated 10.12.1981)
(All Offices including Board's Secretariat.)

<u>Category</u> (1)	<u>Method of recruitment</u> (2)
(1) Daffedar	Promotion from the lower post or Category within the jurisdiction of the appointing authority concerned.
(2) Basic Servants	By direct recruitment; and for special reasons recruitment by transfer.
1. Basic Workers including Watchmen, Lascars, gardeners and sweepers (B.P.Ms. No. 141, dated 4.3.1986.)	Direct Recruitment.

(6) Appointment to the categories specified to column (1) of the table below shall be made by the method specified in the corresponding entries in column (2) thereof.

VI. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
ACCOUNTS SERVICE

<u>Category</u> (1)	<u>Method of recruitment</u> (2)
(1) Accounts Officer (Entitlement)	<ol style="list-style-type: none"> 1. Recruitment by transfer from among the holders of the post of Superintendents in Tamil Nadu Water Supply and Drainage Board Secretariat; or 2. Deputation of Accounts Officers of the Accountant General's Office or Treasuries and Accounts Department or Deputy Examiners of Local Fund Audit department having sufficient seniority.
(2) Other Accounts Officers	<ol style="list-style-type: none"> 1. Direct recruitment; or 2. Recruitment by transfer from among the holders of the posts of junior Accounts Officers in the Tamil Nadu water Supply and Drainage Board Accounts Subordinate service; or 3. Deputation of Accounts Officers in the Accountant General's Office or Treasuries, and Accounts department or deputy Examiners in the Local Fund Audit Department having sufficient seniority. (B.P.Ms.No. 321, dt. 2.7.1984.

(7) Appointment to the categories specified in Column (1) of the Table below shall be made by the method specified in Column (2) thereof.

VII TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD ACCOUNTS
SUBORDINATE SERVICE.

<u>Category</u> (1)	<u>Method of recruitment</u> (2)
(1) Junior Accounts Officer	1. Direct recruitment; or 2. Promotion from among the holders of the post of Divisional Accountants who have put in not less than five years of service; or 3. Deputation of persons from Accountant General's Office who have passed Subordinate Accounts Service examination.
(2) Divisional Accountant	Recruitment by transfer from among the holders of the posts of Assistants and Superintendents in the Tamil Nadu Water Supply and Drainage Board Ministerial service who have put in not less than 3 years of service in the Accounts Branch and have passed Divisional Accountants test examination. (B.P.Ms.No. 321, dt. 2.7.84)

(8) Appointment to the categories specified in Column (1) of the table below shall be made by the methods specified in the corresponding entries in column (2) thereof.

VIII TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD GENERAL
SUBORDINATE SERVICE.

<u>Category</u> (1)	<u>Method of recruitment</u> (2)
(i) Maintenance and Operation Branch:	
(1) Electrician Grade-I	i. Promotion from Electrician, Grade-II ii. Recruitment by transfer from any other service ; or iii. Direct recruitment
(2) Electrician Grade-II	i. Recruitment by transfer from any other service; or ii. Direct recruitment
(3) Fitter Grade-I	i. Promotion from Fitter Grade-II; or ii. Recruitment by transfer from any other service; or iii. Direct recruitment
(4) Fitter Grade-II (including Crane Operator and Mixer Machine Operator)	i. Recruitment by transfer from any other service; or ii. Direct recruitment
(5) Plumber	i. Recruitment by transfer from any other service; or ii. Direct recruitment
6) Filter operator and Mechanic including filter Bed Operator	i. Recruitment by transfer from any other service; or ii. Direct recruitment
(7) Turn cock	i. Recruitment by transfer from any other service; or ii. Direct recruitment
(8) Pump Operator	i. Recruitment by transfer from any other service; or ii. Direct recruitment
(9) Work Inspector Grade-I.	i. Recruitment by transfer from any other service; or ii. Direct recruitment

- (10) Work Inspector Grade-II including HeadMazdoor
- i. Recruitment by transfer from any other service;
 - or
 - ii. Direct recruitment
- (11) Helper
- Direct recruitment
- (12) Cleaner Grade –I including Lorry Cleaner, Pump Cleaner.
- i. Promotion from cleaner Grade-II; or
 - ii. Recruitment by transfer from any other service;
- 13 Cleaner Grade-II;
- Direct recruitment
- (14) Boring Mechanic
- i. Recruitment by transfer from any other service;
 - or
 - ii. Direct recruitment

ii. Research Branch:

- (1) Junior Water Analyst including Laboratory Assistant and Chemist.
- i. Recruitment by transfer from any other service;
 - or
 - ii Direct recruitment
- (2) Laboratory Attender
- i. Recruitment by transfer from any other service;
 - or
 - ii Direct recruitment

iii) General Branch:

- (1) Driver including Jeep, Van, Lorry, Rigs and Tractor Driver.
- i. Promotion from Cleaner; or
 - ii Recruitment by transfer from Basic Servant; or
 - iii. Direct recruitment

Provided that direct recruitment shall be resorted to only when no qualified persons are available by promotion or by recruitment by transfer.

Provided further that the post shall be filled up by promotion and recruitment by transfer in the ratio of 2:1.

- (2) Record Clerk.
- i. Direct recruitment ; or
 - ii. Recruitment by transfer from Basic servant or from any other category.

(9) Appointment to the categories specified in column (1) of the Table below shall be made by the method specified in the corresponding entries in Column (2) thereof.

IX TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
MECHANICAL SUBORDINATE SERVICE.

<u>Category</u> (1)	<u>Method of recruitment</u> (2)
(1) Junior Mechanical Engineer.	i. Promotion from the Drilling Supervisors, Foreman or Drillers. ii. Recruitment by transfer from Work Assistant including Technical Assistant.
2) Foreman (Mechanical/ Electrical)	i. By promotion from Assistant Foreman, Mechanic Grade I; or ii. Recruitment by transfer from electrician Grade-I or from any other category; or iii. Direct recruitment.
(3) Assistant Foreman	i. Promotion from Mechanic Grade-I; or ii. Recruitment by transfer from electrician Grade-I or from any other category; or iii. Direct recruitment
(4) Mechanic Grade-I	i. Promotion from Mechanic Grade-II; or ii. Recruitment by transfer from any other service; or iii. Direct recruitment.
(5) Mechanic Grade-II	i. Recruitment by transfer from Helper or from any other category; or ii. Direct recruitment.
(6) Rewinder	i. Promotion from Assistant Rewinder; or ii. Recruitment by transfer from other service; or iii. Direct recruitment
7) Assistant Rewinder	i. Recruitment by transfer from any other service; or ii. Direct recruitment
8) Turner	i. Recruitment by transfer from any other service; or ii. Direct recruitment

- (9) Welder Grade-I
- i. By promotion from Welder Grade-II or
 - ii. Recruitment by transfer from any other service; or
 - iii. Direct recruitment
- (10) Welder Grade II
- i. Recruitment by transfer from Helper , or from any other category; or
 - ii. Direct recruitment
- (11) Smith
- i. Recruitment by transfer from Helper , or from any other category; or
 - ii. Direct recruitment
- (12) Machinist
- i. Recruitment by transfer from; from Helper , or any other category; or
 - ii. Direct recruitment
- (13) Tinker
- i. Recruitment by transfer from Helper , or from any other category; or
 - ii. Direct recruitment
- (14) Turner
- i. Recruitment by transfer from Helper , or from any other category; or
 - ii. Direct recruitment
- (15) Auto-Electrician
- i. Recruitment by transfer from any other service;
or
 - ii Direct recruitment
- (16) Painter
- i. Recruitment by transfer from any other service; or
 - ii Direct recruitment
- (17) Tool Room Attender
- i. Recruitment by transfer from any other service; or
 - ii Direct recruitment
- (18) Tool Keeper
- i. Recruitment by transfer from Helper , or from any other category; or
 - ii Direct recruitment
- (19) Drilling Supervisor
- i. Promotion from Driller ; or
 - ii. Recruitment by transfer from any other service; or
 - iii. Direct recruitment

- (20) Driller
- i. Promotion from Assistant Driller or
 - ii. Recruitment by transfer from any other service; or
 - iii. Direct recruitment
- (21) Assistant Driller
- i. Recruitment by transfer from Helper , or from any other category; or
 - ii. Direct recruitment
- (22) Air-Compressor Operator including compressor Mechanic (B.P.Ms.No. 141, dated 4.3.1986)
- i. Recruitment by transfer from any other service; or
 - ii. Direct recruitment

20. *Appointing Authority.*- The appointing authorities for the categories and posts mentioned in Column (1) of the Table below shall be the authorities specified in the corresponding entry in Column (2) thereof.

Provided that the Board shall not without the previous approval of Government appoint any person to any post the maximum salary of which exceeds one thousand and six hundred rupees.

TABLE

<u>Category of posts</u> (1)	<u>Appointing Authority</u> (2)
I. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD GENERAL SERVICE.	
1. Secretary	Board
1.A. Deputy Secretary (B.P.Ms.No. 506, dated 13.12.1983)	Managing Director with the approval of the Board
2 Chief Accounts Officer (B.P.Ms. No.321 dt.2.7.1984)	Managing Director.
3 Assistant Secretary	Managing Director
4 Non-Technical P.A. to Chief Engineer	Chief Engineer, Tamil Nadu Water Supply and Drainage Board.

**II. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
ENGINEERING SERVICE**

1. Chief Engineers under the Board	Board with the previous approval of Government.
2. Superintending Engineers	Board (B.P.Ms.No.320, dated 10.9.98)
3. Executive Engineers	Managing Director (B.P.Ms.No.320, Dt.10.9.98)
4 Assistant Executive Engineers approval of panel and first appointment	Managing Director.
5 Chief Head Draughtsman	Managing Director.
6. Municipal Engineers of all grades	Managing Director with the previous approval of Government.
7. Assistant Engineers	Chief Engineer, Tamil Nadu Water Supply and Drainage Board.
8. Assistant Water Analyst	Chief Engineer, Tamil Nadu Water Supply and Drainage Board.
9. Assistant Geologist	Managing Director.
10. Geological Assistant	Chief Engineer, Tamil Nadu Water Supply and Drainage Board (B.P.Ms.No.211, Dt.25.6.1977).
11. E.D.P. Manager *	Managing Director
12. System Analyst *	Managing Director
* B.P.Ms.No.7, Estt.(per) dt.9.1.08	

**II. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
ENGINEERING SUBORDINATE SERVICE**

- | | |
|--|--|
| 1. Junior Engineer | Chief Engineer, Tamil Nadu water Supply and Drainage Board. |
| 2. Head Draughtsman,
Chief Engineer's office. | Chief Engineer, Tamil Nadu water Supply and Drainage Board. |
| 3. Head Draughtsman in Circle Offices | Superintending Engineer, Tamil Nadu water Supply and Drainage Board concerned |
| 4. Draughtsman, Grade-I, II and III | Deputy Chief Engineer, Tamil Nadu water Supply and Drainage Board in respect of appointments in the Office of Chief Engineer, Tamil Nadu water Supply and Drainage Board. |
| 5. Assistant Draughtsman | Superintending Engineer, Tamil Nadu water Supply and Drainage Board concerned in respect of appointment in his Circle.

Deputy Chief Engineer, Tamil Nadu water Supply and Drainage Board in respect of appointments in the Office of Chief Engineer, Tamil Nadu water Supply and Drainage Board.

Superintending Engineer, Tamil Nadu water Supply and Drainage Board concerned in respect of appointment in his Circle office provided first appointment may be made in their respective division by the Executive Engineer, Tamil Nadu Water Supply and Drainage Board. |
| 6. Blue Print Operators | Deputy Chief Engineer, Tamil Nadu water Supply and Drainage Board in respect of appointments in the Office of Chief Engineer, Tamil Nadu water Supply and Drainage Board.

Superintending Engineer, Tamil Nadu water Supply and Drainage Board concerned in respect of appointment in his Circle.

Executive Engineers in respect of appointments in their Divisions. |

7. Work assistant including Technical Assistant.	Chief Engineer, Tamil Nadu water Supply and Drainage Board.
8. Water Works Superintendent including Electrical superintendent.	Chief Engineer, Tamil Nadu water Supply and Drainage Board.

**IV. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
MINISTERIAL SERVICE**

(i) Office of the Tamil Nadu Water Supply and Drainage Board Secretariat.

Superintendents Assistants	Secretary, Tamil Nadu Water Supply and Drainage Board.
Accountants Confidential Stenographer, Junior Assistants, Typists including Steno-Typists, Receptionist-cum Telephone operator	Accounts Officer. Secretary, Tamil Nadu Water Supply and Drainage Board.
Programmer *	Managing Director
Console Operator *	Managing Director

* B.P.Ms.No.7 Estt.(per) dt.9.1.08

(ii) Office of the Chief Engineer Tamil Nadu Water Supply and Drainage Board

Superintendents	Chief Engineer, Tamil Nadu water Supply and Drainage Board.
U.D. Stenographer (Camp Clerk to Chief engineer)	Chief Engineer, Tamil Nadu water Supply and Drainage Board.
Assistants, Junior Assistants, Typists including Steno-typists.	Deputy Chief Engineer, Tamil Nadu water Supply and Drainage Board.
	Provided that transfers of full members from the Chief Engineer's Office to a Circle and vice versa or from one Circle to another may be made by the Chief Engineer, Tamil Nadu Water Supply and Drainage Board.

(iii) Circle Office

Managers, Office Assistants, Assistants, Junior Assistants, Typists including Steno-typists.

Superintending Engineer, Tamil Nadu water Supply and Drainage Board concerned.

Provided that transfers of full members from one circle to another or from a circle to the Chief Engineer's Office and versa may be made by the Chief Engineer, Tamil Nadu Water Supply and Drainage Board.

(iv). Division and Sub-Division Offices.

Store – keepers, Junior Assistant, Typists including Steno-typists and Works Clerk

First appointment and transfer within the division – Executive Engineer concerned. Appointment of full members, promotion and transfer from one division to another – Superintending Engineers concerned.

V. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD BASIC SERVICE

(B.P.Ms.No. 585, dated 10.12.1981)

Daffedars, Basic Servants, Basic Workers including Watchman, Lascars, Gardeners and Sweepers in the office of the Tamil Nadu water Supply and Drainage Board Secretariat.

Secretary, Tamil Nadu Water Supply and Drainage Board

Office of the Chief Engineer, Tamil Nadu Water Supply and Drainage Board.

Senior Deputy Chief Engineer Tamil Nadu Water Supply and Drainage Board.

Office of the Superintending Engineer, Tamil Nadu water Supply and Drainage Board

Superintending Engineer Tamil Nadu Water Supply and Drainage Board.

Office of the Executive Engineer and Assistant Executive Engineer Tamil Nadu Water Supply and Drainage Board.

Executive Engineer Tamil Nadu Water Supply and Drainage Board. (B.P.Ms.No. 141, dated 4.3.1986)

**VI. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD.
ACCOUNTS SERVICE**

- | | |
|-----------------------------------|---|
| 1. Accounts Officer (Entitlement) | Managing Director with the previous approval of the Board. |
| 2. Other Accounts Officers | Managing Director with the previous approval of the Board. (B.P.Ms.No. 321, dated 2.7.1984) |

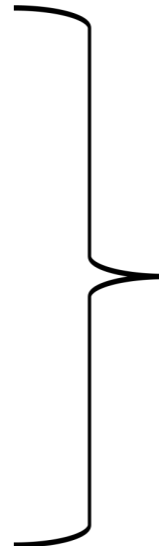
**VII. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
ACCOUNTS SUBORDINATE SERVICE.**

- | | |
|----------------------------|---|
| 1. Junior Accounts Officer | Secretary, Tamil Nadu Water Supply and Drainage Board. in consultation with the Chief Accounts Officer |
| 2. Divisional Accountant | Secretary Tamil Nadu Water Supply and Drainage Board. in consultation with the Chief Accounts Officer. (B.P.Ms.No. 321, dated 2.7.1984) |

**VIII. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD
GENERAL SUBORDINATE SERVICE.**

i. Maintenance and Operation Branch.

1. i Electrician Grade I, II and III
2. Fitter Grade I and II including Crane Operator and Mixer Machine Operator
3. Plumber
4. Filter Operator and Mechanic including Filter Bed Operator.
5. Turn Cock
6. Pump Operator including Assistant Mechanic
7. Work Inspector, Grade -I
8. Work Inspector, Grade-II
9. Helper
10. Cleaner Grades I and II
11. Boring Mechanic.



Executive Engineer concerned

ii. Research Branch

- | | |
|---|--|
| 1. Junior Water Analyst including Laboratory Assistant and Chemist. | Chief Engineer, Tamil Nadu water Supply and Drainage Board concerned |
| 2. Laboratory Attender. | Executive Engineer, concerned. |

iii. General Branch

- | | |
|--|---|
| Drivers and Record Clerks in the Office of the Tamil Nadu Water supply and Drainage Board Secretariat. | Secretary, Tamil Nadu Water Supply and Drainage Board. |
| Office of the Chief Engineer, Tamil Nadu Water supply and Drainage Board. | Senior Deputy Chief Engineer, Tamil Nadu water Supply and Drainage Board. |
| Office of the Superintending Engineer Tamil Nadu Water supply and Drainage Board. | Superintending Engineer, Tamil Nadu water Supply and Drainage Board. |
| Tamil Nadu Water supply and Drainage Board Divisions and Sub-divisions. | Executive Engineer, concerned |

IX. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD MECHANICAL SUBORDINATE SERVICE

- | | |
|-------------------------------------|---|
| 1. Junior Mechanical Engineer | Chief Engineer, Tamil Nadu water Supply and Drainage Board |
| 2. Foreman (Mechanical/ Electrical) | Chief Engineer, Tamil Nadu water Supply and Drainage Board |
| 3. Assistant Foreman | Superintending Engineer, Tamil Nadu water Supply and Drainage Board concerned |

4. Mechanic Grade-I	}	Executive Engineer, Tamil Nadu water Supply and Drainage Board concerned	
5. Mechanic Grade-II			
6. Rewinder			
7. Assistant Rewinder			
8. Turner			
9. Welder Grades I & II			
10. Smith			
11. Machinist			
12. Tinker			
13. Auto Electrician			
14. Painter			
15. Tool Room Attender			
16. Tool keeper			
17. Drilling Supervisor			Chief Engineer, Tamil Nadu water Supply and Drainage Board.
18. Driller			Superintending Engineer, Tamil Nadu water Supply and Drainage Board concerned
19. Assistant Driller	Executive Engineer, Tamil Nadu water Supply and Drainage Board concerned (B.P.Ms.No.141, Dated 4.3.1986)		
20. Air Compressor Operator (including compressor Mechanic)			

21 ***Liability to serve in Defence Services.***- Every person appointed as Assistant Executive Engineer/Assistant Engineer by direct recruitment on or after the 29th December 1964 shall, during his service including service in and higher category to which he may be appointed be liable to serve for a minimum period of four years (including the period spent on training) in the Armed Forces or on works relating to defence effort anywhere in India or abroad, if so required. The liability to serve in the Armed forces shall be limited to the first ten years of service from the date of his first appointment as Assistant executive Engineer/Assistant Engineer and shall not ordinarily apply to a candidate who is above 40 years of age.

22 **Promotion.**- (a) No employee shall be eligible for promotion to a higher post unless he is an approved probationer in the category from which promotion to the higher post is admissible.

b) Promotion in all cases shall be made on grounds of merit and ability seniority being considered where merit and ability are approximately equal.

23 **Qualification.**- No person shall be eligible for appointment to the category mentioned in column (1) of the Table below by the method specified in column (2) of the said Table unless he possesses the qualifications specified in the corresponding entries in column (3) thereof:-

TABLE

TAMILNADU WATER SUPPLY DRAINAGE GENERAL SERVICE

Category (1)	Method of appointment (2)	Qualification (3)
1. Secretary to the Board	Recruitment by promotion Or by deputation.	Must have served as Deputy Secretary or Assistant Secretary or as both for a period of not less than six years. Qualifications prescribed for Deputy Secretary to Government (non-IAS) with the not less than three years of service or for Joint Secretary to Government (non IAS) or Deputy Secretary or Joint Secretary to Government in IAS Cadre (B.P.Ms.No.591, dated 31.12.1984)
	Direct recruitment	A Master's Degree with experience for not less than 5 years as a Senior Executive or Administrative Officer in a reputed firm or Public undertaking. <u>Age:</u> Should not be more than 45 years.
1-A Deputy Secretary	By promotion	Must have served as Assistant Secretary for a period of not less than three years. (B.P.Ms.No 506 dated 13.12.1983.)

2. Chief Accounts Officer	Direct recruitment	Must a Chartered Accountant and must have served as Chief Accountant for not less than five years in any reputed organisation. <u>Age</u> : Should not be more than 45 years.
	By deputation	Qualifications prescribed for Selection Grade Accounts Officers in the Treasury and Accounts Branch or for Deputy Examiner of Local Fund Accounts; or must be an officer of the I.A. & AS. Service with at least seven years service
3. Assistant Secretary	By promotion or deputation	Qualifications prescribed for Assistant Secretaries to Government.
	By transfer	Must have worked as Gazetted Officer in any of the State Services for a period of not less than four years, or by promotion of Non-technical P.A. to Chief Engineer, Tamil Nadu Water Supply and Drainage Board.
	By direct recruitment	B.A. or B.Sc., or B.Com., degree with experience of not less than 5 years as senior executive in a public or private undertaking.
4 Non-Technical P.A. to the Chief Engineer	By promotion or deputation	Must have served for a period of not less than six years as Superintendent/ Manager in the Office of the Chief Engineer or the Board Secretariat.

II. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD ENGINEERING SERVICE.

Category (1)	Method of appointment (2)	Qualification (3)
1. Chief Engineer	By promotion from the Superintending Engineer of Category 2.	Must possess a degree in Engineering (Civil or Mechanical) of an University or Institution, Recognized by University Grants Commission for the purpose of its grant.
2. Superintending Engineer.	By Promotion from Executive Engineers of Category 3	Must possess a degree in Engineering (Civil or Mechanical) of an University or Instituion, recognised by University Grants Commission for the purpose of its grants and one should have put in not less than 5 years of service as Executive Engineer for promotion to higher post, of which at least 2 years should have been in Project Formulation scheme or Design or office work. (B.P.Ms.No. 124, dated 6.4.88) B.P.Ms. No 548, dated 5.12.1984)
3. Executive Engineer	By promotion	<ul style="list-style-type: none"> i) Must be approved probationer in the service as Assistant Executive Engineer. ii) Must have rendered service as Assistant Executive Engineer for not less than- <ul style="list-style-type: none"> (a) Five years if recruited by transfer, or (b) Six years if recruited direct; and

- iii) Must possess a degree in Engineering (Civil or Mechanical) of any University or Institution recognised by the University Grant Commission for the purpose of its grant; or

A Diploma in Civil or Mechanical Engineering of the College of Engineering, Guindy or Licentiate in civil Engineering, Licentiate in Sanitary Engineering or diploma in Civil Engineering of the State Board of Technical Education and Training, Madras.

Provided in the case of Diploma holders those with exceptional merit and ability alone shall be considered for promotion and

- (iv) Satisfactory experience for atleast two years either separately or totally in Project Formulation or Designs or Office work in circle office, Chief engineer's Office or Board's Head Office. (B.P.Ms.No. 124, dt. 6.4.88)

By direct recruitment either permanently or on contract

Must possess a degree in Engineering (Civil or Mechanical)

Should have put in not less than 5 years of service in a similar capacity in an recognised (Public or Private) or in a reputed firm. Should be between 30 to 40 years of age.

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| 4. Assistant Executive Engineer | By direct recruitment | <ul style="list-style-type: none"> (i) Must possess a degree in Engineering (Civil or Mechanical) of any University or Institution, recognised by the University Grants Commission for the purpose of its grants; Provided that preference shall be given to persons who have acquired Master's Degree in Public Health Engineering or a Post-Graduate Diploma in Public Health Engineering granted by any University or Institution recognised by the University Grants Commission for purpose of its grant. (ii) Must not have completed or will not complete 28 years of age on the first day of July of the year in which recruitment is made, provided that in the case of candidates possessing Post-Graduate Degree in Public Health Engineering or a Post-Graduate Diploma in Public Health Engineering the age-limit shall be increased by two years. |
| | Recruitment transfer | <ul style="list-style-type: none"> (i) A degree in Engineering (Civil or Mechanical of any University or Institution recognised by the University Grants commission for purpose of its grant and service as Assistant Engineer for a period of not less than 5 years. (ii) The L.C.E., L.S.E., or D.C.E., Diploma of the State Board of Technical Education and Training, Madras and service as Junior Engineer for a period of not less than 10 years. |

- (iii) Provided that Head Draughtsmen or Draughtsmen Grade I possessing the qualification referred to above shall be eligible for appointment as Assistant executive Engineer only if they have put in a total service of not less than 10 years and gained experience in field work for not less than 3 years and
- (iv) Satisfactory experience for not less than 2 years either separately or totally in Project Formulation or Designs or Office work in Circle Office or Chief Engineer's Office or Board's Head Office.

Savings: Notwithstanding any thing contained in these regulations, satisfactory experience for 2 years in Project Formulation or Designs or Office work in Chief Engineer's office or Board's Head Office for promotion to the next cadre shall take effect only after a period of 2 years from the date of coming into force of this amendment.
(B.P.Ms.No. 124, dated 6.4.88).

Explanations:

Note I: The degree in Mechanical Engineering or A.M.I.E. or any Diploma in engineering not specifically mentioned in the rules possessed by the person already in service as on 22nd July 1971 shall not render them ineligible for being considered for promotion to higher posts if they satisfy all other conditions.

Note: II – In case of Assistant Engineer, Junior Engineer and Draughtsman the service rendered by them in Madras Engineering Subordinate service, Madras Municipal Engineering Subordinate service, the Public Health Engineering and Municipal Works Subordinate Service shall count towards practical experience of service for the purpose of items (i), (ii) and (iii)

5. Chief Head Draughtsman Office of the Chief Engineer, Tamil Nadu Water Supply and Drainage Board. Recruitment by transfer (1) Must have rendered service for not less than 10 years in the case of directly recruited Head Draughtsman or Draughtsman I Grade.
(2) For not less than six years in the case of promotees from the Lower Grade ; or

Must have rendered service for not less than 20 years in all as Draughtsman in the Madras Engineering Subordinate Service.
6. Assistant Water Analyst By promotion from the category of Junior Water Analyst (B.P.Ms.No.392,dated 14.8.75)

By direct recruitment or deputation from Government Service.

(i) Must have obtained a first or second class degree in B.Sc., (Hons)., M.A., or M.Sc. in Chemistry, Zoology or Botany of a University or Institution recognised by the University grants Commission for the purpose of its grant.

Preference shall be given to a candidate who possess in addition, post-graduate research experience in Water Bacteriology and Water Chemistry or Water Biology as the case may be.

(ii) Must not have completed age of 30 years on the first day of July of the year in which the selection for appointment is made, if recruited direct.

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| 7 Assistant Engineer. | By direct recruitment | <p>1) A degree in Engineering (Civil or Mechanical) from any University or Institution recognised by the University Grants Commission for the purpose of its grant. Preference shall be given in the case of persons who possess the Post Graduate Degree or Post Graduate Diploma in Public Health Engineering.</p> <p>2) Notwithstanding anything contained in regulation 17(c) and (e) of TWAD Board Service Regulations, one must not have completed the age of 35 years on the first day of July of the year in which the selection for appointment to the posts are made by direct recruitment. (vide B.P.Ms.No.3,Estt(Per) dated 13.01.2011)</p> |
| | Recruitment by Transfer | <p>(i) From the category of Junior Engineers or Draughting Officers or Junior Draughting Officers or Technical Assistant or from any other category.</p> <p>(ii) Must have acquired the following qualifications, namely, Degree in Civil or Mechanical Engineering. A pass in Sections A and B of the A.M.I.E. Examination under Civil or Mechanical Engineering Branch subject to the following condition namely: Must furnish evidence of having undergone practical training in surveying for a period of not less than one year.</p> <p>(iii) Must have put in a total service for a period of not less than 5 years as Draughting Officer or Junior Draughting Officer or Technical Assistant or in any other category. The recruitment between direct recruitments and transferees shall be in the ratio 1:2.
(B.P.(Ms).No.140/E.Per/dt.6.12.07</p> |

8 Assistant Geologist	By direct recruitment	<ul style="list-style-type: none"> i) Must possess B.Sc.,(Hons) or M.Sc., in Applied Geology or Geology of any University recognised by the University Grants Commission or foreign University or be an associate of the Indian School of Mines in Geology; ii) Must have practical experience in investigation of Ground Water for a period of not less than 3 years or must have served as Geological Assistant for a year; and iii) Must not have completed the age of 35 years on the first day of July of the year in which the recruitment is made.
	By Promotion from the Geological Assistants in the Tamil Nadu Water Supply and Drainage Board Engineering Service.	Must have rendered service as Geological Assistant for a period of not less than five years.
	Recruitment by transfer from any other service in the Board.	Must possess the qualification specified in items (i) and (ii) prescribed for direct recruitment. (B.P.Ms.No. 211, dated 25.6.77)
9 Geological Assistant	By direct recruitment or by recruitment by transfer from any other service in the Board.	<ul style="list-style-type: none"> i) Must have passed B.Sc., degree examination in Geology as main subject of any University recognized by the University Grants Commission. Provided that preference shall be given to the Post graduates in Geology and also to the candidates possessing previous experience and ii) Must not have completed 27 years of age on the first day of July of the year in which the recruitment is made. The upper age limit shall be relaxed by five years in the case of persons possessing M.Sc. or B.Sc. (Hons.) in Geology. (B.P.Ms.No. 211, dated 25.6.77)

10.EDP Manager *	i) By Direct recruitment	i) M.E./M.Tech in Computer Section with 5 years experience in E.D.P. work (or) ii) Post Graduate Degree in Computer Applications (MCA) or B.E., (Computer Science) of University recognized by the University Grant commission (or) Any such equivalent qualifications with experience not less than 5 years in a Public Sector in the relevant field.
	ii) By promotion from System Analyst	Must have rendered service in the post of System Analyst for a period of not less than 5 years.
	iii) Recruitment by transfer	i) Must possess any of the qualification prescribed in (i) above and ii) Must have put in service of not less than 7 years in TWAD Board including 5 years in the relevant field.
11.System Analyst *	i) By Direct recruitment	i) M.E./ M.Tech. in Computer Science with 4 years experience (or) Must possess a Post graduate Degree in Computer Application (MCA) or Degree in Engineering (Computer Science) of University recognised by the University Grant commission. ii) Must have not less than 5 years experience in System Design and package development in Main, Mini and P.C. iii) Must have had independent charges of a team of System personnel in Multi user environment.
	ii) By promotion from Programmer	Must have rendered service in the post of Programmer for a period not less than 5 years.
	iii) Recruitment by transfer	i) Must possess any of the qualification prescribed in (1) above for direct recruitment ii) Must have put in service of not less than 5 years in TWAD Board with experience in the relevant field.

* B.P.Ms.No.7 Estt.(per) dt.9.1.08

III. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD ENGINEERING
SUBORDINATE SERVICE.

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| 1. Junior Engineer | <p>By direct recruitment including recruitment from among persons in Municipal Councils or Panchayat Union Councils or Corporation of Madras</p> <p style="text-align: center;">or</p> <p>By promotion from category 2 or 3 provided that they have put in service for a minimum of ten years in Category 3</p> <p style="text-align: center;">or</p> <p>For special reasons recruitment by transfer from any other service. Provided that twenty percent of the vacancies shall be filled by recruitment of Municipal Supervisor with six years experience.</p> | <p>(i) The Licentiate in Civil Engineering or Licentiate in Sanitary Engineering Diploma or D.C.E. awarded by the State Board of Technical Examination and Training, Madras. Or any diploma recognised by the Government of Tamil Nadu as equivalent thereto for appointment under the said Government.</p> <p>(ii) Provided further that no Draughtsman holding L.C.E. or L.S.E or D.C.E of the Technical Examination Board or State Board of Technical Education and Training or any Diploma recognised by the Government of Tamil Nadu as equivalent thereto for appointment under the said Government, shall be appointed as Junior Engineers unless he has rendered service for a continuous period of not less than ten years on duty". (B.P.Ms.No. 425, dated 1.11.77)</p> |
| 2. Head Draughtsman | <p>By promotion from Draughtsman Grade I or direct recruitment</p> | <p>1) The Degree in Engineering (Civil or Mechanical); or</p> <p>2) L.C.E., L.S.E., D.C.E., L.M.E., or D.M.E., Diploma awarded by the State Board of Technical Education and Training, Madras or any diploma recognised by the Government of Tamil Nadu as equivalent thereto for appointment under the said Government and practical experience for not less than ten years.</p> |

(B.P.Ms.No.425,dated 1.11.1977)

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| 3. Draughtsman
Grade I | By promotion from lower grades; or direct recruitment or recruitment by transfer from any other service. | <p>(1) The Degree in Engineering (Civil or Mechanical) or the L.C.E., L.S.E., D.C.E., L.M.E., or D.M.E., Diploma awarded by the Board of Technical Education and Training Madras or any Diploma recognised by the Government of Tamil Nadu as equivalent thereto for appointment under the said Government. (B.P.Ms.No. 425, dated 1.11.1977); and</p> <p>(2) Five years experience as Draughtsman.</p> |
| 4. Draughtsman
Grade-II. | By promotion from Draughtsman Grade III or by direct recruitment or recruitment by transfer from any other service including recruitment from among Work Assistants in the Board. | <p>(1) The Degree in Engineering (Civil or Mechanical) or the L.C.E., L.S.E., D.C.E., L.M.E., or D.M.E., Diploma awarded by the Board of Technical Education and Training, Madras or any Diploma recognised by the Government of Tamil Nadu as equivalent thereto for appointment under the said Government; (B.P.Ms.No. 425, dated 1.11.1977); and</p> <p>(2) Three years experience as Draughtsman.</p> |
| 5 Draughtsman
Grade III | By direct recruitment or promotion from Tracers, or recruitment by transfer from any other service including work charged establishment. | Item (1) under Draughtsman, Grade II. |

Explanation I: The Engineering degree or Diploma qualification not specifically mentioned in these rules possessed by persons already in service as on 22nd July 1971 in respect of categories 1 to 5 shall not adversely affect them and shall not render them liable for being considered for promotion if they satisfy all other conditions.

Explanation II. In so far as suitable candidates are available, the persons possessing the certificate qualification in Engineering and who entered service on or before 13.12.1972 shall be considered for promotion to all grades of Draughtsman along with the persons possessing the degree or diploma in Engineering in the ratio of one certificate holder for every five degree or Diploma holders. (B.P.Ms.No. 89, dated 5.4.77). The amendment shall take effect from 13.12.1972. (B.P.Ms.No. 610, dated 21.11.1980)

Explanation : III. The Assistant Draughtsman possessing certificate qualification or any other qualification prescribed for the post of Assistant Draughtsman in the Tamil Nadu Water Supply and Drainage Board Service Regulations, 1972 who entered service as Assistant Draughtsman on or before the 13th December 1972 and who have put in not less than five years of service from the date of appointment or from the date on which they become fully qualified shall also be considered for appointment, as Draughtsman Grade III. A person so appointed shall not be eligible for any further promotion unless he gets himself qualified for such post. (B.P.Ms;No. 342, dated 3.9.77)

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| 6. Assistant Draughtsman | By direct recruitment or recruitment by transfer from any other services including work charged establishment. | <ol style="list-style-type: none"> 1. Pass in the Government Technical Examination, by the Lower Grade in Geometrical Drawing, Building Drawing and Estimating and Free hand outline and Model drawing; or 2. A completed S.S.L.C issued under the Authority of the Government of Tamil Nadu with a pass in "Engineering" included as a special subject in the bifurcated courses in Secondary Schools; or 3. A pass in the building and structural Draughtsmanship certificate course of Central Polytechnic, Madras. |
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7. Blue Print Operator	By direct recruitment or recruitment by transfer from any other service under the Board.	<ol style="list-style-type: none"> 1. A pass in the S.S.L.C with eligibility for University Course or atleast study in that standard for a period of not less than one year in a recognised school; and 2. Practical experience in Blue Printing work. Provided that in the case of Peons appointed as Blue Printing Operator by transfer the qualification in item (1) shall be a pass in the VIII Standard or atleast study in that standard for not less than one year in a recognized school.
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Explanation: Recognized School shall mean a school maintained by or opened with the sanction of the State Government or to which recognition has been accorded by the Director of Secondary Education, Madras under the Madras Education Rules.

8. Work Assistant including Technical Assistant	Recruitment by transfer or direct recruitment	D.C.E., D.C.R.E., D.M.E., or D.E.E., awarded by the State Board of Technical Education and Training, Madras or any other qualification equivalent thereto.
9. Water works Superintendent including Electrical Superintendent.	Recruitment by transfer or direct recruitment	<ol style="list-style-type: none"> 1. Diploma in Electrical or Mechanical Engineering awarded by the State Board of Technical Education and training, Madras or any other equivalent qualification. 2. Two years experience in a pumping station or installation, repairs and maintenance of electrical pump sets under a firm of Engineering contractors undertake such works which has been approved by the Superintending Engineer, Tamil Nadu water Supply and Drainage Board. (B.P.Ms.No. 141, dated 4.3.1986 with effect from 1.1.1977.

NOTE: For recruitment to all the categories 1 to 9 in the Tamil Nadu water Supply and Drainage Board Engineering Subordinate Service other things equal preference shall be given to those borne on work-charged establishment.

IV. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD MINISTERIAL SERVICE.

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| 1. Superintendent
Office of the
Tamil Nadu
Water supply
and Drainage
Board
Secretariat | Promotion
of
Superintend
ents from
Chief
Engineers
Office
and

Promotion
from
Assistants in
the Tamil
Nadu water
Supply and
Drainage
Board
Secretariat. | <p>Must possess a degree of a University recognized by the University Grants Commission.</p> <p>(a) Must possess a degree of a University recognized by the University Grants commission;</p> <p>(b) Must have had previous experience in dealing with some of the subjects with which he will deal as Superintendent;</p> <p>(c) Must have had previous drafting experience for a period of not less than seven years;</p> <p>Provided that in very exceptional and deserving case any Superintendent who does not hold any such degree but who possesses the minimum general educational qualification prescribed in the schedule to the general rule and who has rendered service as Superintendent for a period of not less than 10 years may be promoted.</p> |
| | Recruitment
by
deputation
from
Secretariat
Service. | <p>Must possess a degree of a University recognised by the University Grants Commission.</p> <p>Must have served as a Superintendent at least for a period of 2 years.</p> |

2. Assistant/ Accountant, Office of the Tamil Nadu Water Supply and Drainage Board Secretariat	Direct Recruitment	<p>Must hold –</p> <ol style="list-style-type: none"> 1) The degree of M.A., M.Sc., M.Com., B.A. (Hons) or B.Com (Hons) of a University recognised by the University Grants Commission. 2) A degree in law of any of the recognized Universities. 3) The B.A. or B.Com degree of a University recognised by the University Grants Commission and must have obtained a first class in English (Part I) or in the optional subjects (Part III) 4) The B.Sc degree of a University recognised by the University Grants Commission and must have obtained a first-class in the optional subjects (Part III) <p>Provided that in the case of person belonging to any of the Scheduled Castes, Scheduled Tribes or Backward Classes, it shall be sufficient if he holds a degree of a University recognised by the University Grants Commission and provided that for the post of Accountant preference shall be given to holders of M.Com., or B.Com. Degree.</p>
	Transfer	<p>Must possess a degree of a University recognised by the University Grants Commission. Must have at least five years drafting experience in the service from which the person is recruited by transfer.</p>
	Promotion	<ol style="list-style-type: none"> 1. From Junior Assistant possessing the degree qualification 2. In very exceptional and deserving cases. Typists or Steno-typists may be promoted as Assistants provided they possess minimum general educational qualification and have five years service as Steno-typist. Must have training in drafting and noting for at least one year.

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| 3. Confidential
Stenographer | Promotion | <ol style="list-style-type: none"> 1. Must possess minimum general educational qualification; 2. Must have passed the Government Technical Examination in Tamil and English Typewriting both by the Higher Grade; 3. Must have passed the Government Technical Examination in Tamil and English Shorthand both by the Higher Grade. |
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Provided that, if candidates with the qualifications referred to in items (2) and (3) above are not available, candidates who have passed the following examinations in the order of preference indicated below may be appointed, namely:-

- i) Government Technical examination in Tamil Typewriting and Tamil Shorthand both by the Higher Grade and in English Typewriting and English Shorthand both by the Lower Grade;
 - ii) Government Technical Examination in English Typewriting and English Shorthand both by the Higher Grade and in Tamil Typewriting and Tamil Shorthand both by the Lower Grade.
4. Must have put in a minimum period of five years of service as Steno-Typist; and
 5. Must have passed the
 - i) Account Test for subordinate Officers, part I;
 - ii) District office Manual Test; and
 - iii) Departmental Test in Tamil Nadu water supply and Drainage Board Act, Tamil Nadu Water Supply and Drainage Board Discipline and Appeal Regulations, Tamil Nadu water Supply and Drainage Board Travelling Allowance Regulations, Tamil Nadu Water Supply and drainage Board Conduct Regulations and Tamil Nadu water Supply and Drainage Board Service Regulations. (B.P.Ms.No. 161, dated 14.3.1986).

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| 4. Junior Assistants, Office of the Tamil Nadu water Supply and Drainage Board Secretariat. | Direct recruitment, transfer or appointment from Typists including Steno-Typist in the Board's Secretariat | Must hold a degree of a University recognised by the University Grants Commission. |
| 5. Typists, Office of the Tamil Nadu water Supply and Drainage Board Secretariat. | Direct recruitment or by transfer. | <ol style="list-style-type: none"> 1. Must possess minimum general educational qualification; 2. Must have passed the Government Technical Examination in Tamil and English Typewriting both by the Higher Grade; |

Provided that, if candidates with the qualifications referred to in items (2) above are not available, candidates who have passed the following examinations in the order of preference indicated below may be appointed, namely:-

- i) Government Technical examination in Tamil Typewriting by the Higher Grade and in English Typewriting by the Lower Grade;
- ii) Government Technical Examination in English Typewriting by the Higher Grade and in Tamil Typewriting by the Lower Grade.

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| 6. Steno-typists,
Office of the
Tamil Nadu
Water Supply
and Drainage
Board
Secretariat. | Direct
recruitment
or transfer. | <ol style="list-style-type: none"> 1. Must possess minimum general educational qualification; 2. Must have passed the Government Technical Examination in Tamil and English Typewriting both by the Higher Grade; 3. Must have passed the Government Technical Examination in Tamil and English Shorthand both by the Higher Grade.. <p>Provided that, if candidates with the qualifications referred to in items (2) and (3) above are not available, candidates who have passed the following examinations in the order of preference indicated below may be appointed, namely:-</p> <ol style="list-style-type: none"> i) Government Technical examination in Tamil Typewriting and Tamil Shorthand by the Higher Grade and in English Typewriting and English Shorthand both by the Lower Grade; ii) Government Technical Examination in English Typewriting and English Shorthand both by the Higher Grade and in Tamil Typewriting and Tamil Shorthand both by the Lower Grade. <p>(B.P. Ms.No. 161, dated 14.3.86)</p> |
| 7. Receptionist -
cum-Telephone
Operator | Direct
recruitment
or transfer | <ol style="list-style-type: none"> 1. Must possess the minimum general educational qualification and knowledge to operate Telephone Switch Board. 2. Must not have completed or will not complete 28 years of age on the first day of July of the year in which the selection is made. (B.P.Ms.No.585, dated 10.12.1981) |
| 8. Programmer * | <ol style="list-style-type: none"> i) By Direct
recruitment ii)
Recruitment
by transfer | <ol style="list-style-type: none"> i) Must possess a Degree in Computer Science (or) Computer Applications (or) A Degree in any Discipline with PGDCA from an Institution recognized by University Grant Commission. ii) Must possess not less than 3 years experience in Programming in Computer in any recognized Institution. <ol style="list-style-type: none"> i) Must possess the qualification specified in (i) above. ii) Must have put in service of not less than 3 years in TWAD Board including 2 years experience in Programming |

9. Console Operator * By Direct recruitment i) Must possess a Degree in Computer Science (or) Computer Applications (or) A Degree in any Discipline with 2 years experience of Computer works.

* B.P.Ms.No.7 Estt.(per) dt.9.1.08

10. Record Assistant By promotion Must have completed S.S.L.C and worked as Record Clerk for a period of ten years.

Office of the Chief Engineer and other Subordinate Offices:

1. Superintendent/ Managers/ Office Assistant Transfer or promotion from the category of Assistants

1. Must possess minimum general educational qualification; and

2. Must have five years of service in the lower post from which promotion is made

2. Assistant Transfer or promotion from the categories of Junior Assistants and Typists including Steno-Typists.

1. Must possess the minimum general educational qualification; and

2. Must have five years of service in the lower post from which promotion is made

3. Upper Division Stenographer (Camp Clerk to Chief Engineer) Promotion

1. Must possess the minimum general educational qualification; and

2. Must have passed the Government Technical Examination in Typewriting and Shorthand.

(i) By the Higher Grade in Tamil and English; or

(ii) By the Higher Grade in Tamil and Lower Grade in English; or

(iii) By the Higher Grade in English and Lower Grade in Tamil.

Provided that, candidates with the Qualifications referred to in item (ii) above shall be recruited only if candidates with the qualifications referred to in item (i) above are not available.-

Provided further that candidates

3.

With the qualifications referred to in Item (iii) above shall be recruited only if candidates with the qualifications referred to in items (i) and (ii) above are not available; and

3. Must have completed ten years of service in the post of Steno-typist.

Explanation.- Leave, other than extraordinary leave without allowances should be taken into account while computing the ten year period. (B.P.Ms.No. 161, dated 14.3.1986)

4. Junior Assistants Direct recruitment

Must hold a degree of B.A., B.Sc., or B.Com., of a University recognised by the University Grants Commission for the purpose of its grants. Preference shall be given to B.Com., Graduates.

For special reasons, recruitment by transfer from among the persons working in other services in the Board.

1. Must possess minimum general educational qualification.
2. Must have completed 5 years of service in regular establishment or work charged establishment or in both; and
3. Must have passed the special Competitive tests conducted by the Board.

Provided that recruitment by transfer should not exceed fifty per cent of the vacancies arising from time to time. (B.P.Ms.No. 393, dated 6.7.1981)

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| 5. Steno-typist | Direct recruitment | <ol style="list-style-type: none"> 1. Must possess the minimum general educational qualification; 2. Must have passed the Government Technical examination in Typewriting and Shorthand; <ol style="list-style-type: none"> (i) by the Higher Grade in Tamil and English; or (ii) by the Higher Grade in Tamil and Lower Grade in English; or (iii) by the Higher Grade in English and Lower Grade in Tamil. |
| | | <p>Provided that candidates with the qualifications referred to in item (ii) above shall be recruited only if candidates with the qualification referred to in item (i) above are not available;</p> |
| | | <p>Provided further that candidates with the qualifications referred to in item (iii) above shall be recruited only if candidates with the qualifications referred to in items (i) and (ii) above are not available. (B.P.Ms.No. 161, dated 14.3.1986)</p> |
| 6. Typist | Direct recruitment or transfer. | <ol style="list-style-type: none"> 1. Must possess the minimum general educational qualification; 2. Must have passed the Government Technical Examination in Typewriting.- <ol style="list-style-type: none"> (i) by the High Grade in Tamil and English; or (ii) by the Higher Grade in Tamil and Lower Grade in English; or |

(iii) by the Higher Grade in English and Lower Grade in Tamil.

Provided that candidates with the qualifications referred to in item (ii) above shall be recruited only if candidates with the qualification referred to in item (i) above are not available;

Provided further that candidates with the qualifications referred to in item (iii) above shall be recruited only if candidates with the qualifications referred to in items (i) and (ii) above are not available. (B.P.Ms.No. 161, dated 14.3.1986)

7. Works Clerk	Recruitment by transfer	<p>(i) Must have passed S.S.L.C.</p> <p>(ii) Must have five years of service as Work Inspector Grade-I (B.P.Ms. No. 141, dated 4.3.1986 with effect from 1.1.1977)</p>
8. Store – Keeper Grade I	By promotion from Store-keeper Grade II	<p>(i) Must possess the Minimum General educational qualification;</p> <p>(ii) Must have passed the Government Technical Examination in Book-keeping and Commercial Correspondence by the lower grade;</p> <p>(iii) Must have experience as Store-keeper Grade- II for a period of not less than ten years;</p> <p>(iv) Must have deposited a sum of Rs. 2000/- (Rupees two thousand only) as security deposit.</p>

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| 10. Store-keeper
Grade II | Promotion from Store-keeper Grade-III or if no qualified and suitable store-keeper in that grade is available for such promotion, direct recruitment or recruitment by transfer from any other service. | <ul style="list-style-type: none"> (i) Must possess the Minimum General educational qualification; (ii) Must have passed the Government Technical Examination in Book-keeping and Commercial Correspondence by the lower grade; (iii) Must have experience as Store-keeper Grade- III for a period of not less than 5 years; (iv) Must have deposited a sum of Rs.1000/- (Rupees one thousand only) as security deposit. (v) Must not have completed or will not complete 28 years of age on the first day of July of the year in which the selection is made, if appointment is made by direct recruitment. |
| 11. Store-keeper
Grade-III | By direct recruitment or for special reasons recruitment by transfer from any other service. | <ul style="list-style-type: none"> (i) Must possess the Minimum General educational qualification; (ii) Must have passed the Government Technical Examination in Book-keeping and Commercial Correspondence by the lower grade; (iii) Must have experience for a period of not less than two years in handling of Engineering Stores. (iv) Must have deposited a sum of Rs. 500/- (Rupees five hundred only) as security deposit; and (v) Must not have completed or will not complete 28 years of age on the first day of July of the year in which the selection is made, if appointment is made by direct recruitment. |

The amendment hereby made shall be deemed to have come into force on the 14th April 1971)

Nothing contained in these amendments shall adversely affect the persons already in service on the date of issue of these amendments (B.P.Ms.No. 155, dated 10.3.1986)

No candidate for appointment by direct recruitment as Assistant or Junior Assistant or Typist or Steno-typist shall be eligible for the inclusion of his name in the list of approved candidates if he would have completed 28 years of age on the first day of July of the year in which the selection is made.

V. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD BASIC SERVICE.

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| 1. Daffedar | Promotion | Must have studied upto VIII Standard, with five years experience in the Basic Service. |
| 2. Basic Servants | Direct recruitment | Must have studied upto VIII Standard.

Must be able to ride bicycle; must not have completed 28 years of age. |
| 3. Basic Workers including Watchman, Lascars, Gardners and Sweepers (B.P.Ms.No. 141, dated 4.3.1986 with effect from 1.1.1977) | Direct recruitment | Must be able to read and write Tamil |

VI. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD ACCOUNTS SERVICE.

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| 1. Accounts Officer (Entitlement) | Recruitment by transfer from among the holders of the posts of Superintendents in the Tamil Nadu water Supply and Drainage Board Secretariat. | Must have rendered service as Superintendent for a period of not less than seven years. |
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| 2. Other Accounts Officers | Directrecruitment | <ul style="list-style-type: none"> (i) Must be a Chartered Accountant or a Cost and Works Accountant; (ii) Must have served in a reputed organisation for a period of not less than five years; (iii) Must have completed 40 years of age; |
| | Recruitment by transfer. | Must have rendered service as Junior Accounts Officer for a period of not less than seven years. |

VII.. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD ACCOUNTS
SUBORDINATE SERVICE.

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| 1. Junior Accounts Officer | Directrecruitment | <ul style="list-style-type: none"> (i) Must have passed the final examination of the Institute of Chartered or Cost and Works Accountants of India; (ii) Must have experience in the accounts branch of a Government Department, undertaking or private institution for a period of not less than two years; and (iii) Must not have completed 35 years of age; <p style="margin-left: 40px;">Provided that the above regulations shall not adversely affect the Junior Accounts Officers already appointed by the Board.</p> |
| | Promotion | <p style="margin-left: 40px;">Must have rendered service as Divisional Accountant for a period of not less than five years after passing the Divisional Accountant Test Examination.</p> <p style="margin-left: 40px;">Provided that the above regulations shall not adversely affect the Junior Accounts Officers already promoted by the Board.</p> |

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| 2. Divisional Accountant | Recruitment by transfer | <ul style="list-style-type: none"> (i) Must have experience in the Accounts Wing of the Divisions, Sub-Divisions or Accounts Wing in the Board for a period of not less than three years; and (ii) Must have passed the Divisional Accountant Test Examination. |
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The amendments in respect of Divisional Accountants shall be deemed to have come into force on the 1st July 1972, in respect of Accounts Officers shall be deemed to have come into force on the 16th June 1976 and in respect of Junior Accounts Officers shall be deemed to have come into force on the 17th May 1978, (B.P.Ms.No. 321, dated 2.7.1984)

VIII.. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD GENERAL SUBORDINATE SERVICE.

(i) Maintenance and Operation Branch:

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| 1. Electrician Grade I | By promotion | Experience as Electrician Grade II for a period of not less than three years. |
| | By direct recruitment or recruitment by transfer | <ul style="list-style-type: none"> (i) Must have passed S.S.L.C., or its equivalent. (ii) Must possess I.T.I. Certificates; and (iii) Practical experience for a period of not less than two years. |
| 2. Electrical Grade-II | By direct recruitment or recruitment by transfer | <ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; (ii) Must possess ITI, certificate in the Trade of Electrician with two years of Experience in the type of work. |
| 3. Plumber | Recruitment by transfer or by direct recruitment | <ul style="list-style-type: none"> (i) Must have passed VIII standard in a recognised school; (ii) Must possess I.T.I, certificate in the Trade or Fitter/Plumber; and (iii) Practical experience in plumbing work for a period of not less than one year. |

4. Fitter Grade I	By promotion	Experience as Fitter, Grade II for a period of not less than three years.
	Recruitment by transfer or by direct recruitment	<ul style="list-style-type: none"> (i) Must have passed S.S.L.C. or its equivalent; (ii) Must possess ITI, certificate in the Trade or Fitter; and (iii) Practical experience for a period of not less than three year.
5. Fitter Grade II including Crane Operator and Mixer Machine Operator.	By direct recruitment or recruitment by transfer.	<ul style="list-style-type: none"> (i) Must have passed VIII standard in a recognised school; (ii) Must possess ITI, certificate in the Trade or Fitter; and (iii) Practical experience for a period of not less than one year in the type of work.
6. Filter Operator and Mechanic including Filter-bed Operators.	Recruitment by transfer or by direct recruitment	<ul style="list-style-type: none"> (i) Must possess a certificate of competency for Head Works Fitter granted by the Board of Examiners, Madras; and (ii) Experience in the operation of Filter for a period of not less than three years.
7. Turn Cock	Recruitment by transfer or by direct recruitment	Practical experience as Turn Cock
8. Pump Operator including Assistant Mechanic	Recruitment by transfer or by direct recruitment	<ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; and (ii) Must possess ITI certificate in the Trade of Wireman or experience in operating electrical motor and dynamo for a period of not less than three years.
9. Work Inspector Grade I	By promotion	Must have served as Work Inspector Grade-II for a period of five years.
10. Work Inspector Grade II including Head Mazdoor	Recruitment by transfer or by direct recruitment	Must have passed the certificate in the trades ITI Draftsman Civil or Mechanical Course or Fitter Mechanic.

11. Helper	By direct recruitment.	(i) Must have passed VIII Standard in the recognised School. (ii) Must possess ITI certificate in the trade concerned.
12. Cleaner Grade I, Vehicle Cleaner and Pump Cleaner.	By promotion or by direct recruitment	Must have passed VIII Standard in a recognised school or literate three years experience in similar job.
13. Cleaner Grade II	By direct recruitment	Must have passed VIII Standard.
14. Boring Mechanic	Recruitment by transfer or direct recruitment	(i) Certificate of competency for head Fitter granted by Board of Examiner, Madras; or (ii) Practical experience in boring in various strata with various tools and plants for a period of not less than three years.

NOTE: For the purpose of recruitment, promotion, and seniority all posts under the maintenance and operation branch in each circle shall be separate unit.

(ii) Research Branch

1. Junior Water Analyst including Laboratory Assistant and Chemist	By direct recruitment or Recruitment by transfer	A degree of B.Sc., B.A., (Hons), M.A., or M.Sc., in Botany or Zoology or Chemistry.
2. Laboratory Attender	By direct recruitment or recruitment by transfer	Must have studied upto S.S.L.C.,

(iii) General Branch

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| 1. Driver including Jeep Van, Lorry, Rig and Tractor Driver. | By promotion or by recruitment by transfer | <ul style="list-style-type: none"> (i) Must possess the license for driving Heavy Vehicles in the case of Lorry, Rig and Tractor and Light Vehicle in the case of Car, Van and Jeep. (ii) Must have experience in driving a motor Vehicle for a period not less than 3 years; And (ii) Must have worked as cleaner or Basic Servant for a period of not less than three Years. (iv) Must not have completed 28 years of age in the case of candidates belonging to other communities and 33 years of age in the case of candidates belonging to Backward Classes, Scheduled Castes and Scheduled Tribes. |
| 2. Record Clerk | Direct recruitment | <ul style="list-style-type: none"> (i) Must have completed S.S.L.C., and (ii) Must not have completed 28 years of age in the case of candidates belonging to other communities and 33 years of age in the case of candidates belonging to Backward Classes, Scheduled Castes and scheduled Tribes. |
| | Recruitment by transfer | <ul style="list-style-type: none"> (i) Must have studied upto VIII standard (ii) Must have completed five years of service (B.P.Ms.No. 141, dated 4.3.86) |

IX. TAMIL NADU WATER SUPPLY AND DRAINAGE BOARD MECHANICAL SUBORDINATE SERVICE.

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| 1. Junior Mechanical Engineer. | By promotion from Drilling Supervisors or Foreman | <ul style="list-style-type: none"> (i) L.M.E., or D.M.E., Diploma awarded by the State Board of Technical Education and Training, Madras or any other Diploma equivalent thereto; and (ii) Two years service as Drilling Supervisor or Foreman |
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	By promotion from Drillers or recruitment by transfer	(i) L.M.E., or D.M.E., Diploma awarded by the State Board of Technical Education and Training, Madras or any other qualification equivalent thereto; and (ii) Five years service as Driller or as Work Assistant including Technical Assistant.
2. Foreman Mechanical/ Electrical	By promotion	Experience as Assistant Foreman for two years or Mechanic Grade-I/Chargemen, Electrician Grade-I or other equivalent posts for a period of not less than three years.
	Recruitment by transfer or by direct recruitment	(i) D.M.E., or D.E.E. awarded by the State Board of Technical Education and Training, Madras or any other equivalent thereto; and (ii) Practical experience for a period of not less than two years in an establishment involving Mechanical/Electrical works.
3. Assistant Foreman	By promotion	Experience as Mechanic Grade-I or Electrician Grade-I for a period of not less than three years.
	Recruitment by transfer or by direct recruitment	D.M.E., or D.E.E. awarded by the State Board of Technical Education and Training, Madras or any other Diploma equivalent thereto.

4. Mechanic Grade-I	By promotion.	Experience as Mechanic Grade II for a period of not less than three years.
	Recruitment by transfer or by direct recruitment.	<ul style="list-style-type: none"> (i) Must have passed VIII standard in a recognised school; (ii) Must have passed ITI certificate in the Trade of Mechanic (Motor Vehicle or Diesel, or Tractor or Earth Moving Machinery) or any other equivalent qualification; and (iii) Practical experience for a period of not less than five years in the trade, Diesel/Automobile/Pumps in a reputed workshop.
5. Mechanic Grade-II	By promotion	Must have experience in the type of work for a period of not less than two years.
	Recruitment by transfer or by direct recruitment.	<ul style="list-style-type: none"> (i) Must have passed VIII standard in a recognised school; (ii) Must have passed ITI certificate in the Trade of Mechanic (Motor Vehicle or Diesel, or Tractor or Earth Moving Machinery) ; and (iii) Must have practical experience in the trade for a period of not less than two years in a reputed workshop.
6. Rewinder	By promotion	Must have worked as Assistant Rewinder for a period of not less than two years.
	By direct recruitment or recruitment by transfer.	Must possess ITI Certificate in Electrical Trade with two years experience in rewinding.
7. Assistant Rewinder	Recruitment by transfer or by direct recruitment	<ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; and (ii) Must possess ITI certificate in Electrical Trade.

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| 8. Turner | By direct recruitment or recruitment by transfer. | <ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; (ii) Must possess ITI certificate in the trade turner; and (iii) Practical experience for a period of not less than two years. |
| 9. Welder Grade-I | Recruitment by promotion, by transfer or by direct recruitment | <ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; (ii) Must possess ITI certificate in the trade of welder; and (iii) Practical experience for two years. |
| 10. Welder Grade-II | By direct recruitment or recruitment by transfer. | <ul style="list-style-type: none"> (i) Must have passed VIII Standard; (ii) Must possess ITI certificate in trade Welder; and (iii) Practical experience for a period of not less than one year. |
| 11. Smith | Recruitment by transfer or by direct recruitment | <ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; and (ii) Must possess ITI certificate in trade Smith |
| 12. Machinist | By promotion or recruitment by transfer or by direct recruitment | <ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; and (ii) Must possess ITI certificate in the trade Machinist/Fitter; and (iii) Practical experience for a period of not less than two years in the type of work. |
| 13. Tinker | Recruitment by transfer or by direct recruitment | <ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; (ii) Must possess ITI certificate in trade of sheet metal works; and (iii) Must have worked as Helper in tinker trade for a period of not less than two years. |

14. Auto Electrician	Recruitment by transfer or by direct recruitment	<ul style="list-style-type: none"> (i) Must have passed VIII Standard in a recognised school; (ii) Must possess ITI certificate in the trade Auto Electrician; and (iii) Practical experience as Auto Electrician, for a period of not less than five years in an Automobile workshop.
15. Painter	Recruitment by transfer or by direct recruitment	<ul style="list-style-type: none"> (i) Must have studied upto VIII standard in a recognised school; and (ii) Must have experience for a period of not less than three years in all types of painting works including the work of spray gun, writing of sign Boards and preparation of stencils.
16. Tool Room Attender	Recruitment by transfer	<ul style="list-style-type: none"> (i) Must possess ITI Certificate; and (ii) Must have worked as Helper in Tool Room in the workshop in the Board or any Diesel/Automobile workshop for a period of not less than three years.
	By direct recruitment	<ul style="list-style-type: none"> (i) Must have passed S.S.L.C or its equivalent; and (ii) Practical experience for a period of not less than two years in handling the Machine tools, workshop tools in an Engineering Workshop/Factory. <p>Provided that other things being equal preference shall be given to the candidate possessing ITI certificate in Diesel/Auto Mechanical Trade.</p>

17. Tool Keeper	By direct recruitment	(i) Must have passed S.S.L.C. or its equivalent; and (ii) Practical experience for a period of not less than one year in handling tools in a factory or workshop.
	Recruitment by transfer	(i) Must possess ITI certificate; (ii) Must have worked as Helper for a period of not less than three years.
18. Drilling Supervisor	By promotion	Must have worked as Driller for a period of not less than three years.
	Recruitment by transfer or by direct recruitment	(i) D.M.E., awarded by the State Board of Technical Education and Training, Madras or any other equivalent; and (ii) Practical experience for a period of not less than three years.
19. Driller	By promotion	Must have worked as Assistant Driller for a period of not less than three years.
	Recruitment by transfer or by direct recruitment	D.M.E ., awarded by the State Board of Technical Education and Training, Madras or any other equivalent.
20. Assistant Driller	Recruitment by transfer from Helper	(i) Must possess ITI certificate in the trade of Mechanic; and (ii) Must have worked as Helper in Rigs for a period of not less than three years.
	By direct recruitment or by transfer from any other category	(i) D.M.E., awarded by the State Board of Technical Education and Training, Madras or any other equivalent; or (ii) Must possess ITI certificate in the trade of Mechanic with practical experience for a period of not less than two years.

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| 21. Air Compressor Operator Including Compressor Mechanic | Recruitment by transfer or by direct recruitment | (i) Must possess ITI certificate in the trade of Mechanic (Automobile, Diesel and Earth Moving Machinery); and

(ii) Must have experience in operational/ Maintenance of diesel engines for a period of not less than one year. |
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NOTE: (i) The amendments made relating to Tamilnadu Water Supply and Drainage Board Mechanical Subordinate service shall be deemed to have come into force on the 9th August 1974.

(ii) The Amendment made relating to other services shall be deemed to have come into force on 1st January 1977.

(iii) Nothing contained in these amendments shall adversely affect the persons already in service on the date of issue of these amendments. (B.P.Ms.No. 141, dated 4.3.1986)

Provided that a candidate belonging either to a Scheduled Caste or a Scheduled Tribe or Backward Class shall not be eligible for the inclusion of his name in the approved list for appointment as Junior Assistants, Typists and Steno-typists if he has or will complete 30 years of age on the 1st July of the year in which the selection is made.

The age limit shall not apply to the appointment of a candidate belonging to the Scheduled Castes, Scheduled Tribes or Backward Classes to a post for which a qualification lower than a degree is prescribed, if such candidate possesses a general educational qualification which is higher than the minimum general education qualification and is otherwise qualified for appointment.

The age limit shall not apply to the appointment to a post included in the service of a candidate belonging to the Scheduled Castes, Scheduled Tribes or Backward Classes, who holds a degree which is not lower than the degree prescribed to such post and if he is otherwise qualified for appointment.

In the case of candidate who has rendered war service, the period of his war service shall be excluded in computing his age for appointment, Such persons, if invalided from war service, be entitled to deduct from his age period from the time when he was invalided upto 1st April 1946.

24. Age.- No person shall be eligible for appointment by direct recruitment to the posts specified in column (1) of the Table below if he has completed the age specified in the corresponding entry in column (2) thereof on the first day of July in which the selection for appointment is made.-

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POST (1)	AGE (2)
Junior Engineer	Notwithstanding anything contained in Regulation 17(c) and (e) of TWAD Board Service Regulations, 1972, one must not have completed the age of 35 years in case of direct recruitment.(Vide B.P.Ms.No.3/E(Per)/dated 13.01.2011)
Head Draughtsman	35 years
Draughtsman Grade I	35 years
Draughtsman Grade II	28 years
Draughtsman Grade III (Nomenclature of the post changed as JDO in B.P.Ms.No.185/dated21.04.1984)	Notwithstanding anything contained in Regulation 17(c) and (e) of TWAD Board Service Regulations, 1972, one must not have completed the age of 35 years in case of direct recruitment.(Vide B.P.Ms.No.3/E(Per)/dated 13.01.2011)
Assistant Draughtsman	28 years
Junior Water Analyst including Laboratory Assistant and Chemist	28 years
Blue Print Operator	28 years
Boring Mechanic	35 years
Mechanic and Filter Operator including Filter Bed Operator	35 years
Assistant Mechanic	35 years
Turn Cock	28 years
Electrician Grade I	28 years
Electrician Grade II	28 years
Laboratory Attender	28 years
Foreman (Mechanical/Electrical) Assistant Foreman Mechanic Grades I and II Rewinder Assistant Rewinder Turner Welder Grades I and II Smith Machinist Tinker Auto Electrician Painter Tool Room Attender	28 years in the cases of candidates belonging to other communities and 33 years in the cases of candidates belonging to Backward Classes, Scheduled Castes and Scheduled Tribes.

Drilling Supervisor
 Driller
 Assistant Driller.
 Air Compressor Operator including
 Air Compressor Mechanic
 Work Assistant including
 Technical Assistant
 Water Works Superintendent
 including Electrical Superintendent
 Fitter Grades I and II including
 Crane Operator and
 Mixer Machine Operator
 Plumber
 Filter Operator and Mechanic
 including Filter Bed Operators
 Turn Cock

Pump Operator including
 Assistant Mechanic
 Work Inspector Grades I and II
 including Head Mazdoor
 Helper
 Cleaner Grades I and II
 Boring Mechanic
 (B.P.Ms.No. 141, dated 4.3.1986)

28 years in the cases of
 candidates belonging to other
 communities and 33 years in
 the cases of candidates
 belonging to Backward
 Classes, Scheduled Castes and
 Scheduled Tribes.

25. Probation.- (1) Every person, appointed as Assistant Executive Engineer or Chief Head Draughtsman shall from the date on which he joins duty, be on probation – (B.P.Ms.No. 445, dated 25.9.73)

a) for a total period of two years on duty within a continuous period of three years in the case of

(i) direct recruits; and
 (ii) promotees (if at the time of appointment the promotee has not complete probation in the as not completed probation in the category from which he is promoted); or

b) for a total period of one year on duty within a continuous period of two years in the case of –

(i) transferees; and
 (ii) promotees (if at the time of appointments the promotee has completed probation in the category from which he is promoted)

c) An assistant Engineer or Junior Engineer of the Tamil Nadu Engineering Subordinate Service or any other service who has satisfactorily completed probation in that service shall not be required to undergo probation on appointment to the Board's service;

Provided that an Assistant Engineer or Junior Engineer in the Tamil Nadu Engineering Subordinate Service or any other service who has not completed his probation in that service and is appointed to the Board's service shall be required to undergo probation and the period of his service rendered in the Tamil Nadu Engineering Subordinate Service which has been counted for probation in the former service shall count for probation in the Board's Service.

(d) A probationary Assistant Executive Engineer or Chief Head Draughtsman shall be entitled to count towards his probation any service rendered by him as Assistant Executive Engineer or Chief Head Draughtsman in the Tamil Nadu Engineering Service or Tamil Nadu Public Health and Municipal Engineering Service as the case may be. (B.P.Ms.No. 445, dated 25.9.73)

(e) A probationary Assistant Executive Engineer of the Board shall be entitled to count towards his probation any service rendered by him as Municipal Engineer, Grade II, in the defunct Municipal Engineer Service. (B.P.Ms.No. 445, dated 25.9.73)

(f) A probationary Assistant Executive Engineer shall be entitled to count towards his probation any service rendered by him as lecturer in Government Engineering College and/or Government Polytechnic in the State, if but for such service he would have rendered service as Assistant Executive Engineer (B.P.Ms.No. 445 dated 25.9.73).

(g) The Authority competent to declare the satisfactory completion of probation in respect of officers under the Board shall be the appointing authority.

(h) The Chief Engineer of the Board shall, however, be the competent authority to declare the Assistant Executive Engineer to have satisfactorily completed the prescribed period of probation and also to extend upto one year for failure to pass tests within the period of probation.

(i) No probation shall be necessary in the case of appointment between the categories of Junior Assistants and Typists including Steno-typists.

(j) An Assistant in the office of the Chief Engineer or other subordinate offices promoted from the category of Junior Assistants who has rendered satisfactory service for a total period of not less than three years as Junior Assistant shall not be required to undergo the probation.

26. Right of probationers and approved probationers to re-appointment.-

A vacancy in any class of service, category or grade not being a vacancy which should be filled by direct recruitment shall not be filled by the appointment of a person who has not yet commenced his probation in such class of service, category or grade when an approved probationer or probationer therein is available for such appointment.

27. Discharge and re-appointment of probationers and approved probationers.-

(1) (i) Where the normal method of recruitment to any category is both by direct recruitment and by promotion, probationers and approved probationers who were recruited direct, shall not be discharged for want of vacancies. Other probationers and approved probationers shall be discharged for want of vacancies in the order of juniority.

(ii) In other cases, the probationers and approved probationers shall be discharged for want of vacancies in the order of juniority.

(iii) The order of discharge laid down in clause (i) and (ii) may be departed from in cases where such order would involve excessive expenditure on travelling allowance or exceptional administrative inconvenience.

(2) Approved probationers and probationers who have been discharged for want of vacancies shall be re-appointed as vacancies (not being vacancies which should be filled by direct recruitment) arise, in the inverse of the order laid down in items (i) of sub-clause (1):

Provided that the said order may be departed from in cases where such order would involve excessive expenditure on travelling allowance or exceptional administrative inconvenience.

28. Suspension, termination or extension of probation.- (1) Where the regulations prescribe a period of probation for appointment as a full member of the class of service or where such period of probation has been extended under regulation 31 below, the appointing authority may, at any time before the expiry of the prescribed probation or the extended period of probation, as the case may be-

(i) Suspend the probation of probationer and discharge him from the Class of service for want of a vacancy:

or

(ii) at its discretion, by order, either extend the probation of a probationer in a case the probation has not been extended under regulation 31 below or terminate his probation and discharge him from service after giving him a reasonable opportunity of showing cause against the proposed termination of probation.

Explanation.- An opportunity to show cause may be given after the appointing authority arrives at a provisional conclusion on the suitability or otherwise of the probationer for full membership of the service, either by such authority himself or by a subordinate authority who is superior in rank to the probationer.

(2) (i) If within the period of probation, a probationer fails to acquire the special qualifications or to pass the special tests, if any, prescribed for the post or to acquire such other qualifications as may be declared by the Board or by the Board or by the appointing authority with the approval of the Board to be equivalent to the said special qualifications or special tests, the appointing authority shall, by order discharge him

from the class of service unless the period of probation is extended under regulation 31 below:-

(ii) If within the period of probation prescribed in regulation 25 for the class of service or within the extended period of probation, as the case may be, a probationer has appeared for any such tests or for any examinations in connection with the acquisition of any such qualifications and results of the tests or examinations for which he has so appeared are not known before the expiry of such period he shall continue to be on probation until the publication of the results of the tests or examinations for which he appeared or the first of them in which he fails to pass, as the case may be.

In case a probationer fails to pass any of the tests or examinations for which he has so appeared, the appointing authority shall, by order, discharge him from the class of service.

(iii) Any delay in the issue of an order discharging a probationer under clause (i) or clause (ii) shall not entitle him to be deemed to have satisfactorily completed his probation.

29. Appeal against discharge.- (1) A probationer who is discharged under clause (1) of regulation 27 or under clause (3) of regulation 30 below shall be entitled to appeal against the order of discharge passed by the competent authority to the authority to which and within the period of limitation within which an appeal would lie against an order of dismissal passed by the competent authority against a full member of the class of service, or category, as the case may be.

(2) The authority competent to entertain an appeal under sub-regulation (1) may, either of its own motion or otherwise, revise any order discharging a probationer under any of the provisions referred to in the said sub-regulation within one year of the date of such order.

(3) (i) When an order discharging a probationer is set aside on appeal under sub-regulation (1) or on revision under sub-regulation (2) and the probationer is restored to the service the period on and from the date of discharge to the date of such restoration may, with the previous sanction of the Board, be treated as on duty except for purpose of probation. The period of probation undergone by such probationer at the time of his discharge shall, however, count towards the period of probation prescribed by the regulations applicable to him.

(ii) Such probationer may, during the period on and from the date of his discharge to the date of his restoration, be paid such pay and allowances not exceeding the pay and allowances to which he would have been entitled if he had not been discharged, as the authority passing the order under sub-regulation (1) or (2) may with the previous sanction of the Board determine.

30. Probationer's suitability for full membership.- (1) At the end of the prescribed or extended period of probation as the case may be, the appointing authority shall consider the probationer's suitability for full membership of the class of service or category for which he was selected.

(2) If the appointing authority decides that a probationer is suitable for such membership, it shall as soon as possible issue an order declaring the probationer to have satisfactorily completed his probation. If no such order is issued within six months from the date on which he is eligible for such declaration, the probationer, shall be deemed to have satisfactorily completed his probation on the date of the expiry of the prescribed or extended period of probation. A formal order declaring the completion of probation shall, however, be issued by the competent authority. In all cases in which serious charges are pending and, therefore, probation cannot be declared, the final order on probation shall be passed as early as possible and in any case within one month after the disposal of the charges or six months after the due date of completion of probation whichever is later.

(3) If the appointing authority decides that the probationer is not suitable for such membership, it shall unless the period of probation is extended under regulation 31 below, by order, discharge him from the service after giving him reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

Provided that where a probationer has been given reasonable opportunity of showing cause against the imposition on him of any of the penalties specified in regulation 8(b) of the Tamil Nadu Water Supply and Drainage Board Employees' Discipline and Appeal Regulations, the procedure laid down therein shall be followed (even though it is ultimately decided to discharge him from service)

Explanation I.- The decision of the appointing authority that the probationer is not suitable for full membership may be based also on his work and conduct till the date of the decision, inclusive of the period subsequent to the prescribed or extended period of probation.

Explanation I.- An opportunity to show cause may be given after the appointing authority arrives at a provisional conclusion on the suitability or otherwise of the probationer for full membership of the class of service, either by such authority himself or by a subordinate authority who is superior in rank to the probationer.

Explanation III.- Where the competent authority proposes to terminate the probation of a member of a service for general unsatisfactory work or incapacity without the need for enquiry into specific charges, he shall do so under regulation 27 or 28 as the case may be. In case, where he proposes to terminate the probation of such a member for specific charges in addition to or distinct from general inefficiency or incapacity, he shall frame specific charges and follow the detailed procedure laid down in regulation 8(b) of the Tamil Nadu Water Supply and Drainage Board Employee's Discipline and Appeal Regulations.

Any delay on the part of the competent authority to declare the completion of probation should not monetarily affect probationers and that arrears of increment should be allowed from the date of completion of probation as a matter of course, subject to the following conditions.:-

(1) The probation should have been declared satisfactorily, completed from the date ordered even if the question of declaration of probation had been taken up earlier.

(2) The declaration of satisfactory completion of probation was delayed by factors which would not, in any case change the date of such completion;

(3) The person whose probation is declared to have been satisfactorily completed is qualified as on the date ordered:

(4) Declaration of satisfactory completion of probation was not the result of any relaxation of regulation.

(5) In all cases coming under items (1) to (4) above orders issued declaring the probation or relaxing the regulations should include a specific provision in regard to drawal of arrears of increments.

31. Extension of probation.- (a) the appointing authority may extend the period of probation of any probationer in any of the services:-

(i) either to enable him to acquire the special qualifications or to pass the prescribed tests; or

(ii) to enable the appointing authority to apprise and to decide whether the probationer is suitable for full membership or not.

(b) The order extending the probation shall be issued within the prescribed period of probation.

(c) The extended period of probation shall terminate, at the latest, when the probationer has, after the expiry of the period of probation prescribed for the post in which he is on probation, completed one year of duty in the post. In case where the probation of a probationer is extended, a condition shall, unless there are special reasons to the contrary, be attached to the order of extension of probation that the probationer's increment shall be stopped until he is declared to have satisfactorily completed his probation. Such stoppage of increments shall not be treated as a penalty but only as a condition of extension of probation and shall not have the effect of postponing future increments after he has passed the prescribed tests or after he is declared to have satisfactorily completed his probation.

32. Officers and Servants going on leave for purpose of Study.- Candidates who are desirous of undergoing any course of study connected with the affairs of the Board and which is likely to enhance his usefulness as a member of the service, may apply for Study Leave and such candidates will be eligible for extraordinary leave without allowances only for 12 months at a time, provided that the total absence from

duty shall not exceed 3 years in all. Candidates who apply for leave to complete their study soon after they join duty, may be permitted by the Managing Director, to continue their studies and the question of granting them leave to the extent necessary be taken up after they rejoin duty on completion of their studies. In case where a candidate desires to undergo courses of study unconnected with the Boards affairs he may, at the discretion of the Managing Director be granted leave to which he is eligible.

33. Exercise of certain powers of appointing authority by higher authority.-

The powers conferred on the appointing authority may be exercised also by any higher authority to whom the appointing authority is administratively subordinate whether directly or indirectly, in the following cases.-

- (i) Termination of probation;
- (ii) Discharge of probationer
- (iii) Extension of probation.

34. Special Tests to be passed or other qualifications to be acquired.- (a)

Probationary Assistant Engineer/Junior Engineer shall, within the period of his probation, pass the Account Test for Public Works Department Officers and Subordinates.

An Assistant Executive Engineer or Executive Engineer appointed by direct recruitment shall pass the Account test for Public Work Department Officers and Subordinates within a period of four years from the date of his appointment.

The penalty for failure to pass the test in the case of Assistant Engineers/Junior Engineers shall be extension of probation and stoppage of increment till the test is passed and in case of Assistant Executive Engineer the penalty is stoppage of increment. Such stoppage of increment will not operate to postpone future increments after the test is passed.

A Geological Assistant appointed by direct recruitment shall pass the Account Test for Public Works Department Officers and Subordinates within the period of his probation.

The penalty for failure to pass the test shall be the extension of probation. If he fails to pass the test within the period of four years from the date of his appointment his service shall be terminated.

Explanation:- Such of the existing incumbents (on the date of issue of amendment) who do not pass the test, shall pass it within a period of four years. (B.P.Ms.No. 503, dated 24.9.1979)

(b) **Practical Training** - A Turncock selected for promotion as Assistant Mechanic shall undergo training in Filter Station for a period of six months and shall be appointed on probation as Assistant Mechanic if the Superintending Engineer, Tamil Nadu water Supply and Drainage Board declares that he has completed his training satisfactorily. A Turncock shall draw his substantive pay during the period of training.

A directly recruited probationary Assistant Executive Engineer shall during the first year of his probation, undergo training in Works and Accounts for one year or such shorter period as may be fixed in each individual case. His pay during the period of training shall be Rs. 325 per month and the period shall not count for increments in the time-scale of pay for the post of Assistant Executive Engineer.

(c) No employee shall be eligible for promotion to any of the posts mentioned in column (1) of the Table below unless and until he has passed the special test specified in the corresponding entries in column (2) thereof.-

THE TABLE

Posts	Tests
(1) Tamil Nadu Water Supply and Drainage Board Secretariat.	
(i) Superintendents	Account Test for Subordinate Officers, Part I
(ii) Assistants	(i) Account Test for Subordinate Officers, Part I (ii) District Office Manual Test; and (iii) A test in the Tamil Nadu Water Supply and Drainage Board Act; Tamil Nadu Water Supply and Drainage Board Service Regulations; Discipline and Appeal Regulations; Conduct Regulations, and Travelling Allowance Regulations;
(2) Office of the Chief Engineer, Tamil Nadu Water Supply and Drainage Board.	
(i) All Assistants.	(i) Account Test for Subordinate Officers, Part I (ii) District Office Manual Test; and (iii) A test in the Tamil Nadu Water Supply and Drainage Board Act; Tamil Nadu Water Supply and Drainage Board Service Regulations; Discipline and Appeal Regulations; Conduct Regulations, and Travelling Allowance Regulations;

- (ii) Assistants employed as Camp Clerk to the chief Engineer, Tamil Nadu Water Supply and Drainage Board. Must have passed -
- (i) the Account Test for Public Works Department Officers;
- (ii) the Government Technical Examination in shorthand and Typewriting by the Higher grade.
- (3) Store Keeper Account Test for Subordinate Officers, Part I.

Explanation: Notwithstanding anything contained in the above regulations an Assistant or Superintendent in the Tamil Nadu Water Supply and Drainage Board Secretariat now in service who has not passed the said test but is otherwise qualified and suitable for promotion to such category, may be promoted temporarily. But if he does not pass the said test at one of the first three examinations held after such promotion, he shall be reverted to the lower post from which he was promoted and shall not again be eligible for promotion till he passes the test. The penalty for failure to pass the test is stoppage of increment but such stoppage will not operate to postpone future increments after the test has been passed.

Explanation: This regulation will not apply to deputationist who are on service on 14th April 1971.

35. Persons appointed to the service whether by direct recruitment or by promotion, as the case may be, in the categories of posts specified in column (1) of the table below shall pass the tests or undergo the training or acquire the qualification specified in the corresponding entry in column (2) within the period stated or as otherwise required by the corresponding entry in column (3) thereof.

THE TABLE

Member of Service. (1)	Test training or qualification (2)	Period. (3)
(1) A member appointed as Typist or Steno-Typist who has not passed the Government Technical Examination in Typewriting by the Higher Grade.	Government Technical Examination in Typewriting by the Higher Grade.	Before appointment as full member of the service or before rising above the minimum stage of the time scale of pay sanctioned for the post he is holding.

- (2) A member appointed as Typist or Steno-Typist (Tamil) in the Chief Engineer's Office and other subordinate Offices who has not passed the Government Technical Examination in Typewriting English by the Lower Grade. Within the prescribed period of probation
- (3) A member appointed as Typist or Steno-Typist (English) in the Chief Engineer's Office and other subordinate Offices who has not passed the Government Technical Examination in Typewriting in Tamil by the Lower Grade. Within the prescribed period of probation
- (4) A member appointed as Steno-Typist in the case of employees of Government taken over to the Board's service and in the case of others who have not passed the Government Technical Examination in Shorthand by the Higher Grade. Within the prescribed period of probation if recruited direct and within two years from the date of appointment to the post if the appointment is made from among typists before completion of probation in that post.
- (5) A member appointed as Steno-Typist (Tamil) in the Chief Engineer's Office and other subordinate Offices who has not passed the Government Technical Examination in Shorthand (English) by the Lower Grade. Within the prescribed period of probation if recruited direct and within two years from the date of appointment to the post if the appointment is made from among typists before completion of probation in that post.
- (6) A member appointed as Steno-Typist (English) in the Chief Engineer's Office and other subordinate Offices who has not passed the Government Technical Examination in Shorthand (Tamil) by the Lower Grade. Within the prescribed of probation

Explanation: A person appointed to the post of Typist or Steno-typist in the Board's Secretariat shall undergo training in Tamil Typewriting on the standard key-board for such period and in such manner as may be required by the competent authority.

36. Special qualification.- No person shall be eligible for appointment to any class of service, category or grade of any post borne on the cadre thereof unless he

(a) possesses such qualification and has passed such special tests as may be prescribed in that behalf in these regulations: or

(b) Possesses such qualification as may be considered to be equivalent to the said special qualifications or special test by the Board or by the appointing authority with the approval of the Board.

37. Special qualification to be acquired or special test to be passed during probation exemption.- Where a probationer has before he commenced probation already acquired any special qualification or passed any special test prescribed by these regulations for holders of any posts or has acquired such other qualification as may be considered by the Board or by the appointing authority with the approval of the Board to be equivalent to the said special qualification or special test he shall not be required to acquire such special qualification or to pass such special test again after the commencement of his probation.

38. Penalty on a member on maximum of his scale for failure to pass prescribed tests.- Where the regulations prescribe stoppage of increments as a penalty for failure to pass a special test or acquire a special qualification, such failure shall in the case of a member who has reached the maximum of the time scale of pay applicable to him render him liable to the penalty of reduction to the next lower stage in his time scale.

39. Seniority.- (a) The seniority of a person in a class of service, category or grade shall, unless he has been reduced to a lower rank as a punishment be determined by the rank obtained by him the list of approved candidates drawn up by the Board or other appointing authority, as the case may be. The date of commencement of his probations shall be the date on which he joins duty irrespective of his seniority.

(b) The transfer of a person from one category or grade in a class of service to another category or grade in the same class of service carrying the same pay or scale of pay shall not be treated as first appointment to the latter for purpose of seniority and the seniority of a person so transferred shall be determined with reference to the rank in the category or grade from which he was transferred. Where any difficulty or doubt arises in applying this sub-regulation, seniority shall be determined by the appointing authority.

(c) Where a member of a class of service, category or grade is reduced to a lower class of service, category or grade, he shall be placed at the top of the latter unless the authority ordering such reduction, directs that he shall take rank in such lower class of service, category or grade, next below any specified member thereof.

40. Probation on transfer.- (a) Where the Regulation prescribed probation for members of a class of service appointed to a category or grade by transfer from any other category or grade, no probation shall be deemed to be compulsory unless such transfer involves, the assumption of duties and responsibilities of greater importance than those attaching to the category or grade from which transfer is to be made.

(b) A probationer in any category or class shall be eligible to count for probation his services, if any, performed otherwise than in a substantive capacity on regular appointment to a higher category. Nothing contained in this clause shall be construed as authorising the promotion of a probationer in a category to a higher category in contravention of Regulation.

41. Duty in a different class of service counting for probation on promotion.- A member of a class of service promoted from one category to another shall be eligible to count for probation in the higher category, his service, if any performed otherwise than in a substantive capacity on regular appointment to another class of service, in accordance with these regulations if the normal method of recruitment to the latter class of service is by transfer from the former class of service or category thereof.

42. Revision of orders of promotion to selection posts.- An order promoting a member of a class of service made by a competent authority, may be revised by an authority to which an appeal would lie against an order of dismissal passed on a full member of the class of service, category or grade, as the case may be. Such revision may be made by the appellate authority aforesaid either *Suo Moto* at any time, or on a petition submitted by an aggrieved member within six months from the date of passing the order:

Provided that the said period of six months may be extended by the appellate authority if sufficient cause is shown for the delay in submission of the petition.

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

(a) for re-appointment to a substantive or officiating vacancy in the category, grade or post in which he may be a probationer or an approved probationer;

(b) for promotion from a lower to a higher category in such class of service;
or

(c) for appointment to any substantive or officiating vacancy in another class of service for which he may be an approved candidate, 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 as full member which he would have enjoyed but for his absence, subject to his completing satisfactorily the period of probation on his return.

44. Appointment of full members.- (a) Subject to the provisions of regulations 39(a) and 43 an approved probationer shall be appointed to be a full member of the class of service or category for which he was selected at the earliest possible opportunity, in any substantive vacancy which may exist or arise in the permanent cadre of such class or category and if such vacancy existed from a date previous to the issue of the order of appointment, he may be so appointed with retrospective effect from the date or, as the case may be, from any subsequent date from which he was continuously on duty as a member of the class of service or in a higher class or category:

Provided that where more than one approved probationer is available for such appointment as full member, the senior most approved probationer shall be appointed.

Provided further where by reason of administrative convenience, a member completes his probation earlier than another member who is senior to him the member who completes his probation earlier shall not be confirmed before the member who is senior to him. The senior member shall be confirmed according to his seniority after he completes satisfactorily the period of his probation.

Provided also that if the senior is on foreign service and does not within a reasonable time revert to the service of the Board to undergo probation when asked to do so, the junior may be confirmed in that vacancy.

Explanation.- For the purpose of this sub-regulation an approved probationer who has been on leave during the period of his probation or after such period shall be deemed to be on duty as a member of the class of service or category concerned, if he would have been on duty in such class or category or in a higher class or category but for his absence on leave.

(b) Where appointment to any service, class or category is according to rules normally both by direct recruitment and by transfer, vacancies against which persons have been recruited direct shall be regarded as a distinct group, while all other vacancies shall be regarded as another distinct group, and appointment of full members in accordance with sub-rule (a) shall be made separately in each of these group:

45. Reduction of full members.- (a) If a full members of any class of Service, category or grade is substantively reduced to a lower class of service, category or grade, he shall be deemed to be a full member of the latter and the permanent cadre thereof shall, if there is no vacancy in which he could be absorbed be deemed to be increased by one:

Provided that against every such addition an officiating or temporary vacancy, if any, in such lower class of service, category or grade, shall be kept unfilled and such addition shall be absorbed in the first permanent vacancy that subsequently arises in such lower class of service, category or grade as the case may be.

46. Appointment in place of members dismissed, removed, compulsorily retired or reduced.- Where a person has been dismissed, removed, compulsorily

retired or substantively reduced from any class of service, category or grade, no vacancy caused thereby or arising subsequently in such class of service, category or grade, shall be substantively filled to the prejudice of such person until the expiry of a period of one year from the date of such dismissal, removal, compulsory retirement or reduction or until the appeal, if any, preferred by reduction is decided whichever is later.

47. Relinquishment of rights by members.- Any person may, in writing relinquish any right or privilege to which he may be entitled under these regulations, if, in the opinion of the appointing authority, such relinquishment is not opposed to the interest of the administration, and nothing contained in these regulations shall be deemed to require the recognition of any right or privilege to the extent to which it has been so relinquished.

48. Postings and transfers.- (a) A member of a class of service may be required to serve in any post borne on the cadre of such class of service in any post borne on the cadre of such class of service and in any place of duty as the exigencies of the administration require.

(b) All transfers and postings shall be made by the appointing authority or such other authority to whom the powers have been delegated in this regard by the appointing authority.

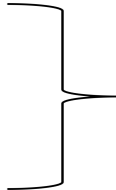
(c) The authority competent to order postings and transfers of officers and staff mentioned in column (1) of the table below shall be those mentioned in the corresponding entries in column (2) thereof.

THE TABLE	
Posts (1)	Authority competent to transfer (2)
1. Chief Engineer	: Board (B.P.Ms.No.166/E.(per)dt.14.10.04.
2. Superintending Engineer	: Managing Director with Board's approval
3. Executive Engineers	: Managing Director
4. Municipal Engineers of all Grades	: Managing Director with Government's approval
5. Assistant Executive Engineers and Assistant Geologists. (B.P.Ms.No. 211, dated 25.6.77)	: Chief Engineer.
6. Assistant Executive Engineers Assistant Geologist, (B.P.Ms.No. 211,	: Outside the circle – Chief Engineer Inside the Circle – Superintending

dated 25.6.77) Assistant Engineers, Junior Engineers, Draughtsmen and other non technical staff.		Engineer.
7. Assistant Engineers, Geological Assistants (B.P.Ms.No. 211, dated 25.6.77 Junior Engineers, Draughtsmen and other non-technical staff.	:	Inside the Division – Executive Engineer
8. Inter-Sectional transfer of Board's Staff	:	Secretary
9. Accounts Officers	:	Managing Director
10. Junior Accounts Officers	:	Secretary, Tamil Nadu water Supply and Drainage Board in consultation with the Chief Accounts Officer.
11. Divisional Accountants	:	Secretary, Tamil Nadu water Supply and Drainage Board in consultation with the Chief Accounts Officer.
12. E.D.P.Manager *		Managing Director
13. System Analyst *		Managing Director
14. Programmer *		Managing Director
15. Console Operator *		Managing Director
* B.P.Ms.No.7 E.(per) dt.9.1.08		

49. Leave.- The authority to sanction leave to the officers and staff of the Tamil Nadu Water Supply and Drainage Board mentioned in column (1) of the table below, shall be those mentioned in the corresponding entry in column (2) thereof.

THE TABLE

Officers	Authority to grant leave.
–	(2)
<i>Tamilnadu Water Supply and Drainage Board Secretariat</i>	
1. Secretary 2. Deputy Secretary 3. Chief Accounts Officer 4. Assistant Secretary 5. Other non-gazetted staff of the Board	 Managing Director.
Record Assistants, Record Clerks, Drivers and L.G.G.S. 6. Accounts Officers	Secretary Managing Director

- | | |
|-----------------------------|---|
| 7. Junior Accounts Officers | Secretary in consultation with the Chief Accounts Officer |
| 8. Divisional Accountants | Secretary in consultation with the Chief Accounts Officer
(B.P.Ms.No. 321, dated 2.7.1984) |
| 9. E.D.P. Manager * | Managing Director |
| 10. System Analyst * | Managing Director |
| 11. Programmer * | Managing Director |
| 12. Console Operator * | Managing Director |
- * B.P.Ms.No.7 E.(per) dt.9.1.08

Chief Engineers Office and Subordinate Offices.

- | | |
|---|---|
| 1. Chief Engineer under the Board | Managing Director |
| 2. A. Superintending Engineer | Managing Director |
| B. Executive Engineer | Chief Engineer |
| 3. Municipal Engineers of all grade | Chief Engineer with the approval of Director of the Municipal Administration.
B.P.Ms.No. 349, dated 20.8.86. |
| 4. Assistant Executive Engineer
Assistant Geologist,
Geoloical Assistant,
(B.P.Ms.No. 211, dated 25.6.77)
Assistant Engineers/Junior
Engineers Head Draughtsman,
Draughtsman and Grade I
Superintendents in Chief Engineer's
Office, Non-Technical P.A. to Chief
Engineer and Chief Head
Draughtsman. | Chief Engineer. |
| 5. All Non Technical staff up to the
level of Assistant and Technical Staff
below the rank of Draughtsman I
Grade in the office of the Chief
Engineer, Drivers in office of Chief
Engineer. | Deputy Chief Engineer. |

6. All grades of Technical and Ministerial staff except Assistant Engineers/Junior Engineers, in Circle, Office.

Assistant Engineers/Junior Engineers and Geological Assistants (B.P.Ms.No. 211, dt. 25.6.77) for period not exceeding 30 days, all technical and ministerial staff working in divisions and sub-divisions exceeding 30 days, drivers in circle office.

Superintending Engineer.

7. All technical and Ministerial personnel working in division and sub-division offices (except Draughtsman II grade) and Assistants not exceeding 30 days and without substitute. Drivers in division and sub – divisions.

Executive Engineer.

If substitutes are required, Superintending Engineer is the authority to sanction leave.

50. Temporary appointments and promotions.- The appointing authority may appoint or promote temporarily a person otherwise than in accordance with the provisions of these regulations in the following cases until a person is appointed in accordance with the regulations. Provided that no employee shall under any circumstances be temporarily appointed or promoted for a continuous period exceeding 3 months.

(a) (1) Where it is necessary in the interest of the administration to fill up a vacancy immediately and there would be undue delay in making an appointment or promotion as the case may be in accordance with these regulations.

(2) Where it is necessary to fill a short vacancy in a post and the appointment or promotion of the person who is entitled to such appointment or promotion, as the case maybe would involve excessive expenditure on travelling allowance or exceptional administrative inconvenience.

Explanation 1: No appointment or promotion shall ordinarily be made under the above clauses of a person who does not possess the qualification, if any, prescribed for the post. Every person appointed or promoted under Clause (a) (1) who does not possess the qualifications shall be replaced as soon as possible by a person possessing the prescribed qualifications.

Explanation II: A person appointed or promoted under clause (a) (1) shall whether or not he possess the prescribed qualification, be replaced as soon as possible by an approved candidate qualified to hold the post or by a member of the service, who is entitled for promotion to the post.

(b) Where general or special qualifications have been prescribed for holding a post in a category and no member of the lower category from which promotion is to be made to this category possess the prescribed qualifications, a member of the lower category may be promoted temporarily to the higher category until a member qualified becomes available for promotion.

(c) where it is necessary to appoint or promote an employee against whom an enquiry into allegations of corruption or misconduct is pending the appointing authority may appoint or promote him temporarily pending enquiry into the charges against him. The competent authority shall have discretion to make regular appointments or promotions in suitable cases.

(d) A person appointed or promoted temporarily under clause (a), (b) or (c) shall not be regarded as a probationer in such category or be entitled by reason of such appointment to any preferential claim to future appointment or promotion to such category. The service of such a person shall be liable to be terminated by the appointing authority at any time without notice and without any reason being assigned.

(e) There shall be paid to such person appointed or promoted temporarily the highest of the following rates of pay.-

i) his substantive pay, or

ii) the minimum of the time scale of the post to which he has been temporarily appointed or promoted as the case may be; or

iii) the officiating pay which he would have drawn from time to time in the post regularly held by him immediately prior to the temporary appointment or temporary promotions, as the case may be.

Provided that, for the purpose of drawing pay under clause (iii) a certificate to the effect that but for such temporary appointment or temporary promotion as the case may be, the incumbent would have continued to officiate in the post held by him immediately prior to the temporary appointment or temporary promotion, shall be issued by the appointing authority for the officiating post, when the incumbent has to be allowed an increment in the time scale of pay applicable to the officiating post the appointing authority shall again issue a certificate to the effect that but for the temporary appointment or temporary promotion, as the case may be the Board Servant would have continued to act in the officiating post and drawn the increment, indicating the date and stage of increment in the post. The Accounts Officer will regulate the increment in the officiating posts other than in subordinate service on receipt of certificate from the Board (B.P.Ms.No.419 dated 25.9.1975).

51. Securities.- (a) When a holder of a post is required to deposit security for due and faithful performance of his duties, appointment to the post shall be made only after the required security is deposited.

(b) When an employee who has furnished security takes leave other than casual leave or is deputed to other duty the person who is appointed to officiate for him shall be required to furnish the full amount of the security prescribed for the post.

(c) Store-keepers shall deposit such security as may be prescribed by the Chief Engineer.

(d) Clerk and assistants when appointed to posts the holders of which have to deal with cash, shall deposit such security as may be prescribed.

52. Acceptance of date of birth.- (i) The date of birth of a candidate entered in the Secondary School Leaving Certificate or Matriculation Register or in the genuine certificates issued by recognised schools shall be taken as authentic for purpose of appointment in the service of the Board.

ii) When the date of birth as entered in the records mentioned in clause (i) above is not available or its genuineness is in doubt, an extract from the date of birth register with evidence to indicate that the extract relates to the Particular individual, issued by the Government or Local Authorities or by the Village Munsiffs attested by a Revenue Officer not lower in rank than a Tahsildar shall be accepted.

iii) In the absence of certificate of date of birth as in clause (i) or (ii) above, the age certificate from a Medical Officer not lower in rank than an Assistant Surgeon in Government Hospitals, shall be accepted.

iv) In all doubtful cases of date of birth, the enquiry shall be made by an Officer belonging to the Revenue Department not lower in rank than a Revenue Divisional Officer. On receipt of the report of the enquiry the case shall be submitted to the Tamil Nadu Water Supply and Drainage Board for decision. The decision of the Board shall be final (B.P.Ms.No. 143, dated 12.3.1981).

53. Alteration of date of birth.- (i) If, at the time of appointment a candidate claims that his date of birth is different from the entered in the records mentioned in clause (i) of Regulation 52 above, he shall make an application to the appointing authority stating the evidence on which he relies and explaining how the mistake occurred. The appointing authority shall cause an enquiry to be made in accordance with the procedure laid down in clause (iv) of Regulation 52 above. On receipt of the report of enquiry, the appointing authority shall submit the case to the Tamil Nadu Water Supply and Drainage Board for decision and the Board's decision shall be final

(ii) After a person has entered service under the Tamil Nadu Water Supply and Drainage Board an application to correct the date of birth as entered in the records of the Board shall normally be entertained only if such application is made within five years of such entry into service. Such an application shall be made to the authority competent to make an appointment to the post held by the applicant at the time of his application and shall be disposed of in accordance with the procedure laid down in clause (iv) of regulation 52 above.

(iii) In doubtful cases relating to date of birth of person born outside the State of Tamil Nadu, who apply for appointment in the Board, or if already appointed

under the Board apply for alteration of the date of birth, the following procedure shall be adopted.-

a) In respect of Chief Engineer's office and subordinate offices.- The Chief Engineer shall examine and scrutinise the records that may be produced by the persons and submit the case to the Tamil Nadu Water Supply and Drainage Board for decision and the decision of the Board shall be final.

b) In respect of the Board's Secretariat.- The Secretary, Tamil Nadu Water Supply and Drainage Board shall examine and scrutinise the records that may be produced by the persons and submit the case to the Tamil Nadu Water Supply and Drainage Board for decision and the decision of the Board shall be final.

iv) Any application received after five years after entry into service including the service rendered in the erstwhile Public Health Engineering and Municipal Works Department if any shall be summarily rejected.
(B.P.Ms.No. 409 dated 10.8.1973)

v) In considering the question of permitting an alteration in the date of birth as entered in the official records even when such entry is proved to have been due to a bonafide mistake, the Tamil Nadu Water Supply and Drainage Board shall take into consideration the circumstances whether the applicant would normally be eligible for appointment to the concerned post at the time of entry into service had his age been correctly stated and what would have been the effect on his service and the service conditions of other employees in the service, and may permit the alteration subject to such conditions as it may deem fit to impose.

vi) Resort to Medical opinion shall be made only if age cannot be established otherwise even after enquiry.

54. Power to relax regulations.- The Board shall have powers to relax the provision of any of these regulations.

55. Physical Fitness.- (a) Every candidate who applies for direct recruitment to any class of service shall, when required to do so, produce a certificate of physical fitness in the form that may be prescribed by the Board from time to time.

(b) Any candidate selected, may, pending production of the certificate, be appointed on such terms as may be laid down by the competent authority subject to his being found physically fit, but such appointment shall be terminated if he is subsequently found to be physically not fit:

Provided that in the case of a person appointed by direct recruitment to the posts of Tracer, Daffedar, Peon, Watchmen, Sweeper, Gardener or Sanitary Worker, he shall be required to produce a certificate of physical fitness only at the time of his appointment as a full member.

If any person had produced a certificate of physical fitness as a candidate for a post in Board's Service, no further medical examination shall be necessary before employment or confirmation.

Provided that in the case of an approved probationer, who is not the holder of a permanent post, the appointing authority may, if it has reason to believe that the probationer's physical fitness has been seriously deteriorated since the production of the medical certificate, require him to undergo a fresh medical examination.

If the production of a further medical certificate is considered necessary, the previous medical certificate should be attached to the employees first pay bill after confirmation.

(d) Physical fitness for appointment.- The physical fitness certificate to be produced by the candidate recruited direct to the executive cadre and non-executive cadre before the appointment shall be as specified in the Appendix I of Annexure IA to the Fundamental Rules.

56. Consequences of resignation.- An officer or servant of the Board 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 also his previous service under the Board.

The re-employment of such person to any service shall be treated in the same way as a first appointment under the Board to such service by direct recruitment and all rules governing such appointment shall apply, and on such re-appointment he shall not be entitled to count any portion of his previous service for any benefit or concession admissible under any rule or order.

57. Appointment by deputation and contract.- (a) The Board may obtain servants of the Central or State Government or other statutory organisations or local bodies on deputation for appointment under the Board and the terms of deputation of such person or persons will be as may be agreed upon by the Board in each case, and except in so far as they are not regulated by the terms of deputation, they will be governed by the provisions of these regulations.

(b) State or Central Government or other statutory organisations or local bodies servants on deputation to the Tamil Nadu Water Supply and Drainage Board shall be liable to be recalled by their parent Department. The parent department may recall such of the Government servants whom the Tamil Nadu Water Supply and Drainage Board desires to revert, provided that adequate notice in each case of recall or reversion is given by the parent department or the Tamil Nadu Water Supply and Drainage Board as the case may be, to the other.

(c) The Board may also appoint any person or persons on contract on such terms as may be considered necessary and in such cases, the conditions and classifications of the service of such persons shall, except in so far as they are not governed by the terms of the contract, be regulated by the provisions of these regulations.

58. Pay, allowances, leave, leave salary, pension and other conditions of service.- The Fundamental Rules, The Madras Leave Rules and the Manual of Special Pay and Allowances and the Pension Code as amended from time to time in so far as

they may be applicable and except to the extent expressly provided in these regulations, shall *Mutatis Mutandis* apply to the members of the Board Service in the matter of their pay, allowances, travelling allowances, leave, leave salary and other conditions of service. The powers assigned to the Board and the powers assigned to the Head of the Department under the Fundamental Rules shall be exercised by the Chief Engineer in the case of Engineering and other staff under his control and by the Secretary in the case of the Board's Secretariat.

59. (1) Notwithstanding anything contained in these regulations or Board's Discipline and Appeal Regulations 1972 or any other orders issued in this regard, the appointing authority shall have the right to retire in public interest any officer or employee of the Board by giving three months notice in writing or three months pay and allowance in lieu of such notice, after he attains the age of fifty years or completed 25 years of qualifying service and in the case of those come under the last grade service after he attains the age of fifty five years or after he has completed 30 years of qualifying service.

(2) The Review Committee constituted by the Government in the administrative department of the Secretariat in charge of the Tamil Nadu Water Supply and Drainage Board shall review the cases of officers and employees of the Board for compulsory retirement.

(3) While reviewing the cases of employees of the Board, the Review Committee shall follow the norms and guidelines prescribed from time to time for reviewing the cases of Government Servants under FR 56(d).

(4) The High Level Standing Committee constituted by the Government to consider the review petitions of Government servants compulsorily retired under FR 56 (d) shall also consider the review petitions of the compulsorily retired employees of the Tamilnadu Water Supply and Drainage Board.

(5) An employee compulsorily retired under these regulations shall submit his review petition to the High Level Standing Committee constituted by the Government within one month from the date of issue of orders of compulsory retirement through the authority who issued the orders of compulsory retirement.

(6) The decisions of the Review Committee and High Level standing Committee are final and shall be implemented by the appropriate authority in the Board. The orders compulsorily retiring the officer or employee of the Board on the recommendation of the Review Committee or reinstating the officer or employee in service on the recommendation of the High Level Standing Committee shall be issued by the Appointing Authority.

(B.P.Ms.No.416 dated 29.9.1975) and (B.P.Ms.No.194 dated 2.4.1980)

Tamil Nadu Water Supply
And Drainage Board, Madras
13th December 1972.

J.S. BHANGO
Managing Director.