

THE TAMIL NADU REVENUE SUBORDINATE SERVICE RULES

(SECTION 28)

1. CONSTITUTION:

The service shall consist of the following officers:

Category 1 ... Tahsildars

Category 2 ... Deputy Tahsildars

2. DEFINITIONS:

(a) "Tahsildars" shall mean and include Taluk Tahsildars, Huzur Sarishtadars, Tahsildars on Settlement duty on Settlement Training, Sarishtadars and final Settlement Enquiry Tahsildars in Settlement parties, Tahsildars on Special Duties, District Welfare Officers and Block Development Officers, Agricultural Income Tax Officers in the category of Tahsildars and Superintendents (Selection Grade) in the Office of the Commissioner of Agricultural Income - Tax.

(b) "Deputy Tahsildars" shall mean and includes Taluk Deputy Tahsildars, Assistant Tahsildars, Huzur Head Clerks, Special Deputy Tahsildars on Settlement Duty, Superintendents (Ordinary Grade) in the Office of the Commissioner of Agricultural Income-Tax, Assistant Agricultural Income-Tax Officers in the category of Deputy Tahsildars and Deputy Tahsildars on other Special Duties.

(G.O.Ms.No.4680, Revenue, dated 11.11.1960)

(c) "District List" shall mean the list of approved candidates from a Revenue District, prepared by the selecting authority, for appointment as Tahsildars or Deputy Tahsildars as the case may be:

Provided that in respect of Salem and Dharmapuri Districts "District List" shall mean the combined list of approved candidates for the said districts, prepared by the selecting authority, for appointment as Tahsildars or Deputy Tahsildars, as the case may be.

(d) "City List" shall mean the list of approved candidates from the Secretariat and Offices of the Board of Revenue (Land Revenue), Board of Revenue (Food Production), Board of Revenue (Settlement of Estates), the Commissioner of Civil Supplies, the Director of Survey and Settlements, the Director of Harijan and Tribal Welfare, the Director of Backward Classes, the Director of Rehabilitation, the Commissioner of Agricultural Income-Tax cum Board of Revenue (Agricultural Income Tax) the Director of Urban Land Tax cum Board of Revenue (Urban Land Tax) and the Board of Revenue (Land Reforms), prepared by the selecting authority for appointment as Deputy Tahsildars"

(G.O.Ms.No.1035, Revenue, dated 29.4.1978)

(G.O.Ms.No.2051, Revenue, dated 31.7.1978)

(e) "Board of Revenue" shall mean the Board of Revenue (Land Revenue).

EXPLANATION: "Taluk Deputy Tahsildars" means a Deputy Tahsildar in charge of a Taluk or Sub-Taluk and "Taluk Tahsildars" a Tahsildar in charge of a Taluk.

AMENDMENT

In the said Special Rules, in rule 2 for classes (a) and (b) , the following clauses shall be substituted namely : -

- (a) " Tahsildars" shall mean and include Taluk Tahsildars, Huzur Sarishtadars, Tahsildars on Settlement duty or Settlement training, Sarishtadars and final Settlement Enquiry Tahsildars in Settlement Parties, Tahsildars on Special Duties, District Welfare Officers, Block Development Officers and Agricultural Income Tax Officers in the category of Tahsildars.
- (b) " Deputy Tahsildars " shall mean and include Taluk Deputy Tahsildars, Assistant Tahsildars Huzur Head Clerks, Special Deputy Tahsildars on Settlement Duty, Assistant Agricultural Income-Tax Officers in the category of Deputy Tahsildars and Deputy Tahsildars on other Special Duties.

(G.O. Ms. No.960 Revenue Dated.04.09.1992)

3. APPOINTMENTS :-

(a) Appointment to the categories in the service shall be made as follows: -

CATEGORY 1 - TAHSILDARS :-

Promotion from Deputy Tahsildars or by deputation from among Section Officers in the Secretariat and Superintendents in the Offices of the Board of Revenue (Land Revenue) Board of Revenue (Food Production), Board of Revenue(Settlement of Estates), the Commissioner of Civil Supplies, the Director of Survey and Settlements, the Director of Harijan and Tribal Welfare, the Director of Backward Classes, the Director of Rehabilitation, the

Commissioner of Agricultural Income Tax- cum Board of Revenue (Agricultural Income-Tax) , the Director of Urban Land Ceiling and Urban Land Tax) and the Board of Revenue (Land Reforms) , who had rendered satisfactory service as such for two years and who are otherwise qualified for appointment as Tahsildars to this service for a period of two years for the training in the districts. The maximum number of candidate to be deputed in any particular year shall not exceed ten.

(G.O. Ms.No.1298 , Revenue dated.23.06.1977)

(G.O. Ms. No.2051, Revenue dated.31.08.1978)

CATEGORY 2 - DEPUTY TAHSILDARS : -

Recruitment by transfer from the members of the Tamil Nadu Secretariat Service or from the members of the Tamil Nadu Ministerial Service employed in the Revenue Department - cum - Board of Revenue (Urban Land Tax) G.O. Ms.No.1035, Revenue dated.29.04.1978 including the Offices of the Board of Revenue (Land Revenue) , the Board of Revenue (Food Production) , Board of Revenue (Settlement of Estates), the Commissioner of Civil Supplies, the Director of Survey and Settlements, the Director of Harijan and Tribal Welfare, the Director of Backward Classes, the Director of Rehabilitation, the Commissioner of Agricultural Income-Tax - cum-Board of Revenue (Agricultural Income Tax) , the Director of Urban Land Ceiling and Urban Land Tax-Cum -Board of Revenue (Urban Land Ceiling and Urban Land Tax) , the Board of Revenue (Land Reforms) , and the Revenue Settlement Parties.

(G.O. Ms No.2051, Revenue. dated.31.08.1978) .

(b) The maximum number of appointments to be mad in any particular year by transfer from the member of the Tamil Nadu Secretariat Services / or / and the member of the Tamil Nadu Ministerial Service employed in the Offices of the Board of Revenue (Land Revenue) , Board of Revenue (Food Production) , Board of Revenue (Settlement of Estates) , the Commissioner of Civil Supplies, the Director of Survey and Settlements , the Director of Harijan and Tribal Welfare, the Director of Backward Classes, the Director of Rehabilitation, the Commissioner of Agricultural Income - Tax - cum - Board of Revenue (Agricultural Income-Tax) the Commissioner of Land Reforms and the Revenue Settlement Parties as Deputy Tahsildars, shall not exceed twelve " .

(G.O. Ms.No.1298, Revenue , dated.23.06.1977)

(G.O. Ms.No.1035, Revenue, dated.29.04.1978)

(G.O. Ms.No.2051, Revenue, dated.31.08.1978).

4. APPOINTING AUTHORITY : -

The appointing authority for the posts shall be the Collector of the District concerned. Appointment to the posts shall be made from the lists of approved candidates prepared by the selecting authority.

5. SELECTING AUTHORITY :-

(a) The District list of Tahsildars for each of the districts separately and the City lists for Deputy Tahsildars shall be prepared by the Board of Revenue, which shall be the selecting authority in respect of such lists. The District List of Deputy Tahsildars shall be prepared by the Collector of the District concerned, who shall be the selecting authority, in respect of such list.

Provided that the Board of Revenue shall be the selecting authority in respect of all matters relating to the lists of Deputy Tahsildars for the year 1965 and earlier, which were prepared by the Board of Revenue in accordance with the rules then in force.

Provided further that in respect of Salem and Dharmapuri Districts, the District list of Deputy Tahsildars shall be prepared by the Collectors of the said districts in consultation with each other at a joint sitting and where the Collectors are not able to agree on any particular candidate, the matter shall be referred to the Board of Revenue whose orders shall be final.

b) No additions, to or removals from any of the lists of approved candidates shall be made without the approval of the selecting authority concerned.

c) No transfers from any of the lists of approved candidates of a district to that of another shall be made without the approval of the Board of Revenue.

d) The Board of Revenue shall be competent to allot candidates from the City list of particular districts in the order specified in Rule 6 as if it applied to the State as a Unit.

e) Junior Assistants, and Assistants drafted from the mufasal and employed in the Office of the Board of Revenue(Land Revenue) or in the Office of the Board of Revenue (Food Production) or in the Office of the Board of Revenue (Settlement of Estates) or in the Office of the Board of Revenue (Land Reforms) or in the Offices of the Director of Survey and Settlement or in the Office of the Commissioner of Civil Supplies or in the Office of the Commissioner of Agricultural Income-Tax-cum-Board of Revenue(Agricultural

Income Tax) or in the Office of the Director of Urban Land Ceiling and Urban Land Tax-Cum-Board of Revenue(Urban Land Ceiling and Urban Land Tax) or in the Offices of the Director of Harijan and Tribal Welfare or in the Office of the Director of Backward Classes or in the Office of the Director of Rehabilitation or in the Secretariat, will be considered only for the list of Deputy Tahsildars of the respective districts from which they have been drafted, till they are confirmed in the respective City Office in which they are appointed " (**G.O.Ms.No.3523, Revenue dated.07.10.1974**) effect from 30.06.1974.

f) Proposals for inclusion of names in the list of approved candidates for appointment as Tahsildar shall reach the Board of Revenue from the Collectors and the City Offices concerned, not later than the dates specified in **Annexure-I**, The Board of Revenue shall prepare the lists not later than the dates specified in **Annexure -II** . The Board of Revenue and Collectors of the districts concerned shall prepare the lists of approved candidates for appointment as Deputy Tahsildars for City and Districts respectively, not later than 15th November of each year .

(G.O. Ms.No.98 , Revenue dated.18.01.1978)

Before preparing the lists of Tahsildars for any year, the Board of Revenue shall estimate the number of persons who are likely to be promoted to that category between the 1st July of that year and the 30th June of next year on the basis of the permanent posts, the number of temporary posts in existence, anticipated sanction of new posts , requirement of leave reserve, anticipated vacancies due to promotion, retirement and sanction of new posts.

" The Board of Revenue shall deduct from the estimated number of posts, the

number of persons who are acting in regular capacity and also the number of persons who have already acted in regular capacity and are on reversion for want of vacancy and thus arrive at the number of persons to be included in the list for the year.”

(G.O. Ms.No.;157, Revenue (G1) dated.25.01.1980)

(Order comes into force on the Twenty fifty January, 1980)

(B.P. Perm, 1364, dated.29.12.1976).

Before preparing the list of Deputy Tahsildars for any year, the Collector of the District concerned, shall estimate the number of persons who are likely to be appointed to that category between the 15th September of that year and the 14th September of next year in the manner aforesaid and get the approval of the Board of Revenue, which shall have the power to alter the number of vacancies estimated by the Collector concerned, and

(G.O. Ms.No.98, Revenue dated.18.01.1978)

When preparing a list, the selecting authority shall arrange the names of the persons selected by it for appointment as Tahsildar or Deputy Tahsildar, the case may be, in the order of the preference decided by it, which shall be based on merits, ability and seniority.

(G.O. Ms.No.2793 , Revenue dated.27.12.1977)

The inclusion or non-inclusion of an eligible candidate shall be communicated to the candidate concerned by the selecting authority and the list of selected candidates shall also be published in the District Gazette. Such list shall also be displayed on the Notice Board of the Collector's Office concerned and of the Office of the Board of Revenue (Land Revenue) , Madras, in the case of Tahsildars, The City list of Deputy Tahsildars and

Tahsildars shall be displayed on the Notice Board of the Board of Revenue(LR).

While making appointments from the lists of Deputy Tahsildars, a person included in the City list and allotted to the District by the Board of Revenue, shall in the order of preference decided by the Board, be appointed to the first vacancy that arises. Appointments of the candidates from the list shall be temporary till the list is finalised under sub Rule (h) , provided that the regularisation of services of persons included in the lists shall be done on the basis of the provisional lists drawn and published by the selecting authority subject to the orders of the appellate authority in appeal.

(G.O. Ms.No.2217, Revenue , dated.20.10.1975)

with effect from 9th April, 1950.

(G.O. Ms.No.2793, Revenue dated.27.12.1977).

(g) Appellate Authority , where the Collector of the District is the selecting authority, the appellate authority shall be the Board of Revenue and where the Board of Revenue is the Selecting authority, the appellate authority shall be the Government. Any person who is qualified for inclusion in the list of approved candidates and who is senior in the category from which selection has been made, to any person whose name has been included in the list of who is aggrieved by the rank assigned to him by the selecting authority, shall be entitled to an appeal to the authority prescribed in this sub-rule. The appeal shall lie within two months from the date of communication regarding inclusion or non inclusion under sub -rule (f).

(Amended vide G.O. Ms. No. 133, Revenue dated.07.02.1995).

NOTE :-

In respect of Salem and Dharmapuri Districts where the case of any candidates is referred to the Board of Revenue under the second proviso to sub - rule (a) the appellate authority in respect of an appeal from that candidate shall be the Government.

(h) After all the appeals are disposed of, the appellate authority shall assign suitable ranks in the list prepared by the selecting authority to these persons whose names the appellate authority has ordered to be included in it. The selecting authority shall then finalise the list prepared by it. In finalising the District list of Deputy Tahsildar, the Collector shall include therein, such of the persons included in the list prepared by him under sub-rule (f) and arrange the names of all persons in the following orders : -

(G.O. Ms.No.2793 , Revenue dated.27.12.1977)

(1) Persons included in the City list and allotted to the District by the Board of Revenue in the order of preference decided by the Board, or by Government on appeal.

(2) The lists so finalised shall be published in the District Gazette. Such list shall also be displayed on the Notice Board of the Collector's office concerned, in the case of Deputy Tahsildars and on the Notice Board of the Collectors Office concerned and the Office of the Board of Revenue (Land Revenue) , Madras in the case of Tahsildars. The City list of Deputy Tahsildars and Tahsildars shall be displayed on the Notice Board of the Board of Revenue (Land Revenue). A copy of the order of the appellate authority on the appeal shall also be communicated to the candidates concerned.

Regular appointments shall be made according to the rank fixed in the list finalised under this sub rule. " The list of approved candidates shall be valid for a period of one year and shall lapse at the end of that year. The period of one year shall be reckoned from the date of approval of the panel by the competent authority. The candidates whose names have been included in the list relating to the previous year but are not appointed shall be considered, if eligible, for inclusion in the list for the next year, along with their seniors if any , whose names have not been included in the list relating to the previous year because they are not found suitable or because they are not technically qualified at the time of drawal of the said list and who have subsequently become eligible. While preparing the lists, it shall be sufficient to consider the claims of all the candidates, senior to the junior most candidate proposed for inclusion in the list instead of considering the claims of all the technically qualified candidates in the feeder category"

(G.O. Ms.No.157, Revenue (G 1) dated.25.01.1980)

Order come into force on the Twenty fifty January , 1980.

(B.P. Perm. 1364, dated.29.12.1976).

(l) Any persons who has a right of appeal under sub-rule(g) and who is aggrieved by the orders of the appellate authority, shall also be entitled to prefer to the Government a revision petition where the appellate authority is the Board of Revenue within one month from the date of communication of the order of the appellate authority under sub rule (h).

Provided that in respect of lists prepared prior to 1974 such persons shall be entitled to prefer to the Government a revision petition within one

month from the date of publication of the list in the Tamil Nadu Government Gazette.

(with effect from 02.12.1966 as per G.O. Ms.No.3514, Revenue dated.04.10.1974) - (B.P. Perm .971(D) Dated.13.08.1974).

(j) The Government shall assign suitable rank to the person whose name is ordered to be included in the list finalised by the selecting authority while disposing of the revision or review as the case may be.

6. RESERVATION OF APPOINTMENTS :-

Subject to the provisions of Rule 5(d) , the rule of reservation of appointments (General Rule 22) shall apply to the category of Deputy Tahsildars in each district at the time of Selection for inclusion in the list.

(G.O. Ms.No.1256, Revenue , Dated.20.06.1977)

(with effect from 20.06.1977)

Provided that this rule shall not apply to the appointment to the said category of Deputy Tahsildars if any person who was recruited to the Madras Ministerial Service as an Upper Division Clerk in the Revenue Department for Employment as Probationary Revenue Inspector.

7. QUALIFICATIONS :-

(a) No person shall be eligible to have his name included in the list of approved candidates for appointment as Deputy Tahsildar unless he possesses the qualifications specified in **Annexure - III**, on the 15th September of the year to which the list relates.

(G.O. Ms.No.3240, Revenue dated.22.12.1981)

" Provided that in the case of a Deputy Tahsildar whose name was included in the list but was not appointed before the drawal of the next list, shall be considered for inclusion in the list drawn on the next occasion, irrespective of his age "

(G.O. Ms. No.157, Revenue dated.25.01.1980)

(Order came into force on the Twenty Fifth January , 1980)

(B.P. Perm. 1364 , dated.29.12.1976)

(b) No Deputy Tahsildar shall be eligible to have his name included in the list of approved candidates for appointment as Tahsildars if he has not completed police training for six weeks and exercised the magisterial powers for a period of six months to the satisfaction of the District Magistrate concerned on the first day of July of the year to which the list relates.

(G.O. Ms.No.826, Revenue , dated.05.04.1975)

(B.P. Permt, 564 (D) Confidential dated.10.07.1975)

AMENDMENTS

In the said special Rules , in rule 7,

(1) in sub-rule (b) , for the expression " six weeks " and " six months " the expression " two months " and " four months " shall respectively be substituted:

(2) to sub -rule (b), the following proviso shall be added, namely : -

"Provided that the Deputy Tahsildars who are already undergoing training on the 18th day of June 2002 shall continue to undergo the Police training for six weeks and exercise magisterial powers for a period of six months".

(vide G.O.Ms.) No.238, Revenue (Ser. 3(1) Department,dated.18.06.2002)

8. PROBATION:

(a) Every person appointed as Deputy Tahsildar shall, from the date on which he joins duty, be on probation for a period of two years on duty within a continuous period of three years (with effect from 15.7.1969)

(G.O.Ms.No.3209, Revenue dated 05.06.1973)

B.P.Permt. 835 (D) dated 30.5.1970

G.O.Ms.No.2928, Revenue dated 18.12.1978

Sub-Rules (b) and (c) shall be omitted

(G.O.Ms.No. 2144, Revenue dated 16.09.1978)

(d) If an officer whose probation as a Deputy Tahsildar has been terminated, is again appointed as a Deputy Tahsildar, the magisterial service rendered by him or the training in magisterial work undergone by him as the case may be, prior to the termination of his probation, shall count towards the magisterial work or magisterial training as the case may be, contemplated in Sub-Rule (b) of Rule 7, unless such termination of probation was due to unsatisfactory magisterial work (with effect from 01.01.1974)

(G.O.Ms.No. 2144, Revenue, dated 16.09.1978)

(G.O.Ms.No. 92, Revenue, dated 18.01.1982)

(e) An officer in the approved list of Deputy Tahsildars shall count his service as Deputy Tahsildar in a settlement party or in Urban Land Tax Department or as Superintendent in Urban Land Tax Department for probation in the cadre of Deputy Tahsildar in the regular line, provided that his immediate junior in the Revenue Department is already acting in a post, the service in which counts for purpose of probation as Deputy Tahsildars.

(G.O.Ms.No. 1439, Revenue, dated 15.07.1977)

(with effect from 06.10.1976)

(B.P.Permt. 1298 (D) dated 09.12.1976)

(G.O.Ms.No. 803, Revenue Dated 29.03.1978)

(f) Any officer who has discharged the duties of an Ordinary Grade Superintendent in the Office of the Commissioner of Agricultural Income Tax for any period during which he would have held the post of Deputy Tahsildar

but for his appointment as Ordinary Grade Superintendent shall count his service as Ordinary Grade Superintendent towards probation in the Category of Deputy Tahsildar for such period.

(G.O.Ms.No. 1939, Revenue dated 04.11.1967)

(g) Any officer who has discharged the duties of an Assistant Agricultural Income Tax Officer for any period during which he would have held the post of Deputy Tahsildar but for his appointment as Assistant Agricultural Income Tax Officer shall count his service as Assistant Agricultural Income Tax Officer towards probation in the category of Deputy Tahsildar for such periods.

(h) An officer in the approved list of Deputy Tahsildar shall count the service rendered by him in the Tamil Nadu Slum Clearance Board as Superintendent or Deputy Tahsildar as the case may be towards probation in the cadre of Deputy Tahsildar to the extent to which he would have held the post of Deputy Tahsildar in regular line but for his deputation to the Tamil Nadu Slum Clearance Board.

**(Came in to effect with effect from 20.02.1978)
G.O.Ms.No. 1843, Revenue, dated 03.08.1978)**

9. Unit of appointment, discharge, re-appointment seniority, appointment of full members and promotions for purpose of appointment to the service, discharge for want of vacancy, re-appointment, seniority and appointment as full member and promotion, the Revenue District shall be the unit.

10. POSTINGS AND TRANSFERS:

Postings and transfers of Tahsildars and Deputy Tahsildars from one district to another shall be made by the Board of Revenue.

“Provided that a member of the services transferred from one District to another district on his own request, shall forego all claims in the district from which he is transferred and shall take his rank last in the existing list of Tahsildar or Deputy Tahsildar, as the case may be in the district to which he is transferred on the basis of the date of joining and shall not be eligible for travelling allowance for his journey”.

**(G.O.Ms.No. 922, Revenue, dated 26.04.1977)
B.P.Rt.52559(D) dated 10.12.1976)**

10-A. Notwithstanding anything contained in these rules, the Government may at any time suo-moto or on representation from any aggrieved person for review of the Government order on the basis of the discovery of new points or for any other sufficient reason which offer the exercise of due diligence were not within his knowledge, when the Government made the order, review any order passed by them as pass such further orders as they may be deem fit and necessary in the circumstances of the case (with effect from 02.11.1966)

(G.O.Ms.No. 3376, Revenue dated 12.09.1974)

ANNEXURE –I

(Date on which the proposals are due in the Office of the Special Commissioner and Commissioner of Revenue Administration)

Name of the District	Date on which the proposals are due
Madras District, Triunelveli, South Arcot and North Arcot	15 th August
Thanjavur, Ramanathapuram, Madurai and Chengalpattu	15 th September
Coimbatore, The Nilgiris, Pudukkottai and Kanniyakumari	15 th October
Tiruchirappalli, Salem, Periyar and Dharmapuri	15 th November
Proposal in respect of Madras City Officers.	1 st April

(G.O.Ms.No. 2074, Revenue, dated 04.09.1980)

This order come into force on 17.09.1979)

ANNEXURE –II

(Date of by which the Special Commissioner and Commissioner of Revenue Administration should prepare the list)

Name of the District	Date on which the proposals are due
Madras District, Triunelveli, South Arcot and North Arcot	15 th September
Thanjavur, Ramanathapuram, Madurai and Chengalpattu	15 th October
Coimbatore, The Nilgiris, Pudukkottai and Kanniyakumari	15 th November
Tiruchirappalli, Salem, Periyar and Dharmapuri	15th December
Proposal in respect of Madras City Officers.	1st May

(G.O. Ms. No. 2569 , Revenue , dated.20.12.76)

(G.O. Ms. No. 2074 , Revenue , dated.04.09.80)

ANNEXURE – III

DEPUTY TAHSILDAR: (A) Before the inclusion of his name in the approved candidates, the candidates—

- (i) must have passed the following tests:-
- (1) The Revenue Tests, Parts I, II and III
 - (2) The Criminal Judicial Tests and
 - (3) The Account Test for Subordinate Officers
Part - I and II

Provided that out of the persons transferred from the former Travancore Cochine State those who have been actually acted as Deputy Tahsildars for a period of 3 years continuously prior to 01.11.1956 need not pass the Criminal Judicial Test and other including those who were promoted after 01.11.1956 must pass the examinations before 29.05.1960.

(ii) must have served either as Typist or as Steno-Typist or as Junior Assistant and above for a period of not less than eight years of which two years shall be on duty as an Assistant and another two years as Revenue Inspector as prescribed in Clause (iii) below.

(G.O.Ms.No. 6583, Revenue dated 30.10.1975)

(G.O.ms.No.252, Revenue dated 05.02.1977)

Provided that a Gramasevak, Grade-I , shall be allowed to count a period of not exceeding one year of his service towards the two years service in the post of an Upper Division Clerk referred to in this clause.

Provided that a candidate who has discharged the duties of an Upper Divisional Revenue Inspector, in the Agricultural Income Tax Department for any period shall be deemed to have discharged the duties of an Upper Division Clerk referred to in this clause for such period "

(G.O. Ms.No.;2420 , Revenue , dated.06.09.1983)

(B.P. Permt. 1481 (D) dated.28.12.1974)

Provided further that the services rendered as Assistant Grade Firka Revenue Inspector, Special Revenue Inspector and as Assistant Grade Revenue Inspector for Land Acquisition, for Agricultural Income Tax and for Land Ceiling shall be counted towards service as Assistant for the purpose of inclusion in the list of Deputy Tahsildar to the extent the candidate would have continued to act as Assistant in the regular line but for his appointment as Assistant Grade Firka Revenue Inspector, Special Revenue Inspector and Assistant Grade Revenue Inspector for Land Acquisition, for Agricultural Income Tax and for Land Ceiling , as the case may be.

Provided also with effect on and from the 25th day of May, 1978, service rendered as Assistant Grade Firka Revenue Inspector, Special Revenue Inspector, and as Assistant Grade Revenue Inspector for Land Acquisition, for Agricultural Income Tax and for Land Ceiling in excess of two years, shall count as service in the post of Assistant referred to in this clause, for a maximum period of one year on duty to the extent he would have acted as Assistant in the regular line but for his appointment as Assistant Grade Firka Revenue Inspector or as Special Revenue Inspector or as Assistant Grade Revenue Inspector for Land Acquisition for Agricultural Income-Tax and for Land Ceiling "

**(G. O. Ms.No. 1260 , Revenue , dated.25.03.1978)
(B.P. permt. 10 (D) dated.05.01.1973)**

Provided also that in the case of a candidate directly recruited to the Tamil Nadu Ministerial Service as on Upper Division Clerk, the total service shall be not less than five years.

(G.O. Ms. No.680, Revenue, dated.10.03.1966)

Provided also that an Assistant appointed by direct recruitment in the Office of the Board of Revenue shall be eligible for inclusion of his name in the approved list of Deputy Tahsildars for Madras City, on competitive basis, after completion of a total service of five years, if he has passed all the prescribed tests and undergone training as Firka Revenue Inspector for two years successfully and is otherwise qualified).

(G.O. Ms.No.1588, Revenue , dated. 07.05.1966) .

(iii) (a) Must have rendered satisfactory service for a period of not less than two years on duty as Revenue Inspector in charge of a Firka and must have passed the examination in the maintenance of revenue records and registration.

Provided that a candidate who has with reference to the instructions contained in G.O. Ms.No.2206, Revenue dated.07.11.1944 rendered satisfactory service for not less than one year on duty as Revenue Inspector in charge of a Firka prior to 01.04.1948 need not serve as Revenue Inspector again to complete two years referred to in clause (iii) above.

Provided that a candidate who has, after undergoing Survey training discharging the duties of Firka Supply Officer or a Special Revenue Inspector or both shall be entitled to count his service in each post for a period of not exceeding six months, towards duty as Revenue Inspector in charge of a Firka.

Provided, further that a candidate who has after undergoing Survey Training discharged the duties of a Settlement Inspector doing Field Work (including classification of soil and irrigation sources, and miscellaneous

enquiries under the Madras Estates Abolition and Conversion into Ryotwari Act 1948) of an Estate Revenue Inspector shall be entitled to count his service in such post towards duty as Revenue Inspector in charge of a Firka.

Provided further that a settlement Inspector employed on items of miscellaneous work like advance completion work, preliminary enquiries under section 11, 15 etc. of the Madras Estates (Abolition and Conversion into Ryotwari) Act 1948 and correlation of the old village land register etc., shall be entitled to count his service in such a post up to a maximum of one year towards duty as Revenue Inspector in charge of Firka.

Provided also that a Special Revenue Inspector in the Jenman Estate shall be entitled to count his service in such post towards duty as a Revenue Inspector in charge of a Firka.

(G.O. Ms. No.27, Revenue , dated.08.01.1980)

(b) If the candidate is a member of the Tamil Nadu Secretariat Service or a member of the Tamil Nadu Ministerial Service employed in the Offices referred to in sub-rule (d) of rule 2, as must, in addition to the qualification specified in item (a) above, have satisfactorily completed probation, if any in the post of Assistant".

(G.O. Ms. No.1035, Revenue , dated.29.04.1978)

(c) No member of the Madras Ministerial Service who does not possess the minimum general educational qualification prescribed or who is not deemed to possess such qualification with reference to Rule 12(a) of the General Rules, shall be eligible for appointment as a Deputy Tahsildar unless a specific order of exemption is passed in his case enabling him to hold the post of Deputy Tahsildar.

EXPLANATION (i) :-

**" A candidate shall be deemed to have passed the
Criminal Judicial Test, if he has obtained a degree in law "**

(G.O. Ms.No. 2862, Revenue, dated.27.12.1980)

EXPLANATION (ii) :-

A settlement Inspector who does purely office work is not entitled to count such service towards duty as a Revenue Inspector in charge of a Firka.

SPECIAL RULES FOR THE TAMILNADU CIVIL SERVICE

SECTION - 5 THE TAMILNADU CIVIL SERVICE
(G.O.Ms.No. 2805, Revenue Department, Dated 20-12-1979)

1. CONSTITUTION

The Service shall consist of the following categories of officers, namely :

1. Category 1	District Revenue Officers
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2. Category 2	Deputy Collectors
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(G.O.Ms.No.2026 Public (Spl.A) dated 06-11-1978)

Explanation

“ Deputy Collectors” shall mean and include Deputy Collectors, Special Deputy Collectors, Revenue Divisional Officers, Assistant Secretaries of Board of Revenue, where such posts are filled by Members of the Tamilnadu Civil Service, Personal Assistant to the Collectors, Additional Personal Assistant to Collectors, District Backward Classes Welfare Officer, Assistant Commissioners of Agricultural Income Tax, Personal Assistant to the Director of Survey and Settlement, Madras, District Supply Officer, Assistant Secretary to Commissioner of Civil Supplies, Madras and Personal Assistant to the Commissioner of Agricultural Income Tax.

(G.O.Ms.No. 790 Revenue dated 06-04-1979)

(G.O.Ms.No. 2805 Revenue dated 20-12-1979)

(G.O.Ms.No. 1020 Revenue dated 15-06-1982)

2(a) APPOINTMENTS

(i) Appointment to Category – 1 (District Revenue Officers) shall be made by promotion from a panel of Officers in Category – 2 (Deputy Collectors) approved by the State Government.

(ii) The panel referred to in clause (1) shall be drawn up and the names therein shall be arranged in the order of preference by the Chief Secretary to Government in consultation with the Board of Revenue.

(iii) The panel shall be prepared or revised, ordinarily on the 1st of April every year and shall be submitted for the approval of the State Government.

The panel so prepared shall be in force for a period of 1 year and shall lapse at the expiry of 1 year.

(IV) The posts of District Revenue Officers shall be selection posts and promotion to the posts shall be made on grounds of merit and ability, seniority being considered only where merit and ability are approximately equal.

“ Provided that no member in Category - 2 shall be considered for inclusion in the panel of officers fit for promotion as District Revenue Officer unless he is an approved probationer in Category - 2 as on the first day of April of the year for which the panel is prepared and whose inter-se-seniority in Category – 2 is fixed by applying rule 35 (aa) of the General Rules for the Tamilnadu State and Subordinate Services :

Provided further that no member in Category - 2 shall be considered for inclusion in the panel of officers fit for promotion as District Revenue Officers unless he shall have a minimum of one year of service before superannuation as on the first day of April of the year for which the panel is prepared.”

(b)

Appointment as Deputy Collectors shall be made by recruitment by transfer from the Tamilnadu Revenue Subordinate Service and from among the Superintendents of the Office of the Board of Revenue. The Director of Survey and Settlements, Madras, the Director of Harijan Welfare, Madras, the Commissioner of Civil Supplies, Madras, the Director of Land Reforms, Madras the Section Officers of the Secretariat or by Direct Recruitment, Appointments shall be made in the following cyclical order :

- (i) Direct Recruitment
- (ii) Recruitment by transfer
- (iii) Recruitment by transfer

Explanation

This cyclical order shall not apply to the appointment made through special direct recruitment for Scheduled Caste / Scheduled Tribe.

(c)

The qualifications for special direct recruitment whenever such recruitment is made with reference to proviso (i) to rule 2-A, shall be the same as prescribed for appointment for direct recruitment to category 2 (Deputy Collector)

2 - A

The Rule of Reservation of appointments (General Rule 22) shall apply separately to direct recruitment and to recruitment by transfer for Category - 2

(i) Provided that when the vacancies by transfer for category 2 (Deputy Collector) from among Scheduled Caste / Scheduled Tribe candidates for a year are not filled up for want of suitable candidates belonging to those communities, such vacancies shall be filled up by resorting to a special direct recruitment, limited to Scheduled Caste / Scheduled Tribe candidates for that year :

(ii) Provided further that when such special direct recruitment is resorted to, to make good the deficiency in the reserved vacancies of Scheduled Caste / Scheduled Tribe candidates to be recruited among transferees, they shall be placed below the transferee Deputy Collectors of that year.

Explanation I

The carry -forward rule and the cycle of Rotation specified in Schedule III indicated in rule 22 (c) of the General Rules shall not apply to the candidates selected through the Special Direct recruitment for Scheduled Caste / Scheduled Tribe. Only after the required number of candidates are selected by the special direct recruitment exclusively for Scheduled caste / Scheduled Tribe, the cyclical order specified in Schedule III of rule 22 of the General rules shall commence for the candidates recruited through the normal methods of direct recruitment and recruitment by transfer. At no point of time, the total vacancies reserved for Scheduled Caste / Scheduled Tribe shall exceed 18% of the total vacancies estimated for the recruitment in a particular year.

Explanation II

For purpose of confirmation in substantive posts persons recruited through the Special direct recruitment shall wait for their turn along with other transferee Deputy Collectors according to their seniority.

Explanation III

If a contingency of ousting a Deputy Collector appointed by the Special direct recruitment for want of vacancy arises, supernumerary post shall be created to avoid ousting.

2 - B

List of approved candidates for appointment by recruitment by transfer :

The list of approved candidates for appointment by recruitment by transfer shall be prepared annually and the crucial date on which a candidate should be qualified shall be 31st December of the preceding year.

2 - C

The Board of Revenue (Land Revenue) shall prepare a combined seniority list of persons eligible for appointment as Deputy Collectors by recruitment by transfer. The inter-se-seniority of Tahsildars in various districts, Section Officers of the Secretariat and Superintendents of City Officers specified in rule 2 (b) shall be fixed in the combined seniority list so prepared by the Board of Revenue (Land Revenue) with reference to the date on which they continued to act without any break for a period of three months as Tahsildar, after commencement of their regular service as Tahsildars :

Provided that where a senior in a district unit commences to act as Tahsildar on regular basis, later than his juniors, then for the purpose of preparing the combined seniority list, the date on which a junior commenced to act as Tahsildar first among his juniors shall be the date of commencement of acting of such senior.

Provided further that the Collector or the appointing authority shall certify that such senior could not commence to act as Tahsildar earlier due to administrative reasons.

3. QUALIFICATIONS:

(a) A candidate for appointment of Deputy Collector in the manner specified in column (1) of the Annexure to these rules shall possess the qualifications prescribed in the corresponding entry in column (2) thereof.

(b) No member of the Tamilnadu Revenue Subordinate service shall be eligible for recruitment by transfer to category-2 unless his name has been included in a list of persons approved by the State Government, in consultation with the Tamilnadu Public Service Commission as suitable for such transfer. Persons in such list shall be arranged by the State Government in the order of preference under each of the following groups and appointments to the service shall be made in such order :

- (i) Open Competition.**
- (ii) Scheduled castes and Scheduled Tribes and**
- (iii) Backward classes.**

Provided that the order of preference laid down in the rule will not apply to the special recruitment made for Scheduled Caste / Scheduled Tribe candidate under rule 2 A.

4. PROBATION

(a) Every person appointed to category - 2 in the service shall, from the date on which he joins duty, be on probation for a total period of two years, on duty within a continuous period of three years.

(aa) The services rendered by Deputy Collectors in the following institutions shall count towards probation as it would have counted in the regular line :

1. Tamilnadu Civil Supplies Corporation
2. Tamilnadu Warehousing Corporation
3. Tamilnadu Tourism Development Corporation
4. Tamilnadu Transport Development Finance Corpn.
5. Tamilnadu Small Industries Development Corpn.
6. Tamilnadu State Industries Promotion Corporation
7. Tamilnadu Industrial Investment Corporation
8. Tamilnadu Textile Finance Corporation
9. Tamilnadu Sugar Corporation
10. Tamilnadu Handicrafts Development Corporation
11. Tamilnadu Poultry Development Corporation
12. Tamilnadu Agro Industries Corporation
13. Tamilnadu Salt Corporation
14. Tamilnadu Small Industries Corporation
15. Tamilnadu Slum Clearance Board
16. Tamilnadu Housing Board
17. The Madras Metropolitan Water Supply and Sewerage Board.
18. Tamilnadu Wakf Board
19. Tamilnadu Bhoodan Board
20. Tamilnadu Khadi and Village Industries Board.
21. The Repatriate Co-operative Finance and Development Bank.
22. Tamilnadu Co-operative Milk Producers Federation Ltd.,
23. Tamilnadu Adi-draavidar Housing and Development Corporation Ltd.,
24. Tamilnadu Text Book Society
25. Tamilnadu Electricity Board and
26. The Madras Metropolitan Development Authority.

(b) The Board of Revenue shall be competent to declare the satisfactory completion of probation of Deputy Collectors, irrespective of their servicing under any other Head of a Department for the time being and to extend the period of their probation in cases of failure to pass the Departmental Tests.

5. TESTS

(a) Probationer recruited otherwise than by transfer from the Tamilnadu Revenue Subordinate Services shall within his probation, pass the examining in Division 'B', 'C' and 'D' prescribed for junior civilians by the Lower and Higher Standard.

His probation shall be extended by one year if he fails to pass the tests within the period of his probation.

Provided that --

A candidate shall be deemed to have passed

- (i) The examinations in Division B - criminal procedure Code and in Division D- Law of evidence, in lower standard if he has obtained the degree of Bachelor of laws or a degree equivalent thereto ; and
- (2) The examination in Division D - Law of evidence in Lower Standard, if he has obtained the degree of Bachelor of General Laws.

(b) TRAINING :

Such probationer shall also undergo within his probation such training as may be prescribed by the Government or the Board of Revenue. The period of training shall count for the purpose of probation.

(c) During the period of training the probationer shall begin to draw pay at the minimum of the time scale of pay applicable to the post. The period of training shall count for increments in the time scale of pay. The probationer shall be given the first increment in the time scale of pay on completion of one year service provided he has completed the district training and passed the Lower Standard Examination.

(d) A Deputy Collector directly recruited shall pass the examination in Division 'B' prescribed for Junior Civilians by the Higher Standard for drawl of his second increment.

ORDER OF DISCHARGE FOR WANT OF VACANCIES:

(a) Probationer and approved probationer shall be discharged from the service for want of vacancies in the following order instead of in the order prescribed in the General Rules (General Rule 8 (a) .

Firstly Probationers recruited by transfer in order of juniority.

Secondly Probationers recruited direct in order of juniority.

Thirdly Probationers recruited direct in order of juniority and

Fourthly approved probationers recruited direct in order of juniority.

Provided that the order of discharge laid down in this Sub-Rule may be departed from in cases where such order would involve excessive expenditure on traveling allowance or exceptional administrative inconvenience.

(b) Order of re-appointment :

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

The Deputy Collectors, other than a Deputy Collector posted to work as Revenue Divisional Officer, shall not ordinarily be transferred from a post unless they complete at least two years in a particular post. However, Government may transfer them at any time for administrative reasons.

ANNEXURE**(REFERRED TO RULE 3 (a))**

1) Direct recruitment including the special direct recruitment for SC / ST	<p>i) Must have completed 21 years of age and must not have complete 30 years of age on the <u>first day of June of the year</u> in which the selection for appointment is made. Provided that in respect of the candidates belonging to Scheduled Castes Scheduled Tribes and Backward Classes, the maximum age limit shall be 35 years.</p> <p>ii) Must have obtained the Degree B.A. or B.Sc., provided that other things being equal preference shall be given to candidates who have in addition obtained the B.L. or B.G.L. Degree.</p>
	<p>iii) Must satisfy a Medical Board in Tamil Nadu as to his physique fitness and capacity for active outdoor work.</p>
2. Recruitment by Transfer	<p>i) Must not have completed 57 years of age on the first day of July of the year in which the report to the Commission about his fitness for inclusion in the list becomes due.</p>
<p>ii) Must have passed the following tests.</p> <ol style="list-style-type: none"> 1) The Revenue Test Part I, II and III. 2) The Criminal Judicial Test excluding the paper on Medical jurisprudence or any other test recognised as its equivalent. 	

iii)(a) Must have acted as Tahsildar satisfactorily for a period of not less than one year.

(b) Must have been on deputation for a total period of two years in the Tamil Nadu Revenue Subordinate Services of which one year shall have been as Deputy Tahsildar during which period.

i) he should have exercised the powers of Magistrate of the Second Class for a period of not less than six months to the satisfaction of the Chief Judicial Magistrate or

ii) Must have exercised the powers of a Magistrate of the third class for a period of not less than six months, before the coming into force of the code of Criminal procedure 1973 (Central Act 2 of 1974) and the powers of a Magistrate of the second class for another period of six months, to the satisfaction of the District Magistrate (Judicial) or

iii) Must have exercised the powers of a Magistrate of the Third Class for three months before the coming into force of the code of Criminal Procedure 1973 (Central Act 2 of 1974) and the power of a Magistrate of the second class for another three months continuously under the revised system of Magisterial training or

iv) Must have exercised the powers of a Special Judicial Magistrate under Section 13 of the Code of Criminal Procedure 1973 (Central Act 2 of 1974) for a continuous period of six months to the satisfaction of the Chief Judicial Magistrate of the District and one year as Tahsildar in charge of a Taluk.

SCHEDULE

SI.NO.	POST
1.	Assistant Settlement Officers.
2.	District Harijan Welfare Officers
3.	Assistant Commissioner of Urban Land Tax.
4.	Personal Assistant (Urban Land Tax) to the Collector of Madras.
5.	State Representative – cum – Additional Personal Assistant to the Commissioner of Agricultural Income Tax, Madras.
6.	Special Deputy Collector (Land Acquisition)
7.	Personal Assistant (Burma Repatriates) to the Collector of Madras.
8.	Special Deputy Collector (Rehabilitation)
9.	Authorised Officers (Land Reforms)
10	Gazetted Lecturers, Civil Service Training Institute, Bhavanisagar when filled up by Deputy Collectors in Tamil Nadu Civil Services (Executive Branch)
11.	Special Officer (Inspection)
12.	Assistant Director of Rehabilitation.
13.	Personal Assistant (Land Acquisition) to the Collector.
14.	Assistant Commissioner of Civil Supplies
15	Special Deputy Collectors (Revenue Courts)
16	State Administration Report Officer
17	Administrative Officer, Government Rehabilitation Home.
18	Special Deputy Collector (Land) Office of the Director of Industries and Commerce
19	Special Deputy Collector (Transit Camp) Gummidipoondi.
20	Special Deputy Collector (Public Trust), Tiruvarur.
21	Special Deputy Collector (Eye-camp) Madras.
22	Special Deputy Collector for Revision of Electoral Rolls, Corporation of Madras.
23.	Special Deputy Collector (Burma Repatriates)
24	Additional Personal Assistant to the Director of Settlement, Madras 5

25	Special Deputy Collector (Localisation) Parambikulam Aliyar Project, Pollachi.
26.	Special Deputy Collector (State Housing Board Scheme), Collector's Office, Madras.
27	Deputy Director of Stationery and Printing, Madras. When filled up by Deputy Collector in the Tamil Nadu Civil Service (Executive Branch).
28	Special Deputy Collector (Tenancy Records).
29.	Special Deputy Collector (Land Acquisition) in the Directorate of Medical Service and Family welfare, Madras.
30.	Special Officer, Chief Minister's petitions Wing, Madras.
31.	Special Deputy Collector (Urban Land Ceiling), Tirunelveli.
32.	Personal Assistant to the Director of Urban Land Ceiling and tax, Madras.
33.	Special Deputy Collector, Betterment levy, Thanjavur.
34.	Deputy Director of Raffles, Madras.
35.	Additional Assistant Secretary, Board of Revenue (Land Revenue).
36.	Assistant Secretary, Board of revenue (Land Reforms).
37.	Secretary, Agricultural Minimum wages Committee.
38.	Assistant Commissioners (Agricultural Income Tax).
39.	Special Deputy Collectors (Transit camp), Kottappattu.
40	Special Deputy Collector (Kallar Reclamation), Madurai
41	City Distribution Officer, Coimbatore
42.	The Agricultural Income Tax Officers, Connor, Cuddalore, Uthamapalayam, Valparai at Pollachi, Nagarcoil
43.	The Special Assistant to Collector