

R.No.116977/E4/92.S1

Office of the Director of Public  
Health and Preventive Medicine,  
Madras.600 006, dt. 14.8.92.

Sub: Official Committee - Recommendations of the  
Committee on improving promotional prospects -  
Ministerial categories - Revision of norms -  
orders issued.

Ref: G.O.Ms.No.595 Finance (Pay Cell) Department  
dt. 1.3.92.

Copy communicated for information.

N.Santhanam,  
for Director of Public Health and  
Preventive Medicine, Madras.6.

To  
The Joint Director, Institute of Vector Control & Zoonoses, Hosur.  
The Deputy Director, Institute of Public Health, Poonamallee,  
Madras.56.  
All Deputy Directors of Health Services  
All Assistant Entomologists, Zonal Entomological Teams  
The Health Educator, RCAP, Thanjavur.  
The Public Health Engineer, RCAP, Dindigul and Tirunelveli.  
The Senior Entomologist, Regional Organisation (Insect control),  
Coimbatore and Thanjavur.  
The Filaria Officers, NFCU, Vellore, Kumbakonam, Chergalpattu  
Chidambaram and Nagercoil and Survey Unit, Salem.  
The Government Analyst, Guindy.  
The Chief Water Analyst, Guindy and Coimbatore.  
The Public Analyst, Food Analysis Lab., Coimbatore, Madurai,  
Tirunelveli, Salem, Thanjavur and Palayamcottai.  
The Superintendent, Govt. Multipurpose Health Supervisors  
(Female) Training School, Madras.5.  
The Principal, Health and Family Welfare Training Centre,  
Egmore, Salem and Vellore.  
All Officers and all sections at Headquarters.

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*Majidappa*  
S.G. Superintendent

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Copy of:

Government of Tamil Nadu  
Abstract

OFFICIAL COMMITTEE - Recommendations of the Committee on improving promotional prospects of Ministerial Categories - Revision of norms - Orders - Issued.

FINANCE (PAY CELL) DEPARTMENT

G.O.Ms.No.595

Dated 1-8-1992

Angeerasu, Ladi 17,  
Thiruvalluvar Landu 2023.

Read:

1. G.O.Ms.No.451 Personnel and Administrative Reforms Department dated 31.10.1990.
2. G.O.Ms.No.293, Personnel and Administrative Reforms Department dated 12.8.1991.

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ORDER

While representing to the Official Committee about the need to give improved scales of pay following the recommendations of the Fifth Pay Commission associations of Ministerial Staff represented before the Official Committee constituted in the G.O. read above that the existing workload of Ministerial staff is very heavy and requested sanction of additional posts. It was also represented to the Committee that promotional prospects of Ministerial categories in various departments of Government are not uniform and it differs between one department to another and hence requested automatic movement from one post to another. The associations had also requested opening of avenues of promotion at higher levels exclusively for Ministerial staff.

2.The Committee after detailed examination of the above requests has held the view that while further improvement in pay scales following the recommendations of the Fifth Pay Commission are not feasible a package of measures to improve promotional opportunities can be drawn up. It has suggested that the ratio between dealing hands (Assistant and Junior Assistant put together) and supervisory posts (Superintendent) and between Junior Assistants and Assistants varies between department to department and hence recommended fixing of revised uniform norms involving upgradation of the posts of Assistant as Superintendent and also the posts of Junior Assistant as Assistant. The Committee has recommended that the process of upgrading the posts may be implemented in a phased manner spread over a period of three years. The Committee has also recommended creation of administrative posts at higher levels exclusively to be manned by Ministerial staff based on the total strength of the department.

3.The Government have carefully examined the above recommendations of the Official Committee and accepted the same. Accordingly, Government direct that in every department the following norms be followed for the department as a whole:-

- i. the ratio of dealing hands (Assistants and Junior Assistants put together) and Superintendents be fixed uniformly at 5 : 1 (i.e.) for every 5 Assistants including Junior Assistants there should be one Superintendent; and

p.t.o.

- ii. the ratio between Junior Assistant and Assistant be fixed uniformly at 1 : 2 (i.e.) for every 2 Assistants there should be only one Junior Assistant.

4. Accordingly, Government direct that wherever the present ratio is worse than that prescribed above it shall be improved to the level ordered in para 3 above by upgrading required number of posts of Assistants as Superintendents and also upgrading required number of posts of Junior Assistants as Assistants.

5. While making promotions as outlined in para 4 above, it may so happen that in some locations/offices the only post of Assistant has to be upgraded as Superintendent applying the norms to the department as a whole. In such cases a desk officer system may be adopted so that the existing work continues to be done without any disruption by the Superintendent on upgradation.

6. Government also direct that in each department based on its strength there should be an Officer at an appropriate level to deal with administrative matters. It has been decided that based on the strength there shall be at least one post as below to be filled up exclusively by promotion from ministerial service:

| Staff/Officers strength of the entire department (1) | Level of post to be created (2)          | Post in headquarters (3) |
|--|--|--------------------------|
| i. Below 100   | Officer/ Manager<br>(On Rs. 2000-3200)   | 1 post                   |
| ii. 100 and above but below 500                      | Assistant Director<br>(On Rs. 2200-4000) | 1 post                   |
| iii. 500 and above but below 2500                    | Deputy Director<br>(On Rs. 3000-4500)    | 1 post                   |
| iv. 2500 and above                                   | Joint Director<br>(On Rs. 3700-5000)     | 1 post                   |

The level of post is indicated above and this may be by upgradation of creation as per position in each office.

6. Government direct that Heads of Departments to send immediately necessary proposals to the administrative departments of Secretariat concerned for upgradation of required number of posts of Assistants as Superintendents and Junior Assistants as Assistants and also for creation/upgradation of administrative posts ordered in the preceding paragraphs. The upgradation of posts shall be implemented in a phased manner, 50% to be done in 1992-93 and 50% in 1993-94 to be completed before July 1993.

(BY ORDER OF THE GOVERNOR)

N. Narayanan,  
Secretary to Government.

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*M. S. G.*  
S.G. Superintendent