

8.15 Public Services – Employment assistance to the families of the deceased Government servants – procedure for recruitment – Maintains of dependent Register – Fresh consolidated instruction – Issued.

Labour and Employment Department

G.O. (Ms.) No. 314

Dated : 13.11.1991

Read :

1. G.O. (Ms.) No. 560, L.&E dated 3.8.77.
2. G.O. (Ms.) No. 1179, P. & A.R, dated 17.10.79.

Order :

According to para 8, of the Government order first read above, a dependant of a deceased Government Servant can be appointed in any dependant, if the qualifications of the applicant do not permit his / her appointment to a post in the same departments, in which his parents or husband or wife served or if he / she possesses better qualifications for appointment in the outside department, provided the Head of the other Department also gives his concurrence. In the G.O. second read above, the Government have directed that in case the dependant of deceased Government servant could not be provided employment in the office where the deceased Government servant worked, in the circumstances some stated in para 8 of G.O.Ms.No. 560, Labour and Employment dated 3.8.77, the names of such dependants of deceased government servants, fully qualified and eligible for employment assistance under G.O.Ms.No. 560, L.&E. dated 3.8.77, should be furnished to the collector of the Districts concerned, who will maintain such a list and sponsor them whenever a suitable vacancy arises

2. The Government have now decided to issue separate order for maintaining a list of dependents of deceased in the collecrate for sponsoring for appointment with utmost priority to the vacancies reported by the Department, since the retrenched list as per G.O.Ms.No. 1179, P.&A.R. dated 17.10.79 is not in force.

3. Accordingly, the following fresh consolidated instruction are issued to all Heads of Departments and Collectors :-

- (1) normally the dependant of a deceased Government servant should apply for appointment on compassionate grounds only to this office, where the Government servant was in service at the time of his death.
- (2) The Head of the office should then verify the facts in the petition like the date of death, the indigent circumstances of the family, the eligibility of the applicant for employment on compassionate grounds with reference to his educational qualification etc.
- (3) After verification, the Head of the office should, within month from the date of receipt of application from the dependant, submit the application along with his report to the Head of the Department indicating also whether any vacancy exists in his office for providing employment to the application.

(4) After considering the request, if any vacancy exists either the office in which the deceased Government Servant was working at the time of his death or in his office, the Head of the Department should issue orders of appointment immediate and in any case within 15 days from the date of receipt of report from the Head of the office, provided the applicants satisfies all conditions relation to age, educational qualifications etc. If any relaxation is necessary, he should necessary proposals within 15 days to the Government in administrative Department for orders.

(5) If no vacancy exists either in his office or in the office which the deceased Government servant was working, then he should ascertain from the various Heads of offices under his control whether any vacancy exists in any one of these officer to provide employment to the dependant with reference to high educational qualifications etc. This exercise should be completed within a period of 60 days. Vacancies that may come in the near future, that is to say for the next 12 months should also be taken into consideration for the purpose. If a vacancy is likely to arise in the near future, the applicant may be informed of the fact and advised to wait till then and as soon as a vacancy arises, he should be given employment.

(6) In case the Head of the Department finds that there is no vacancy in any of his offices or in the near future or where the dependent of the deceased Government Servant possesses qualifications which do not permit his or her appointments the any post in that Department also where the dependant possesses better qualification for appointment in other Departments, then, the Head of the Department should send the name and all relevant particulars to the collector of the District in which the deceased Government servant last worked.

(7) The Collector of each District should maintain a special register for this purpose and enter therein the name and other details of such dependants. This Register will be maintained separately.

(8) Whenever a Vacancy in the category of office Assistant / Record Clerk / Junior Assistant / Typist etc. arises in any Department including the Head of Department, referred to in instruction (b) above, the Head of the Department should first address the collector of the District in which the vacancy has arisen and find out whether any department of a deceased Government servant is available for consideration for appointment to that post.

(9) On receipt of such enquiry form a Head of Department, the Collector shall send the name or names and details of dependent from the special Register, depending upon the number of dependants and as per the seniority, for consideration for appointment in that Department.

(10) Before notifying any such vacancy to the Tamil Nadu Public service Commission or Employment Exchange, each Head of the Department should first address the Collectors and only their obtaining from them a certificate of non-availability of candidate in the special Register maintained by them with reference to instruction (7) above, the Tamil Nadu Public service commission / Employment Exchange should be addressed.