

SPECIAL RULES FOR THE TAMIL NADU LABOUR SERVICE INCLUDED AS SECTION 20-B IN VOLUME-II OF THE MADRAS SERVICE MANUAL

1. CONSTITUTION:

This service shall consist of the following categories of officers, namely:-

- | | | | |
|------|---|------|--|
| * | Category 1 | | Joint Commissioner of Labour |
| ** | Category 2 | | Deputy Commissioner of Labour and Deputy Director, Tamil Nadu Institute of Labour Studies. |
| | Category 3 | | Assistant Commissioner of Labour (including Assistant Commissioner of Labour (Establishment and General)). |
| *** | Category 4 | | Labour Officers (including Inspectors of Plantations/Inspectors of Labour/ / Public Relations Officer/Administrative Officers/Inspectress of Labour) (****). |
| * | Amended in G.O.Ms.No.953, Labour and Employment , dated 25.10.1977. | | |
| ** | Amended in G.O.Ms.No.677, Labour and Employment dated 27.09.1977. | | |
| *** | Amended in G.O.Ms.No.2447, Labour and Employment, dated 20.11.1985. | | |
| | Amended in G.O.Ms.No.2126, Labour and Employment, dated 07.12.1989. | | |
| **** | Amended in G.O.Ms.No.308, Labour and Employment, dated: 09.12.2004. | | |

2. APPOINTMENT AND QUALIFICATIONS FOR APPOINTMENTS:

Appointment to the category specified in column (1) of the table below shall be made by the method specified in the corresponding Col.(2) and the qualifications for appointment to the categories shall be as specified in the corresponding entries in column (3) thereof:

TABLE

Category	Method	Qualification
Joint Commissioner of Labour	Promotion from among the holders of the post of Deputy Commissioner of Labour	<p>(i) Must possess the minimum general educational qualification.</p> <p>(ii) Must have passed the Departmental Tests of Labour and Factories Part-A and Part-B.</p> <p>(iii) * Must have served a period of one year altogether either in the post of Deputy Commissioner of Labour (Minimum Wages) or Special Deputy Commissioner of Labour in Headquarters or any equivalent post on deputation or on foreign service.</p>

Amended in G.O. (Ms)
No: 214, Labour and
Employment
Department, Chennai,
dated: 06.09.2013.

Provision omitted.

- (i) Must possess the minimum general educational qualification.
- (ii) Must have passed Labour and Factories Departmental Tests - Parts "A" and "B".

* G.O. Ms. No.
101, Labour and
Employment Department,
Dated. 24.07.2001.
Deputy Commissioner of
Labour and Deputy
Director, Tamil Nadu
Institute of Labour
Studies, Chennai.

Promotion from among the
holders of the post of
Assistant Commissioner of
Labour

Assistant Commissioner of Labour (including Assistant Commissioner of Labour (Establishment and General).)	Promotion from among the holders of the post of Labour Officer or Inspector of Plantations or Inspectors of Labour or Administrative Officers or Public Relations Officer in Headquarters or Inspectress of Labour(**).	<ul style="list-style-type: none"> (i) Must possess the minimum general educational qualification. (ii) Must have passed the Departmental tests of Labour and Factories - Parts "A" and "B". (iii) Must be an approved probationer. (iv) * Must have experience in the posts as noted below excluding the period spent on leave in the respective posts:- <ul style="list-style-type: none"> (1) in the post of Labour Officer or Administrative Officer or Public Relations Officer for a period of not less than 12 calendar months; (2) in the post of Inspector of Plantations for a period of not less than 12 calendar months; and (3) in the post of Inspector of Labour or Inspectress of Labour(**) for a period of not less than 12 calendar months.
--	--	--

Provided that for a period of two years from the date of issue of this Amendment, a person who has not served either as Labour Officer or Administrative Officer or Public Relations Officer for a period of not less than 12 calendar months in the post of Inspector of Plantations for not less than 12 calendar months, and in the post of Inspector of Labour or Inspectress of Labour (**), for not less than 12 calendar months, shall also be eligible for promotion to the post of Assistant Commissioner of Labour, if he is otherwise eligible for promotion to the said post.

* G.O. Ms. No. 101, Labour and Employment Department, Dated. 24.07.2001.

** G.O.Ms.No.308, Labour and Employment Department, dated:09.12.2004.

Labour Officers Direct recruitment

* G.O.Ms.No.77, Labour and Employment Department, dated 21.4.1993.

** Amended in G.O. Ms.No.368, Labour and Employment Department, dated 4.5.1978.

Amended in G.O. Ms.No.524, Labour and Employment Department, dated 18.3.1980.

Amended in G.O. Ms.No.2447, Labour Department, dated. 20.11.1985.

G.O. Ms. No. 912, Labour Department, dated.19.5.1986.

* Must possess the degree of M.L.M.awarded by the TILS, Chennai, or

* (i) Must possess a degree of an University.

** (ii) Must possess a degree or a Diploma in Social Work or Social Science or Labour Relations or Social Welfare of any University.

or a Diploma in Labour Laws awarded by the Indian Law Institute, New Delhi.

or a Diploma in Labour Laws and Administrative laws of any University or a degree in law of any University or a Post Graduate Diploma in Labour Administration awarded by the Tamil Nadu Institute of Labour Studies or a Post Graduate Diploma in (Personnel Management, Industrial Relations and Labour Welfare) awarded by the Madras Productivity Council or a Post-Graduate Diploma in Personnel Management and Industrial Relations awarded by the Madurai Institute of Social Work, Madurai or M.A.Degree in Work Education awarded by the University of Madras; and

- (iii) Must not have completed or will complete 30 years of age on the first day of July of the year in which the Selection for appointment is made.

Other things being equal, provided that preference will be given to the freedom fighters and members of their families.

1. The expression “freedom fighters” shall mean persons who took part in any of the National Movements inaugurated by National Congress or under its sanction for attainment of independence of India and as a consequence have undergone imprisonment.
2. The expression “Family” shall mean the father, mother, son, daughter, grandson or unmarried grand daughter of a freedom fighter.

Labour Officer

(Including Inspector of Plantations, Inspectors of Labour, Public Relations Officer, Administrative Officer and Inspectress of Labour).

(Amended in G.O. Ms.No.940, Labour and Employment Department, dated 6.8.1990).

Recruitment by transfer from among the holder of the post of Deputy Inspectors of Labour in the Tamil Nadu Labour Subordinate Service.

“Must have passed the following Tests.”

- i. The Account Test for Executive Officers or Account Test for Subordinate officers, Part.I.
- ii. The Labour and Factories Departmental Tests Part.A&B. and
- iii. The District Office Manual Test.

AMENDMENT

EXPLANATION-I. Notwithstanding anything contained in General Rule 6 of the Tamil Nadu State and Subordinate Service, out of every three vacancies in the category of Labour Officers the first vacancy shall be filled by direct recruitment and the next two vacancies shall be filled up recruitment by transfer from the category of Deputy Inspectors of Labour.

(G.O.Ms.No.1281, Labour and Employment dated 21.10.78, date of effect 17.2.1977).

(b) Notwithstanding anything contained in Special Rules 2 above, Section Officers who has worked for not less than three years in the Departments of Secretariat except Finance, Law, Legislative Assembly and Legislative Council Departments and who has passed the Account Test for Executive Officers of Account Test for Subordinate officers Part.I and the Labour and Factories Department Test-Parts-‘A’ and ‘B’, shall be eligible to be sent on deputation for training as Labour Officers for a period not exceeding two years from the date of such deputation subject to the condition that the number of Section Officers of such deputation shall not exceed two at any time (excluding those already appointed to the category of Labour Officers prior to the amendment to this rule) and they shall be reverted back to the Secretariat on the completion of such training.

(Amended in G.O.Ms.No.740, Labour and Employment Department, dated 6.8.1976).

EXPLANATION -II.

(a) No person shall be eligible for recruitment by transfer to the post of Labour Officer, unless his name has been included in the list of persons approved by the State Government in Consultation with the Tamil Nadu Public Service Commission as suitable for such transfer. Persons in such lists shall be arranged by the State Government in consultation with the Commission in the order of preference and appointment to the service by recruitment by transfer shall be made in such order.

(b) The promotion to the posts of Joint Commissioner of Labour, Deputy Commissioner of Labour, Deputy Director, Tamil Nadu Institute of Labour Studies, Madras and Assistant Commissioner of Labour including Assistant Commissioner of Labour (Establishment and General) shall be made on grounds of merit and ability seniority being considered only where merit and ability are approximately equal.

(Amended in G.O.Ms.No.677, Labour and Employment, dated 27.9.1977 and G.O.Ms.No.953, Labour and Employment, dated 25.10.1977).

(c) For the purpose of drawing up of the annual list of approved candidates for appointment to the posts in this Service, the crucial date on which the candidates should be qualified shall be 1st January of every year.

(Amended in G.O. (Ms) No.164, Labour and Employment Department, dated 2.11.2009)

3. RESERVATION OF APPOINTMENT:

The Rule of reservation of appointment (General Rule 22) shall apply to the appointment to the post of Labour Officer by direct recruitment.

4(a) PROBATION:

Every person appointed by direct recruitment or recruitment by transfer to the post of Labour Officer 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.

4(b). The Commissioner of Labour shall be the competent authority to consider and decide whether or not a probationer in this category is suitable for full membership of the category and to declare such probationer who have satisfactorily completed his probation or to extend his probation to enable him to pass the prescribed departmental tests.

5. TESTS:

Every person appointed to the post of Labour Officer by direct recruitment shall within the period of his probation, pass the following tests:

- i. The Account Test for Executive Officers
 - ii. The Labour and Factories Departmental Test
Part 'A' and 'B' – and
 - iii. The District Office Manual Test. *
- (* G.O.Ms.No.439, Labour Department, dated 1.3.1985).

Provided that persons who have passed the Account Test for Subordinate Officers, Part-I need not pass the Account Test for Executive Officers.

6. TRAINING:

- a) A Person recruited directly to the post of Labour Officer or a person appointed as Labour officer by recruitment by transfer from the category of Deputy Inspector of Labour shall on appointment within the period of probation, undergo such course of the training for such period as the Government may specify.
 - i. Five weeks with a Labour Officer including visit in Tamil Nadu Institute of Labour Studies.
 - ii. Two weeks with an Inspector of Labour.
 - iii. One week with a Deputy Commissioner of Labour.
 - iv. One week with an Inspector of Factories.
 - v. Two weeks with the officers in the Office of the Commissioner of Labour, Madras (Chief Inspector of Factories, Deputy Commissioner of Labour (Inspections), Deputy Commissioner of Labour (Minimum Wages) Assistant Commissioner of Labour and Administrative Officer (General) Office of the Commissioner of Labour.

- vi. The remaining period to make up the total period of 3 months with an Inspector of Plantations.
- vii. During the period of training, he shall draw pay and allowances at such rates as the Government may fix. The probationer shall begin to draw pay at the minimum of the time scale of pay of the post only after completion of the prescribed training and passing of all the prescribed tests. The period of training and also the period till he begins to draw the minimum of the time scale of pay of the post will not count for increment in the said time scale of pay of the post.
(Amended in G.O.Ms.No.369, Labour and Employment, dated 4.5.1978, date of effect 17.7.1973).

1-A. In addition the person directly recruited to the post of Labour Officer on or after 1st July, 1976 shall undergo Foundational Course 'A' for a period of eight weeks at the Civil Service Training Institute, Bhavanisagar, or any other course that may be specified by the Government and pass the test conducted at the end of the training within the period of his probation.

Passing of the above test shall be a pre-condition for declaration of probation. The period of foundational course shall be treated as on duty and it shall count for probation and increment in the post of Labour Officer.
(G.O.Ms.No.1548, Labour and Employment, dated.11.7.1980)

- 2(i). A person recruited by transfer from the category of Deputy Inspector of Labour and Managers, in the Office of the Commissioner of Labour, Madras shall on appointment as Labour Officer, Undergo training for three weeks with a Labour Officer and one week with an Inspector of Plantations, as may be prescribed by the Commissioner of Labour in accordance with the programme approved by the State Government from time to time.
- (ii). Similarly, a person, appointed by transfer/deputation from the category of "Section Officer" of the Secretariat in the Labour and Employment Department, shall undergo training as for a direct recruit for three months in all branches of the administration of the Labour Department as in Rule 6(1) of the said rules.

2-A. Persons recruited as Labour Officer by transfer on or after 1st July, 1976 who have not completed 53 years of age on the date of commencement of the said course, shall undergo foundational course 'A' for a period of eight weeks at the Civil Service Training Institute, Bhavanisagar or any other centre that may be specified by the Government and pass the test conducted at the end of the training, within the period of probation.

The passing of the above test will be a pre-conditions for the declaration of probation. The period of Foundational Course shall be treated as on duty and it shall be counted for probation and increment in the post of Labour Officer.

(G.O.Ms.No.1548, Labour and Employment dated 11.7.1980)

Provided that in the case of these Section Officers of Labour and Employment Department of Secretariat who had worked as Assistant Inspector of Labour previously, the period of training shall be only for four weeks as prescribed to those in Clause (i).

The period of training in respect of these covered by clauses (i) and (ii) shall be treated as duty and will count for probation and increment in the post of Labour Officer.

(G.O.Ms.No.496, dated 2.6.1975, Labour and Employment Department).

(b) In the case of Section Officers of the Secretariat who are deputed for training as Labour Officer, the period of training shall be as specified by the Government.

(c) During the period of training referred to in sub-rule (a) the directly recruited Labour Officer shall draw pay at the minimum in the time scale of pay applicable to the post.

(d) The period of training referred to in sub-rule (a) shall count for probation and increment in the post of Labour Officer.

(e) The money spent to a directly recruited persons during the training period shall be recovered, in case he does not serve this Government for a period of not less than five years.

(Amended in G.O.Ms.No.2447, dated: 20.11.1985, Labour Department).

7. POSTINGS AND TRANSFERS:

Posting and Transfers of Assistant Commissioner of Labour (Including Assistant Commissioner of Labour (Establishment and General) and Labour Officers shall be made by the Commissioner of Labour, Madras.

(Amended in G.O.Ms.No.1435, Labour and Employment, dated: 29.12.1972).