

2) In view of the large number of vacancies, I request you to take earnest steps immediately to fill up these vacancies (less than three years) and ensure that the instructions / guidelines / Government Order / rules etc. referred

above relating to recruitment of Village Assistants are scrupulously followed without any deviation and complete the process of recruitment with the following schedule.

| S.No | Details | Date (Tentative) |
|------|---|---|
| 1 | Date of Notification at Taluk level in Newspaper and simultaneously addressing the Employment Exchange. | 10.10.2022 Monday |
| 2 | Last Date for Receipt of Applications | 07.11.2022 Monday |
| 3 | Date of Scrutiny of Applications to be Completed. | 14.11.2022 Monday |
| 4 | Date of Reading and Writing Skill Test | 30.11.2022 Wednesday |
| 5 | Date of Interview | 15.12.2022 & 16.12.2022 (Thursday & Friday) |
| 6 | Publishing the list of Eligible Persons to be appointed and issue of appointment order. | 19.12.2022 Monday |

3) The Government in their GO.(Ms).No.574 Revenue and Disaster Management Department Services wing [Service 8(1) section], dated.17.10.2020 is stated as follows:

“the Tahsildar concerned shall obtain the approval at each and every stage of the selection process of Village Assistants from the District Collector concerned. (From the notification stage upto final appointment stage) The District Collector concerned shall ensure that the entire process of selection is not made on favoritism and nepotism to any of the applicants in the competition with any influence. The entire process of selection of Village Assistant shall be made transparent and the results should be published in the websites of the District Collectorates concerned”.

4) Further, it is also suggested to appoint a Monitoring Officer in the cadre of Deputy Collector for each taluk to supervise the writing skill test by prescribing a common passage with words not exceeding 100 words preferably about the profile of the village or details of classification of lands or village accounts or as desired by the Collector. Reading skill may be tested by asking the candidates to read a passage taken out randomly by the examiner from any quality books.

5) Most significantly, rule-4 of Special Rules for Tamil Nadu Village Assistant Service, 1995 which envisages rule of reservation as reiterated in the reference under fifth cited needs to be carefully followed.

6) Therefore, the District Collectors should ensure that the entire process of selection of Village Assistants at Taluk level by the Tahsildar is properly done and it is also instructed that a detailed circular covering all the aspects related to rules, orders and guidelines on recruitment and appointment of Village

Assistants, including the suggested schedule above may be issued by the District Collectors to all the Taluk Tahsildars.

I also request you to acknowledge the receipt of this letter.

Yours faithfully,
Sd/-S.K.Prabakar,
Additional Chief Secretary /
Commissioner of Revenue Administration.

//Forwarded by Order//


Superintendent.


29/09/22