



TAMIL NADU PUBLIC SERVICE COMMISSION

Advertisement No.651
Notification No.05/2023

DATED: 03.02.2023

Applications are invited from eligible candidates only through online mode upto **04.03.2023** for direct recruitment to the posts included in the **Combined Engineering Subordinate Services Examination**.

WARNING

- *All recruitments by the Tamil Nadu Public Service Commission are purely merit based.*
- *The Tamil Nadu Public Service Commission hereby cautions the applicants against touts and agents who may cheat, by making false promises of securing jobs through unfair means.*
- *The Tamil Nadu Public Service Commission shall not be responsible or liable for any loss that may be caused to any applicant on account of indulging in any sort of dealings with such unscrupulous elements.*
- *Applicants are solely responsible for their claims in the online application. They cannot blame service providers like internet cafes/browsing centres/Common Service centres for the mistakes made while applying online for recruitment. Applicants are advised to check the filled in online application along with required documents (see Annexure V) before finally submitting the same.*
- **The applicants shall mandatorily upload the certificates / documents (in support of all the claims made / details furnished in the online application) at the time of submission of online application itself. It shall be ensured by the applicants that the online application shall not be submitted without uploading the required certificates.**
- **Applicants are directed to read all the information / instructions / guidelines given in this notification and the Commission's "Instructions to applicants" before applying for this recruitment. Clarification if any required, may be obtained over phone and email well ahead of the last date for submission of online application. Candidates should follow the instructions given in the online application also.**

1. ONE TIME REGISTRATION:

It is mandatory for applicants to register their basic particulars through one-time online registration system on payment of Rs.150/- (Rupees One Hundred and Fifty only) towards registration fee and then they should apply online for this recruitment. [The one-time registration will be valid for five years from the date of registration. Thereafter, the registration should be renewed by paying the prescribed fee] **One Time Registration will not be considered as an application for any post. For further details refer para 2 of the "Commission's Instructions to Applicants".**

2. DETAILS OF VACANCIES:

Sl.No.	Name of the Post	Name of the Service	No. of vacancies	Scale of Pay
1.	Overseer / Junior Draughting Officer in Rural Development and Panchayat Raj Department (Post Code No.3244)	Tamil Nadu Panchayat Development Engineering Subordinate Service (Code No.115)	794 [779* + 15 Backlog Vacancies for SC/ST category)	Rs.35400-130400/- Level 11 (Revised Scale)
2.	Junior Draughting Officer in Highways Department (Post Code No.3115)	Tamil Nadu Highways Engineering Subordinate Service (Code No.012)	236 [234*+2 c/f MBC/DC(W)(ASD/SLD/MI/MD)-1 SC(A)(G)(BL&LV)-1]	
3.	Junior Draughting Officer in Public Works Department (Post Code No. 3120)	Tamil Nadu Engineering Subordinate Service (Code No.012)	18 [16+2 c/f BC(OBCM)(G)(ASD/SLD/MI/MD)-1 BC(OBCM)(W)(ASD/SLD/MI/MD)-1]	
4.	Draughtsman, Grade - III in Town and Country Planning Department (Post Code No.2114)	Tamil Nadu Town and Country Planning Subordinate Service (Code No.066)	10	
The following post included as per Tamil Nadu Public Service Commission (Additional Functions) Act, 2022 (Act No. 14 of 2022)				
5.	Foreman, Grade-II in Tamil Nadu Small Industries Corporation Limited (Post Code No.3254)	Tamil Nadu Small Industries Corporation Technical Subordinate Service (Code No.120)	25	Rs.19500-71900/- Level 8 (EPF Contribution)
Total			1083	

***Vacancies shown for the above said posts are after deducting 3% of vacancies for the reservation for meritorious sports persons as per G.O.(Ms) No.06, Youth Welfare and Sports Development (S1) Department, Dated 20.02.2019.**

Note:

Unless and otherwise specified, the number of vacancies notified is approximate and is liable to modification as indicated in para 11-A of 'Instructions to Applicants'.

3. DISTRIBUTION OF VACANCIES:

The rule of reservation of appointments is applicable for this recruitment and the District Wise Distribution of vacancies will be announced later.

4. IMPORTANT DATES AND TIME

Date of Notification	03.02.2023
Last date for submission of online application	04.03.2023
Application Correction Window Period	From 09.03.2023-12.01 A.M to 11.03.2023-11.59 P.M
Date of Written Examination	
Paper-I (Subject paper)	27.05.2023 09.30 A.M. to 12.30 P.M.
Paper - II Part-A - Tamil Eligibility Test Part-B - General Studies	27.05.2023 02.00 P.M. to 05.00 P.M.

Note:

Refer [Annexure-VII](#) of this Notification regarding tentative timeline for the recruitment process.

5. QUALIFICATIONS:

(A) AGE LIMIT (as on 01.07.2023):

Sl. No	Name of the Post	Maximum Age	
		Others' [i.e., Applicants not belonging to SCs, SC(A)s, STs, MBCs/DCs, BCs and BCMs] (Should not have completed)	SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs and Destitute Widows of all castes (Should not have completed)
1.	Overseer / Junior Draughting Officer in Rural Development and Panchayat Raj Department	37 years	No maximum Age Limit
2.	Junior Draughting Officer in Highways Department	32 years	SCs/SC(A)s/STs -35years MBCs/DCs / BCs/BCMs-34years
3.	Junior Draughting Officer in Public Works Department	32 years	37 years
4.	Draughtsman, Grade - III in Town and Country Planning Department	32 years	37 years
5.	Foreman, Grade-II in Tamil Nadu Small Industries Corporation Limited	32 years	No maximum Age Limit

Note: *In G.O (Ms).No.91, Human Resources Management (S) Department, dated 13.09.2021, the Maximum Age Limit prescribed for appointment by direct recruitment is enhanced by 2 year.

Explanation: No maximum age limit shall mean that the applicants should not have completed 60 years of age either on the date of notification or at the time of selection /appointment to the post.

Note

“Others” [i.e., Applicants not belonging to SCs, SC(A)s, STs, MBCs/DCs, BC(OBCM)s, BCMs] who have put in five years and more of service in the State/Central Government are not eligible even if they are within the age limit. (For further details refer to [para 3\(F\) of “Instructions to Applicants”, Section 3\(r\) of Tamil Nadu Government Servants \(Conditions of Service\) Act, 2016](#))

AGE CONCESSION:

(i) For Persons with Benchmark Disability (Others):

Persons with Benchmark Disability are eligible for age concession upto 10 years over and above the maximum age limit prescribed.

(Section 64 of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016)

(ii) For Ex-servicemen

a) The maximum age limit for Ex-servicemen is 50 years for ‘Others’ and 55 years for candidates belonging to SCs, SC(A)s, STs, MBCs/DCs, BC(OBCM)s, BCMs categories above mentioned except no maximum age limit.

(Section 63 of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016 and as per G.O.(Ms)No.91, Human Resources Management (S) Department, dated 13.09.2021)

b) The above mentioned age concession **will not apply** to the Ex-servicemen applicants who have already been recruited to any class or service or category.

(Section 3(j) of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016)

For the post of Junior Draughting Officer in Public Works Department.

A candidate demobilised from any of the Defence Services, namely the Army, the Navy or the Air Forces-30 years after deducting the period spent in such service.

(B) EDUCATIONAL QUALIFICATION (as on 03.02.2023)

Applicants should possess the following or its equivalent qualification awarded by any University or Institution on the date of this notification as mentioned below:

Sl.No.	Name of the Post	Educational Qualification
1.	Overseer / Junior Draughting Officer in Rural Development and Panchayat Raj Department	Must possess a Diploma in Civil Engineering: Provided that preference shall be given to the persons possessing a Bachelor's degree in Civil Engineering from any University or Institution recognized by the University Grants Commission.
2.	Junior Draughting Officer in Highways Department	A Diploma in Civil Engineering or its equivalent from any University or Institution awarded by the State Board of Technical Education and Training of the concerned State Government; Provided that while making appointment by direct recruitment to the post of Junior Draughting Officer, preference shall be given if other things being equal, to those who have undergone one year of apprenticeship training under the Government of India Scheme or the State Government Apprenticeship Scheme."
3.	Junior Draughting Officer in Public Works Department	Diploma in Civil Engineering awarded by the State Board of Technical Education and Training, Tamil Nadu or its equivalent qualification recognized by the Director General of Employment and Training, Government of India or by the All India Council for Technical Education; (OR) Diploma in Architectural Assistantship awarded by the State Board of Technical Education and Training, Tamil Nadu or its equivalent qualification recognized by the Director General of Employment and Training, Government of India or by the All India Council for Technical Education
4.	Draughtsman, Grade - III in Town and Country Planning Department	(i) Must possess Post Diploma in Town and Country Planning awarded by the Government of Tamil Nadu. Experience: Nil. (OR) [(ii) Must possess Diploma in Civil Engineering awarded by the State Board of Technical Education and Training or (iii) Must possess Diploma in Architectural Assistantship awarded by the State Board of Technical Education and Training Or (iv) Any other Qualification Equivalent to the qualifications mentioned in (ii) or (iii) above] Experience: Experience in the field of Civil Engineering for not less than 3 Years
5.	Foreman, Grade-II in Tamil Nadu Small Industries Corporation	A Diploma in Mechanical Engineering / B.E., Mechanical Engineering preferred.

Note:

- (i) The educational qualifications prescribed for this post should have been obtained by passing the required qualification in the following order of studies viz. 10th + Diploma Course (10+3) or 10th + HSC + Diploma Course (10+2+2) or 10th + HSC + Bachelor's Degree Course (10+2+4) as required under Section 25 of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016. The results of examination should have been declared on or before the date of Notification. [Section 20 (4)(iv) of the Tamil Nadu Government Servants (Conditions of Service) Act 2016]

- (ii) Experience should have been gained after passing be prescribed Educational qualification in Annexure-II
- (iii) The qualifications considered equivalent are indicated in [Annexure-I](#) to this notification.
- (iv) Applicants claiming equivalence of qualification to the prescribed qualification should upload and submit evidence for equivalence of qualification, in the form of Government Order issued on or before the date of this notification and submit it along with online application, failing which, their application **will be summarily rejected** after due process. The Government Orders regarding equivalence of qualification issued after the date of this notification will not be accepted. (For further details regarding equivalence of qualification refer note under para. 9 of the "Instructions to Applicants").

(C) KNOWLEDGE IN TAMIL:-

Applicants should possess adequate knowledge in Tamil. [For further details refer para 14-I of 'Instructions to Applicants']

(D) CERTIFICATE OF PHYSICAL FITNESS: -

Applicants selected for appointment to the said post will be required to produce a certificate of physical fitness in the form prescribed below. The model format is enclosed with Annexure-IV of the notification. The said Certificate should be submitted by the selected candidate to the Appointing Authority at the time of joining to the said post.

Standard of Vision	Form of Certificate of Physical Fitness
Standard III or Better Colour Blindness and Night Blindness will be a disqualification.	Form prescribed for other than Executive and Ministerial posts.

Applicants with defective vision should produce eye fitness certificate from a qualified eye specialist working in Government.

6. (A) FEES:

a)	<p>Registration Fee For One Time Registration (Revised with effect from 01.03.2017 vide G.O. (Ms) No.32, Personnel and Administrative Reforms Department, dated 01.03.2017)</p> <p>Note: Applicants who have already registered in One Time Online Registration System and within the validity period of 5 years are exempted.</p>	Rs.150/-
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b)	<p>Examination Fee</p> <p>Note</p> <p>The Examination fee should be paid at the time of submitting the online application for this recruitment if they are not eligible for the concession noted below.</p>	Rs.100/-
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Note:

- (i) Linking Aadhaar number with One Time Registration (OTR) is mandatory for applicants. [\[For further details refer para 2B of 'Instructions to Applicants'\]](#)
- (ii) One Time Registration is valid for five years from the date of registration. After completion of five years, the applicant must renew the One Time Registration by paying the fee prescribed. The One Time Registration is different from the application for the examination. An applicant should make an online application separately for each and every examination for which he intends to appear. [\[Refer para 2C of 'Instructions to Applicants'\]](#)

(B) EXAMINATION FEE CONCESSIONS:

	Category	Concession
(i)	Scheduled Castes/ Scheduled Caste (Arunthathiyars)	Full Exemption
(ii)	Scheduled Tribes	Full Exemption
(iii)	Most Backward Classes / Denotified Communities	Three Free Chances
(iv)	Backward Classes (other than Muslim) / Backward Classes (Muslim)	Three Free Chances
(v)	Ex-Servicemen	Two Free Chances
(vi)	Persons with Benchmark Disability	Full Exemption
(vii)	Destitute Widow	Full Exemption

Note:

- (i) The total number of free chances availed, will be calculated on the basis of claims made in previous applications.
- (ii) The number of free chances availed by the applicant will be verified by the Commission at any stage of the selection process.
- (iii) In case an applicant who makes a false claim for exemption from payment of application fee by suppressing information regarding his previous application(s) his candidature shall be rejected after due process.
- (iv) Applicants are directed to carefully choose the options 'Yes' or 'No' regarding availing the fee concession.
- (v) Applicants are advised in their own interest, to keep an account of the number of times fee concession availed, irrespective of the information displayed in the <Application History> of the applicant dashboard.
- (vi) An application (irrespective of the post applied for) claiming fee concession will operate to exclude one chance from the number of free chances allowed.

- (vii) Applicants who have availed the maximum number of free chances permitted / applicants who do not wish to avail of the fee concession / applicants who are not eligible for fee concession, shall choose the option 'No' against the query regarding fee concession. Such applicants shall thereafter pay the requisite fee through the prescribed mode of payment.
- (viii) Failure to pay the prescribed fee in time along with the online application, will result in the rejection of application after due process. (For further details regarding examination fee concessions refer to Para 6 of 'Instructions to Applicants')

7. MODE OF PAYMENT OF EXAMINATION FEE:

- Written Examination fee of Rs.100/- (Rupees One hundred only), is payable by online mode through Net Banking / Credit card / Debit card on or before the last date of submission of online application by choosing the option in the online application. (For further details regarding the Examination fee, refer para. 2-T of "Instructions to Applicants").
- Applicants have to pay the service charges also as applicable.
- Applicants can avail exemption from paying examination fee as per eligibility criteria.
- **Offline mode of payment in the form of demand draft / postal order etc. will not be accepted and the applications of candidates with such modes of payment will be summarily rejected.**
- **The Commission is not responsible for online payment failure or delayed reconciliation of fee by the Banks.** (For further details regarding the Examination fee, refer para. 2-U(i) of "Instructions to Applicants").

8. CONCESSIONS:

- (i) Concessions in the matter of age and/or examination fees allowed to SCs, SC(A)s, STs, MBCs/DCs, BCs(OBCM), BCMs, Destitute Widows, Persons with Benchmark Disability and Ex-Servicemen are given in para. 3D, 5 and 6 of the 'Instructions to Applicants'.
- (ii) Persons claiming concessions referred to above have to produce evidence for such claims when called for, otherwise their application will be **rejected after due process.**

Note:

In all cases, an **Ex-Serviceman once recruited** to a post in any class or service or category, **cannot claim the concession** of being called an Ex-Serviceman for his further recruitment. [Section 3(j) of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016]

9. SCHEME OF EXAMINATION (OBJECTIVE TYPE)(OMR METHOD):

Subject	Duration	Maximum marks	Minimum Qualifying Marks for Selection	
			SCs, SC(A)s, STs, MBCs/DCs BC(OBCM)s & BCMs	Others
Paper - I (Objective Type) (Subject Paper) (200 questions) (Diploma Standard) Any one of the following subjects 1. Civil Engineering (Code No.299) 2. Architectural Assistantship (Code No.323) 3. Town & Country Planning (Post Diploma Standard) (Code No.325) 4. Mechanical Engineering (Code No.255)	3 Hours	300	} 135	180
Paper - II (200 Questions) Part-A Tamil Eligibility Test (SSLC Std.) (100 questions/150 marks)	3 Hours	Note: <ul style="list-style-type: none"> • Minimum qualifying marks - 60 marks (40% of 150) • Marks secured in Part-A of Paper-II will not be taken into account for ranking. 		
Part-B (General Studies) (100 questions) (150 marks) (Code No:003) General studies (Diploma Standard) - 75 questions and Aptitude and mental ability test (SSLC standard) - 25 questions		150		
Total		450		

Paper-I:

Sl. No. 1 Eligible for the posts of Overseer / Junior Draughting Officer in Rural Development and Panchayat Raj Department, Junior Draughting Officer in Highways Department, Junior Draughting Officer in Public Works Department and Draughtsman, Grade - III in Town and Country Planning Department

Sl. No. 2 Only eligible for the posts of Junior Draughting Officer in Public Works Department and Draughtsman, Grade - III in Town and Country Planning Department

Sl. No. 3 Only eligible for the post of Draughtsman, Grade - III in Town and Country Planning Department

Sl. No. 4 Only eligible for the post of Foreman, Grade - II in Tamil Nadu Small Industries Corporation

Note:

- a) Answer sheets of Paper-I and Part B of Paper II of the candidates will be evaluated, only if the candidates secure minimum qualifying marks in Part-A of Paper-II.
- b) Only Marks secured in Paper-I and Part-B of Paper-II will be considered for ranking / selection.
- c) **The question in Subject Paper – I in Civil Engineering (Code 299) and the questions in Part-B of Paper-II (General Studies) will be set both in English and Tamil language. For all other subjects in Paper-I (Code No. 255, 323 and 325) will be set in English Only.**
- d) The candidate should appear for all the papers in the written examination for his / her answers to be evaluated and in case the candidate absents himself / herself for any of the papers, the papers attended will not be evaluated.
- e) If answers of a candidate for one paper is declared deemed not fit for valuation, the answers of the candidate for the remaining papers will not be evaluated.
- f) As per the orders issued in G.O.(Ms) No.49, Human Resources Management (M) Department, dated 23.05.2022, the differently abled candidates can avail exemption from writing Part-A in Paper-II (Objective Type) (Tamil Eligibility Test). Such candidates have to furnish the required details in the online application without fail. Subsequent claim will receive no attention. The candidates need to upload Disability Certificate as prescribed in G.O. (Ms) No. 08, Welfare of Differently Abled Persons (DAP-3.2) Department dated 21.09.2021. Model format enclosed with Annexure –VI of this notification.

Instructions to the candidates who are claiming exemption for Tamil Eligibility Test:

- i. As per the orders issued in G.O. (Ms.) No.49, Human Resource Management (M) Department, dated 23.05.2022, read along with G.O. Ms.No.8, Welfare of Differently Abled Persons (DAP 3.2) Department, dated 21.09.2021, the differently-abled candidates who are even below the 40% of disability can also avail the exemptions from writing Tamil Eligibility Test i.e., Part-A in Paper-II of examination if they have claimed such exemptions in their online application.
- ii. The candidates who have been exempted to write Tamil Eligibility Test shall be allowed to write only **General Studies Paper** i.e. Part-B in Paper-II.
- iii. Part-A of Paper-II Tamil Eligibility Test shall contain 100 questions from 1 to 100. Part-B of Paper-II the General Studies paper contains 100 questions from 101 to 200 and time duration to write each part of the said examination shall be given 1 Hour and 30 minutes.
- iv. All the exempted candidates with disability who have physical limitation with regard to writing, including that of speed and not availing the services of a scribe shall also be allowed compensatory time of a minimum of thirty minutes for an examination of one and a half hours (1 Hour and 30 minutes.) duration in the General Studies paper as per G.O.Ms.No.8, Welfare of Differently Abled Persons (DAP 3.2) Department, dated 21.09.2021.
- v. The said exempted candidates must also enter into the examination hall in the A.N. session half an hour before the commencement of examination (i.e. till 1.30 P.M).

- vi. In the case of OMR method of examination, they shall be allowed to write the examination from 2.00 P.M. to 4.00 P.M., and in the case of CBT method, they shall be allowed to write the examination from 2.30 P.M. to 4.30 P.M. All the candidates are permitted to leave the examination hall only after the closure of examination even though they are exempted to write Tamil Eligibility Test.
- vii. The disability certificate as prescribed in the Appendix to G.O. (Ms.) No. 8, Welfare of Differently Abled Persons (DAP 3.2) Department, dated 21.09.2021, should be obtained from the competent authority (viz. Chief Medical Officer / Civil Surgeon / Medical Superintendent /Notified Medical Authority of a Government Health Care Institution) and it has to be produced / uploaded along with the online application failing which, the application of the candidate (who claims exemption from Tamil Eligibility Test) will be rejected after due process.
- viii. The exemption from Tamil Eligibility Test, Compensatory time and scribe will be provided only if the candidates have made such claims in their online application and uploaded the Medical Certificate as prescribed in Appendix to the G.O. (Ms.) No. 8, Welfare of Differently Abled Persons (DAP 3.2) Department, dated 21.09.2021.
- g) Refer to para.17 of "[Instructions to Applicants](#)" with regard to Instructions to be followed while appearing for written Examinations conducted by the Commission.
- h) The syllabus for the written examination is available in Annexure-III to this Notification.

10. SELECTION PROCEDURE:

Selection will be made in single stage, based on the marks obtained by the candidates in the written examination subject to the rule of reservation of appointments. A tentative list of eligible candidates for certificate verification will be announced in the Commission's website. After verification of the original certificates, the eligible candidates will be summoned for final selection through counselling method.

The applicant who has not appeared for any of the subjects in the examination will not be considered for selection, even if he / she secures the minimum qualifying marks for selection. (For further details refer para 18(C) of the "Instructions to applicants".

Note:

1. First, the selection will be made for the Backlog vacancies/ Carried forward. [Section 27 of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016]
2. Secondly, the selection will be made for regular vacancies following the rule of reservation of appointments.

11. CENTRES FOR EXAMINATION:

The Written Examination will be held at following centres only.

Sl. No.	Name of the Centre	Centre Code	Sl. No.	Name of the Centre	Centre Code
1.	Chennai	0101	9.	Ramanathapuram	1601
2.	Coimbatore	0201	10.	Salem	1701
3.	Chidambaram	0303	11.	Karaikudi	1805
4.	Kancheepuram	0701	12.	Thanjavur	1901
5.	Nagarcoil	0801	13.	Tiruchirapali	2501
6.	Madurai	1001	14.	Tirunelveli	2601
7.	Uthagamandalam	1301	15.	Vellore	2701
8.	Pudukkottai	1501			

Note:

1. Applicants should choose any two of the above centres for writing the examination. Applicants shall be allotted a venue in one of these two centres. However, applicants with benchmark disability (differently-abled applicants), shall be permitted to choose only one district centre. (for further details refer para 2-Q of Instructions to Applicants)
2. Request for change of examination centre will not be permitted (For further details refer para 17(A)(ii) of "Instructions to Applicants")
3. The Commission reserves the right to increase or decrease the number of examination centres and to re-allot the applicants accordingly.
4. Applicants should appear for the written examination / certificate verification at their own expenses.

12. (A) EMPLOYMENT DETAILS:

Candidates who are in the service of the Indian Union or a State in India or in the employment of Local Bodies or Universities or Quasi Government Organisations or Public Sector Units constituted under the authority of the Government of India or of a State in India, whether in regular service or in temporary service must inform the Commission of such fact, at the time of applying. **Suppression of the fact of employment by candidates shall result in rejection of candidature after due process.** Candidates should produce No Objection Certificate when called for. [For further details refer para. 14 (P) of "Instructions to Applicants"]

B) DECLARATION REGARDING CRIMINAL CASES (OR) DISCIPLINARY CASES:

- (i) Candidates who have declared pending criminal or disciplinary cases in their online application, must upload the copy of First Information Report (FIR) or memorandum of charges / show cause notice, as the case may be. Failure to upload such papers along with online application, shall result in rejection of candidature after due process.
- (ii) Candidates who have declared conviction in criminal cases or punishment in disciplinary cases, in their online application, must upload the relevant court orders and/or release orders or memorandum of proceedings, as the case may be, along with online application. Failure to upload such papers, shall result in rejection of candidature after due process.
- (iii) In case of any criminal case is filed / disciplinary action is taken against or conviction / punishment is imposed on a candidate after submission of the on-line application at any stage of the recruitment process before the completion of entire selection process such candidates should report this fact to the Commission in the next immediate stage. Failure to comply with these instructions shall result in rejection of candidature after due process and debarment for a period of one year. [Para. 14 (S) & 2W of "Instructions to Applicants"]
- (iv) Any violation of instruction therein will result in rejection of application and forfeiture of his/her candidature after due process.

13. GENERAL INFORMATION:

(A) The rule of reservation of appointments is applicable to this recruitment.

(B) Persons Studied in Tamil Medium

- (i) As per Section 2(d) of the Tamil Nadu Appointment on preferential basis in the services under the State of Persons Studied in Tamil Medium Act, 2010, as amended by Act 35 of 2020, **Person studied in Tamil medium means a person who has studied through Tamil medium of instruction upto the educational qualification prescribed for direct recruitment in the rules or regulations or orders applicable to any appointment in the services under the State.**
- (ii) Candidates claiming to be Persons studied in Tamil Medium (PSTM) must upload / produce evidence for the same in the form of SSLC, HSC, Transfer Certificate, Provisional Certificate, Convocation Certificate, Degree Certificate, PG Degree Certificate, Mark Sheets, Certificate from the Board or University or from the Institution, as the case may be, with a recording that he/she had studied **the entire duration of the respective course(s) through Tamil Medium of instruction at the time of submission of online application.**
- (iii) Candidates must upload documents as evidence of having studied in the Tamil Medium, all educational qualification upto the educational qualification prescribed at the time of submission of online application.

Example:

If the prescribed educational qualification is Diploma, then the candidate should have studied from the First Standard to SSLC and Diploma Course (or) First Standard to SSLC, Higher Secondary Course and Diploma Course, through Tamil medium of instruction.(For further details refer to para. 4-E of the "Instructions to Applicants")

- (iv) If no such document as evidence for 'PSTM' is available, a certificate from the Principal/Head Master / District Educational Officer / Chief Educational Officer / District Adi Dravidar Welfare Officer/ Controller of Examinations / Head / Director of Educational Institution / Director / Joint Director of Technical Education / Registrar of Universities, as the case may be, in the prescribed format must be uploaded at the time of submission of online application for each and every educational qualification up to the educational qualification prescribed.
- (v) Failure to upload such documents at the time of submission of online application as evidence for 'Persons Studied in Tamil Medium' for all educational qualification up to the educational qualification prescribed, shall result in the rejection of candidature after due process.
- (vi) **Documents uploaded at the time of submission of online application as proof of having studied in Tamil medium, for the partial duration of any course / private appearance at any examination, shall not be accepted and shall result in the rejection of candidature after due process.**
(For further details refer to para.14 (R) of 2 (W) of the "Instructions to Applicants")
- (C) The selection for appointment to the post is purely provisional subject to the final orders in the Writ Petitions, if any, pending on the files of the Hon'ble High Court of Madras and Madurai Bench of Madras High Court.

- (D) i. As per Section 26 (2) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016, reservation of appointment to "Destitute Widow" is **only applicable for the post of Foreman, Grade- II**, 10% of vacancies out of 30% of vacancies set apart for Women candidates in direct recruitment are reserved for Destitute Widows in respect of the posts for which the level of pay does not exceed Level-10 (Rs.20600-75900) in the pay matrix. If no qualified and suitable destitute widow is available, then, the turn so set apart for destitute widow shall go to the women (other than destitute widow) belonging to the respective category.
- ii. As per Section 27(c) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016, 5% of vacancies shall be set apart for Ex-Servicemen in the posts which are classified under Group-`C` (i.e.) between Level-2 (Rs.15900-58500) and Level-12 (Rs.35600-130800) in the pay matrix. If no qualified and suitable Ex-Servicemen belonging to a particular category is available for selection for appointment against reserved turn, such turn shall be filled up by a candidate other than Ex-Servicemen belonging to the particular communal category.

(E) **PERSONS WITH BENCHMARK DISABILITY:**

The rule of reservation for appointment of the Differently Abled persons (All categories) are applicable for this recruitment, 4% reservation will be followed for all the posts as per G.O.(Ms) No.51, Welfare of Differently Abled Persons (DAP.3.2) Department, dated 26.12.2017. Hence all the categories of Differently Abled persons may apply to this recruitment.

- (F) Persons with Benchmark Disability should submit / upload at the time of submission of online application, a copy of Disability Certificate in the format prescribed in the Rights of Persons with Disabilities Rules, 2017 [Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment, Government of India] and issued by the competent authority defined in G.O.(Ms) No.28, Welfare of Differently Abled Persons (DAP 3.1), dated 27.07.2018.

[For further details refer Para.14 (M) of "Instructions to Applicants"]

- (G) If no qualified and suitable women applicants are available for selection against the vacancies reserved for them, those vacancies will be filled by male applicants belonging to the respective communal categories. [Section 26(5) of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016].
- (H) Wherever vacancies are reserved for Arunthathiyars on preferential basis, even after filling the vacancies reserved for SC (Arunthathiyars) on preferential basis, if more number of qualified Arunthathiyars are available, they shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se-merit among them and if any posts reserved for Arunthathiyars remain unfilled for want of adequate number of qualified applicants, it shall be filled by Scheduled Castes other than Arunthathiyars. [Section 27 of the Tamil Nadu Government Servants (Conditions of Service) Act, 2016].

- (I) Evidence for all the claims made in the online application should be uploaded / submitted in time when documents are called for. Any subsequent claim made after submission of online application will not be entertained. Failure to upload/ submit the documents within the stipulated time limit will entail rejection of application after due process.
- (J) Suppression of following material information in the online application regarding (i) free chances availed (ii) Employment in the Service of the Indian Union or a State in India or in the employment of Local Bodies or University or Quasi Government Organization or Public Sector units constituted under the authority of the Government of India or of a State in India in regular service or temporary service (iii) Wilful suppression of criminal cases / disciplinary action pending / punishments if any, against the applicant (iv) violation of undertaking given by the applicant in the online application etc., may invite suitable penal action including debarment for a specific period as decided by the Commission for various recruitments/ selections conducted by the Commission, besides rejection of application after due process.
- (K) Correct and true information regarding arrest, convictions, criminal or any disciplinary proceedings initiated / pending or finalised, debarment / disqualification by any recruiting agency, if any, should also be furnished to the Commission at the time of application. The details thereof, i.e. originals of the judgement / order / G.O. dropping further action in the departmental proceedings or any document that may prove the suitability of such applicants for appointment in such cases must be produced at the stage / time of certificate verification without fail. All such events that occur after the submission of application and till the date of his / her selection and appointment shall be reported to the Commission forthwith. Failure to report on the part of the applicant will be considered as suppression of material information and will entail suitable penal action as decided by the Commission. [\[For further details refer para 12\(A\)\(2\)\(iii\) of the "Instructions to applicants"\]](#)
- (L) **Incomplete applications and applications containing wrong claims or incorrect particulars relating to category of reservation / eligibility / age /gender /communal category / educational qualification / medium of instruction / physical qualification / other basic qualifications and other basic eligibility criteria will be summarily rejected after due process.**
- (M) One Time Registration is not an application for any post / recruitment. Though the details/particulars have already been furnished by the applicants under One Time Registration system, the claims made in the online application for this recruitment alone will be taken into consideration. The Commission will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application for this recruitment.
- (N) **DETERMINATION OF COMMUNITY FOR TRANSGENDER:**
- (i) The Transgender candidates, who do not possess any community certificate may choose to be considered under Most Backward Classes as per G.O.(Ms.) No.28, Backward Classes, Most Backward Class and Minorities Welfare Department, dated 06.04.2015 or under 'Others'.
- (ii) The Transgender candidates who belong to Scheduled Caste/ Scheduled Caste (Arunthathiyar)/ Scheduled Tribe communities and possess community certificate as such, shall be considered as per their respective community.

(iii) The Transgender candidates who belong to the communities other than Scheduled Caste/ Scheduled Caste (Arunthathiyar) / Scheduled Tribe and possess community certificate as such are permitted to choose to be considered as belonging to their own community or as Most Backward Class whichever is advantageous to them, at the time of One Time Registration itself. Once the individual opts to be considered as a particular community, it shall be crystallized and this option shall not be changed in future. {Refer G.O.(Ms.) No.90, Social Welfare and Nutritious Meal Programme [SW8(2)] Department, dated 22.12.2017 and Para. 14 (F) (vi-xi) of "Instructions to Applicants"}

(O) **RESERVATION IN EMPLOYMENT FOR TRANSGENDER:**

- (i) The Transgender candidates who identify themselves as 'Female' shall be considered against both 30% reservation for women as well as 70% reservation for the General category (both Men & Women).
- (ii) The Transgender candidates, who identify themselves as 'Male' or 'Transgender', shall be considered against the 70 % reservation for General category (both Men & Women).
- (iii) The above concessions shall be granted subject to production of certificate identifying them as Transgender or Transgender (Male) or Transgender (Female), as the case may be, issued by the Tamil Nadu Transgender Welfare Board (TNTGWB)."

14. OTHER IMPORTANT INSTRUCTIONS:

- (a) **Applicants should ensure their eligibility for the examination.** Before applying for / appearing for the examination, the applicants should ensure their eligibility for such examination and that they fulfil all the conditions in regard to age, educational qualifications, number of chances for fee concession, etc., as prescribed by the Commission's notification. Their admission to all stages of the examination will be purely provisional, subject to their satisfying the eligibility conditions. Mere admission to the CBT examination / certificate verification / oral test / counselling or inclusion of name in the selection list will not confer on the candidates any right to appointment. The candidature is therefore, provisional at all stages and the Commission reserves the right to reject candidature at any stage, after due process even after selection has been made, if a wrong claim or violation of rules or instructions is confirmed. [Refer Para. 11 (B) (C) and (D) of "Instructions to Applicants"]
- (b) The memorandum of admission (hall ticket) for eligible applicants will be made available in the Commission's website www.tnpscexams.in/ www.tnpsc.gov.in for downloading by applicants. The memorandum of admission will not be sent by post. The applicants must comply with each and every instruction given in the memorandum of admission. [Refer in Note (g) under Para 2(V) of "Instructions to applicants"]
- (c) **ONLINE CORRESPONDENCE :** Applicants requiring clarification, can contact the office of the Tamil Nadu Public Service Commission in person or over the Toll-Free No. **1800 419 0958** on all working days between 10.00 A.M and 5.45 P.M. Queries relating to One Time Registration/ online application may be sent to helpdesk@tnpscexams.in. Other queries may be sent to grievance.tnpsc@tn.gov.in [Refer in Note (h),(i),(j) under Para 2(V) of "Instructions to applicants"]

- (d) **COMMUNICATION TO APPLICANTS:** Individual communication regarding the date and time of Certificate Verification and Counselling (as applicable) will not be sent to the applicants by post. The details will be made available on the Commission's website. **Applicants will be informed of the above fact only through SMS and e-mail and they should watch the Commission's website in this regard. Commission is not responsible for non-delivery of SMS/e-mail due to any reasons.**
- (e) **During the process of recruitment from Notification till completion of selection process, no information clarification on the selection particulars / details will be furnished to any petitions / representations including petitions received under Right to Information Act, CM Cell Petitions, GRC would be furnished.**
- (f) **MOBILE PHONES AND OTHER ARTICLES BANNED:**
- (i) Except the permitted writing material (Black ball point pen), applicants are not allowed to bring cellular phones, electronic or any other type of calculators, watches and rings with inbuilt memory notes, recording devices either as a separate piece or part of something used by the applicant such as watch or ring etc., or any other electronic devices and non-electronic devices such as P&G design data book, mathematical and drawing instruments, log tables, stencils of maps, slide rules books, notes, loose sheets, rough sheets, hand bags etc., into the examination hall / room.
- (ii) If they are found to be in possession of any such things or instruments, they will not be allowed to proceed with the examination further, besides invalidation of answer paper and / or debarment. If it is considered necessary, they will be subjected to thorough physical search including frisking on the spot.
- (iii) Applicants are advised, in their own interest, not to bring any of the banned items including mobile phones to the venue of the examination, as arrangements for safekeeping of the same cannot be assured. (For further details refer Para 17-E to "Instructions to Applicants").
- (g) Applicants applying for the examination should ensure that they fulfil all the eligibility conditions for admission to the examination. Their admission at all the stages of examination for which they are admitted by the Commission will be purely provisional, subject to their satisfying the prescribed eligibility conditions. **On verification at any time before or after the written examination / certificate verification, if found that they do not fulfil any of the eligibility conditions, their candidature for the recruitment will be summarily rejected after due process.**
- (h) If any of their claims is found to be incorrect, it will lead to rejection of their candidature after due process and suitable penal action including debarment.
- (i) **UNFAIR MEANS STRICTLY PROHIBITED:** No applicant shall copy from the papers of any other applicant or permit his / her papers to be copied or give or attempt to give or obtain or attempt to obtain irregular assistance of any description.
- (j) **CONDUCT IN THE EXAMINATION HALL:** No applicant should misbehave in any manner or create a disorderly scene in the examination hall or harass the staff employed by the Commission for the conduct of the examination. Any such misconduct will be viewed seriously and penalised.

- (k) For violation of "Instructions to Applicants" in any manner, suitable penalty will be imposed as per [Para 17-E to "Instructions to Applicants"](#) or as deemed fit by the Commission.
- (l) a) Tentative answer keys will be hosted in the Commission's website within six (6) working days from the date of conduct of objective type examination. Candidates can challenge the tentative answer keys of the objective type examination through the 'Answer Key Challenge' window available in the Commission's website [Results → Answer Keys].
- b) Representations, if any, challenging the tentative answer keys shall be submitted only through online mode **within seven days from the date of publication of tentative answer keys**. Representations received by post or e-mail will receive no attention.
- c) Detailed instructions, procedures to challenge the tentative answer keys have been made available in the Commission's website. Representations made online / offline after the closure of the window will also receive no attention.
The challenges submitted on time, through the online mode, shall be referred to a committee comprising of experts in each subject. The decision on the final answer key shall be made, based on the recommendations of the expert committee and paper evaluation shall commence thereafter.
- d) The Commission shall not publish the final answer key until the completion of the entire selection process.
- e) Requests from candidates for furnishing of their marks or answer paper copy before the completion of the entire selection process, will not be entertained by the Commission.
- f) After conclusion of the entire selection process, relevant particulars of all candidates who had applied for recruitment to the post shall be made available on the Commission's website. [[Refer Para 17\(D\) \(iv\) to \(xii\) of "Instructions to Applicants"](#)]

15. HOW TO APPLY:

- (1) Applicants should apply only through online mode in the Commission's websites www.tnpsc.gov.in or www.tnpscexams.in
- (2) "One Time Registration" using Aadhaar is mandatory before applying for any post. Applicant should register only once in the One Time Registration by paying Rs.150/- as registration fee. Successfully registered One Time Registration is valid for five years from the date of registration. All the applications should be submitted using the One Time Registration ID and password registered by the applicant.
- (3) To apply under One Time Registration System, applicants should have a scanned image of their photograph, certificates specified, if any, and signature in CD/DVD/Pen Drive to upload the same, as per the specifications given in the guidelines for scanning and uploading of photograph and signature. (Refer para 2 of the "Instructions to Applicants")
- (4) No applicant is permitted to create more than one registration ID under One Time Registration System.
- (5) Applicants should enter the Unique ID and Password to view the already available information and update them. They shall not share the ID / PASSWORD with any other Person or Agency.

- (6) **One Time Registration is not an application for any post.** It is just a collection of information from the applicants and provides a separate dashboard to each applicant to facilitate maintenance of their own profile. Applicants who wish to apply for this recruitment shall click "Apply" against the recruitment notified in the Commission's website using the same USER ID and PASSWORD given for ONE TIME REGISTRATION.
- (7) Applicants should select the name of the post for which the applicant wishes to apply.
- (8) Online applications uploaded without the photograph, Signature and the documents specified in Annexure-V will be rejected after due process.
- (9) **Online Application Correction Window:**
After the last date for submission of online application, the candidates are allowed to edit their online application during the Online Application Correction Window period as mentioned in Para 4 of the Notification (Important Date and Time). After the last date of Correction Window period, no modification is allowed in the online applications. The applications will be processed as per the details finally furnished by the candidates. It is the responsibility of the candidates and the Commission has no liability for subsequent rejection of application caused due to editing the details already submitted in online application. Request / representation addressed to the Commission for modification of claims in the online application, in any mode, will not be entertained. Hence, the applicants are instructed to fill the online application with utmost care and caution.
- (10) **PRINT OPTION:**
- a) After submitting the application, applicants can save / print their application in PDF format.
 - b) On entering user ID and password, applicants can download their application and print, if required.
 - c) Applicants need not send the printout of the online application or any other supporting documents to the Commission.
- [For further details refer para 2 of "Instructions to Applicants"]

16. UPLOAD OF DOCUMENTS:

I. In respect of recruitment to this post, the applicants shall mandatorily upload the certificates / documents (in support of all the claims made / details furnished in the online application) at the time of submission of online application itself. It shall be ensured that the online application shall not be submitted by the applicants without mandatorily uploading the required certificates.

The applicants shall have the option of verifying the uploaded certificates through their OTR. If any of the credentials have wrongly been uploaded or not uploaded or if any modifications are to be done in the uploading of documents, the applicants shall be permitted to upload / re-upload the documents till two days prior to the date of hosting of hall tickets for this post (i.e. twelve days prior to the date of examination).

Refer Annexure V for the list of documents to be uploaded by the Applicants. For further details refer para 2W of "Instructions to Applicants"

II. Intimation to the Candidates: Individual Communication regarding the Date and Time of Certificate Verification (CV) and Counselling will not be sent to the applicants by Post, the details will be made available in the Commission's website. However, the Commission provides an additional facility to the candidates by informing the above said date and time of Certificate Verification and Counselling etc., via SMS and e-mail through their registered Mobile Number and email ID. Candidates are directed to watch the Commission's website periodically for all updates and intimations. Commission is not responsible for failure / delay in delivery of SMS / email to the candidates due to any reason including technical issues. Any representation from the candidates for non-receipt of SMS or e-mail will receive no attention.

17. LAST DATE FOR SUBMISSION OF APPLICATION:

Online application can be edited / submitted upto **04.03.2023** till 11.59 p.m., after which the link will be disabled. Online application correction window period is from **09.03.2023** 12.01 A.M. to **11.03.2023** 11.59 P.M. The applicants are permitted to upload/ re-upload the documents upto **14.05.2023** till 11.59 P.M, after which the link will be disabled.

(For detailed information, applicants may refer to the ["Instructions to Applicants"](#) at the Commission's website www.tnpsc.gov.in).

DISCLAIMER

"The Government orders relating to Equivalence of qualification are available on the Tamil Nadu Public Service Commission's website. However, if the applicant possesses an equivalence of qualification other than one mentioned in the Commission's website and if Government orders to this effect have been issued on or before the date of this notification, applicants should furnish the details of the same while applying and should produce a copy of the Government orders, when called for by the Tamil Nadu Public Service Commission, failing which their application will be rejected after due process. The Government orders regarding equivalence of qualification issued after the date of this notification will not be considered for this recruitment".

Secretary

ANNEXURE-I

The following qualifications are declared as equivalent.

Sl.No.	Qualification	G.O. in which ordered
1.	The Diploma in Civil Engineering awarded by the College of Military Engineering, Pune, be recognized for the purpose of recruitment of Ex-Servicemen to posts in Public Services.	G.O.(Ms.) No.299, Personnel and Administrative Reforms (R) Department, dated 18.12.1998
2.	B.E.(Mechanical and Production Engineering) is equivalent to B.E. (Mechanical Engineering).	G.O.(Ms.)No. 102, Agriculture (AA3) Department, dated 11.05.2010.
3.	B.Tech (Machanical) (Part-Time) obtained from Vellore Institute of Technology, Vellore is equivalent to B.E (Mechanical) (Regular)	G.O.(Ms.)No.77, Higher Education (J2) Department, dated 03.03.2016.
4.	Government of India has recognized the following courses of Section A & B Examination as received, conducted by the Institution of Engineers (India), Kolkata as equivalent to Degree in the Appropriate branch of Engineering of the Recognized Universities in India. Mechanical Engineering	The Gazette of India, February 11, 2006 (MAGHA 22, 1927) Part-I-Section1
5.	B.E./ B.Tech in 'Production Engineering' degree offered by Anna University is equivalent to B.E./ B.Tech in 'Mechanical Engineering'.	G.O.(Ms.)No.270, Higher Education (J1) Department, dated 03.12.2019
6.	B.E./ B.Tech in 'Manufacturing Engineering' degree offered by Anna University is equivalent to B.E./ B.Tech in 'Mechanical Engineering' offered by Anna University.	
7.	B.E./ B.Tech in 'Mechanical (Sanwich-5) year Engineering' degree offered by Anna University is equivalent to B.E./ B.Tech in 'Mechanical Engineering' offered by Anna University.	

ANNEXURE – II
EXPERIENCE CERTIFICATE

For the post of Draughtsman, Grade-III

1.	Name and Address of the Institution/ Organisation	:	
2.	Whether the said Institution/ Organisation is a recognized one?	:	
3.	Registration Number of Institution/ Organisation if any	:	
4.	Name of the Employee and Date of Birth	:	
5.	Qualification possessed by the Employee on the Date of Joining Service in the above said Institution/ Organisation	:	
6.	Designation and period of Experience of the Employee	:	
7.	Nature of the Work/ Duty performed by the Employee (To be mentioned in brief)	:	
8.	Whether the Employee possesses experience as laid in para 5(B) of the Notification for the Post of (relevant post may mentioned)	:	Yes/ No
9.	Whether Attendance Register/ Attendance Rolls/ Pay Register and other records/ available for this Employee	:	Yes/ No
10.	Certificate from the Institution/ Organisation	:	The above said employee having experience in this Institution/ Organisation as stated above. The above particulars furnished by us are correct.

Office Seal:

Date:

Place:

Signature

Name and Designation of the
issuing Authority.

Note:

Institution/ Organisation which issues the certificate is cautioned that issuing of any certificate containing false details will lead to legal/ penal action on them.

ANNEXURE -III**PAPER – I****CIVIL ENGINEERING (DIPLOMA STANDARD)****Objective Type****SUBJECT CODE: 299****UNIT - I: ENGINEERING MECHANICS**

Direct Stresses and strains (Tensile and compressive) due to Axial forces – Deformation of elastic bar due to uni-axial force - Shear force and bending moment diagrams for statically determinate beams - Geometrical properties of sections - Stresses in beams due to bending – Stresses in shafts due to torsion – Pin jointed perfect frames with vertical loads on nodal points (method of joints only).

UNIT - II: MECHANICS OF STRUCTURE

Deflection of cantilever and simply supported beams – Shear force and bending moment diagrams for statically indeterminate structures (Propped cantilever, Fixed Beams, continuous beams, Non-sway Portal frames) using Mohr's theorems and moment distribution method. Euler's and Rankin's formula for columns – Stresses due to eccentric loads – combined stresses due to direct loads and bending moments in rectangular sections.

UNIT - III: CONSTRUCTION MATERIALS & CONSTRUCTION PRACTICE

Bricks, Tiles, Cement, Fine Aggregate, Coarse Aggregate, Timber, Ply wood, Steel, Glass, Plastics, PVC, UPVC, Paints, Mortars, Concrete – Different types, qualities, requirements, standard specifications, Admixtures for cement mortar and concrete. Different types of Foundations, Masonry, Floors, Roofs, Doors and Windows, Weathering Course, Damp proof course, Plastering, Painting, Colour Washing – Specifications for different works.

UNIT - IV: TRANSPORTATION ENGINEERING

Roads – Different types – methods of formation of water bound macadam, bituminous and concrete roads – Hill roads – Requirements – Camber, gradient, super elevation, carriage way, pavements, drainage system, sight distance etc., Traffic Engineering, Bridges – Classification of bridges – Site selection and alignment – Foundation, substructure and super-structure. Sub-grade soil – Soil mass as a three phase system – Grain size classification - Atterberg limits – IS Classification of soils–Compaction – Shear strength – Road Arboriculture – Express Highways – Rapid Transport System.

UNIT - V: HYDRAULICS

Measurement of pressure in liquids – Pressure distribution and total pressure on immersed surfaces – Types of flow (Laminar, turbulent, steady, unsteady, uniform, nonuniform) – Flow through pipes – Losses – Hydraulic gradient and total energy lines. Bernoulli's theorem – use of Orifice, Mouthpiece, Orifice meter and Venturimeters – Flow through channels – Bazin's and Manning's formula – Economical sections for open channels, Pumps – Reciprocating pumps – Centrifugal pumps – Characteristics – Discharge – Power and efficiency, Ground water – Types of well – Test for yield of wells.

UNIT - VI: SURVEYING

Types of Surveys – Chain surveying – Compass surveying – Levelling – Contour surveying – Theodolite surveying – Trigonometrical levelling – Tacheometry – Field work – Simple problems. Curves, Global Positioning System (GPS), Remote sensing – Photogrammetric Surveying and Hydrographic Surveying, Total Station and Geographical Information System (GIS).

UNIT - VII: ENVIRONMENTAL ENGINEERING AND POLLUTION CONTROL

Sources of water – Conveyance of water – Treatment of water – Quality of water – Tests on water – Distribution systems – Sewers – Collection and conveyance of sewage – Sewer Appurtenances – Drainage arrangements and Sanitary fittings in buildings – Treatment and disposal of sewage, Solid waste Management. Environmental pollution – Air – water – Soil – Noise – Pollution Control.

UNIT - VIII: ESTIMATING AND COSTING

Systems of taking out quantities – Trade and Group systems – Material requirement for different items of works – Preparation of data for works – Report writing – Valuation of buildings and properties – Fixation of rents – Approximate estimates – Detailed estimate and Abstract estimate for buildings, well, sump, septic tanks, compound wall, roads etc.

UNIT - IX: STRUCTURAL ENGINEERING

Reinforced cement concrete structure – Analysis and design of singly and Doubly reinforced rectangular and T-beam sections – Cantilever, simply supported, continuous beams – One way and two way slabs – Lintels and sunshades – Staircases – Rectangular and circular short columns – Isolated column footings. (All designs by Limit State Method only). Steel structures – simple beams – Tension and compression members – simple columns.

UNIT - X: CONSTRUCTION MANAGEMENT

Planning of a project – Factors to be considered – Project reports – Organization structure on construction departments – Construction planning – CPM and PERT networks – Contracts – Tenders and Tender documents – Bill- Supervision and Quality control – Safety measures in construction sites – Banking practice – Cash flow diagrams. Entrepreneurship, Ethics in Engineering, Use of computers – Information Management, Financial Management, Disaster Management – Types of Natural calamities – Causes for major disaster – Preparedness – Response and Recovery.

PAPER – I
ARCHITECTURAL ASSISTANTSHIP
(DIPLOMA STANDARD)

SUBJECT CODE: 323

UNIT – I: ENGINEERING MECHANICS

Simple Stresses and Strain – Stress and Strain – Modulus of Elasticity / Elastic constants – Application of stress and strain in engineering field – Behaviour of ductile and brittle material – Loads – Shear Force and Bending Moment – Geometrical properties of sections – Centroid – Moment of Inertia – Stress in Beams and Shafts – Stresses in Beams due to bending – Stress in shafts due to torsion – Pin Jointed Frames - Analytical Method – Graphical Method.

UNIT – II: BUILDING MATERIALS & CONSTRUCTION

Properties, characteristics, strengths, manufacturing, components & applications of materials & methods of construction & detailing for the following:

Stone – Brick & Clay Products – Lime – Cement – Timber – Concrete – Ferrous and Non-Ferrous Metals – Glass – Plastics – Asphalt, Sealants & Adhesives – Protective and Decorative Coatings – Water Proofing and Damps Proofing Materials – Rural Building Materials(Bamboo, Soil, etc.).

UNIT – III: HISTORY & THEORY OF ARCHITECTURE

History of Architecture

Egyptian Architecture – Greek Architecture – Roman Architecture – Early Christian & Byzantine Architecture – Gothic Architecture – Renaissance Architecture. Indian Architecture – Indus Valley Civilization, Buddhist Architecture, Hindu Architecture – Islamic Architecture in India. Modern Architecture, Post Modernism, Deconstructivism Contemporary World Architecture.

Theory of Architecture

Definition of Architecture – Architecture as satisfying functional, aesthetic & psychological human needs. Elements of Architecture – Form, Space, Light, colour, etc. Principles of Architecture – Proportion, Balance, Scale, Symmetry, etc.

UNIT – IV: STRUCTURAL ENGINEERING

Slope and Deflection of Beams – Propped Cantilevers – Fixed Beams – Arches – Continuous Beams – Theorem of Three Moments – Continuous Beams – Moment Distribution Method – Columns and Struts – Combined Bending and Direct Stresses– Earth Pressure and Retaining Walls – Working Stress Method Design of Beams for Flexure by L.S.M – Design of T-Beams and Continuous Beams by L.S.M – Design of Beams for Shear by L.S.M – Design of Oneway Slabs by L.S.M - Design of Twoway Slabs by L.S.M - Design of Staircases by L.S.M - Design of Columns by L.S.M - Design of Column Footings – Design of Simple Beams – Design of Tension Members – Design of Compression Members – Design of Welded Connections.

UNIT – V: ENVIRONMENTAL ENGINEERING

Sources of Water – Collections and Conveyance of Water – Quality of Water – Treatment of Water – Distribution System – Appurtenances and Maintenance of Water Lines – Collections and Conveyance of Sewage – Treatments and Disposal – Environmental Pollution and Control – Industrial Waste Water Treatment and Solid Waste Disposal – Land, Water & Air Pollution.

UNIT – VI: BUILDING SERVICES

Water Supply & Sewage Disposal, Mechanical Systems – Pumps & Motors, Electrical Systems – Generation & Distribution, Ventilation & Lighting, Air Conditioning – Principles, systems & applications, Vertical Transportation systems, Fire Hazards, Safety & Design Regulations, Acoustics.

UNIT – VII: SITE SURVEY & PLANNING

Chain Surveying – Compass Surveying – Plane Table Surveying – Levelling – Theodolite – Contouring – Minor Instruments.

Site Drawings – Site marking, Importance & procedures for making site drawings & dimensioning.

UNIT – VIII: SPECIFICATION & ESTIMATION

Stages of Detailed Estimate – Measurements & Material Requirement – Specification & Report Writing – Approximate Estimates – Areas and Volumes – Data – Valuation – Detailed Estimate.

UNIT – IX: TOWN PLANNING

Town Planning Principles – Road and Street Planning – Housing – Economy, Society, Environment and Transport Policy and Planning – Town Planning Rules, Building Bye-Laws & Development Control Rules.

UNIT – X: COMPUTER AIDED DRAFTING & VISUALIZATION

2D & 3D Drafting & Visualization - Using AutoCAD, etc- Setting limits and creating entities like LINE, ARC, CIRCLE etc – Editing the drawing with edit commands like TRIM, FILLET, COPY, MOVE etc., Creating 2D building working drawings.

Visualization using SKETCH UP, 3DMAX, etc.

PAPER – I**TOWN AND COUNTRY PLANNING (POST DIPLOMA STANDARD)****SUBJECT CODE: 325****UNIT – I: HISTORY OF HUMAN SETTLEMENTS**

Early human settlements, Town building during Indus valley civilization – Town building practices during ancient Greek and Roman period – Town building practices during Medieval and Renaissance periods – Effect of Industrial Revolution on planning of cities – Planning concepts of E.Howard, Patric Geddes, C.A.Perry.

UNIT – II: PLANNING PRINCIPLES

Principles of Town Planning – Green belt, Housing, Public Buildings, Recreational Spaces, Transportation, Zoning. Scope and Content of Master Plan, Land use Plan – Geographical study of Regional Landuses and distribution of Settlements – Elements of Regional planning, Regional Delineation, Rural Development.

UNIT – III: STATISTICS & COMPUTER ORIENTATION

Central Tendency computation – Sampling and Diagram – Computer Aided Drawing – Computer Application in Data Analysis – Population forecasting – Use of Computers in Planning.

UNIT – IV: SOCIO-ECONOMIC ASPECTS OF PLANNING

Basic concept & Scope of Study – Urbanization & Ecological theories – Social Issues in urban area – Housing Redevelopment – Citizen participation.

Economic Operation – Project Appraisal – Urbanization & National Housing policy – Economics of Urban Growth.

UNIT – V: PLANNING PRACTICE

Regional Plan concepts and studies – Masterplan concept and surveys – Masterplan needs and plan formulation – Urban Renewal, Redevelopment, Rehabilitation, Conservation – New Town - Detailed Development Plan - Development Regulations.

NIT – VI: PLANNING LEGISLATION AND ADMINISTRATION

Evolution of Planning Legislation - Planning System in U.K., The Tamil Nadu Town and Country Planning Act 1971, Coastal Regulation Zone and Tamil Nadu District Municipalities Building Rules – Hill Area Conservation – Planning related Acts.

UNIT – VII: ARCHITECTURE AND LANDSCAPE ARCHITECTURE

Introduction to Architecture. Principle of Aesthetics – Proportion, Scale, Balance, Rhythm, Hierarchy, Axis etc., – Study of Architectural spaces – Townscape Elements – Landscape Elements – Role of Landscape Architect and the importance of Environmental Protection – Landscaping the Public Areas, Commonly used Plants and Trees in Landscape.

UNIT – VIII: TRAFFIC AND TRANSPORTATION

Transportation systems – Urban Roads Classification – Traffic Regulations - Traffic Signs and Traffic Markings – Traffic Intersections at Grade-Traffic Intersections Grade Separated Parking & Street Light Facilities, Parking Standards – Railways Airways and Waterways Terminal Facilities Location Aspects – Layouts – Urban Transportation Planning Process-Surveys and Studies – Urban Transportation Planning Process – Forecasting and Plan Formulation.

UNIT – IX: PARKS, PLAY GROUNDS AND OPEN SPACES

General, Types of Recreation, Location of Urban Green Spaces, Classification of Parks, Park Design, Financing Parks, Play area and its types.

UNIT – X: REMOTE SENSING

Geometry of Aerial Photographs – Image characteristics and their significance
– Mapping by Manual and Mechanical Methods – Use of Satellites, Aerial Photographs, Drones in Physical Planning.

PAPER – I**MECHANICAL ENGINEERING****(DIPLOMA STANDARD)****CODE NO: 255****UNIT I: INDUSTRIAL MANAGEMENT:**

X and Y theories of Management, Contributions of Henry Fayol and F.W. Taylor for Management - job evaluation by Ranking method and factor comparison method - motivating techniques - fixing selling price of a product - break even analysis for make or buy decision - sinking fund method and straight line method of calculating depreciation - ABC analysis – determination of economic order quantity – TQM – ISO standards - certification

UNIT II: INDUSTRIAL ENGINEERING:

Factors influencing plant location - principles of layout - techniques used to improve layout - primary and secondary causes of an accident - personal protective devices - method study procedure - flow diagram, string diagram and two handed process chart - principles of motion economy-procedure for conducting stopwatch time study, production study and ratio delay study - objectives of preplanning, routing, scheduling, despatching and controlling - difference between inspection and quality control - types of plant maintenance - TPM

UNIT III: PRODUCTION TECHNOLOGY:

Foundry - patterns - special casting techniques - welding - hot and cold working – drawing, rolling and forging - powder metallurgy - plastics - rubber - ceramics - refractories - lathe work - planer - shaper - slotter - drilling machine - milling machines - grinding machines - broaching - boring and jig boring - - Gears manufacturing practice - Heat treatment and metal finishing - press work

UNIT IV: ELECTRICAL AND ELECTRONICS ENGINEERING:

Units, Ohm's law, Kirchoff's law, Faraday's law - D.C. Circuits, batteries - electro magnetism - single phase and three phase A.C. circuits - Induction motors – Electronics – diodes – resistors – capacitors – transistors – logic gates.

UNIT V: MECHANICS OF MATERIALS:

Mechanical properties of metals - simple stresses and strains – modulus of elasticity - geometrical properties of sections - thin cylinders bending moment and shear force - theory of simple bending - torsion and springs - transmission of motion – gear drives and belt drives.

UNIT VI: HEAT POWER ENGINEERING:

Working principle and comparison of otto and diesel cycles - construction and working of two stroke and four stroke engines - Heat balance test on I.C. engine - working principle of single and multistage compressors - Comparison of reciprocating and rotary compressors - classification of steam boilers - construction and working of steam turbines
- working principle of steam power plant - Main elements of a nuclear power plant - Vapour compression cycle - factors affecting human comfort - working principle of a window air conditioner and central air conditioning system.

UNIT VII: COMPUTER APPLICATIONS:

Working principle and constructional details of computer - classification of computer – Input / Output devices - flow charting – MS Office & Star Office – creating documents – presentations – sending emails.

UNIT VIII: FLUID MECHANICS AND MACHINERY:

Working of differential manometer - use of venturimeter and orifice classification of mouth pieces meter - working of pelton wheel, francis turbine and kaplan turbine - construction and working principle of reciprocating pump, centrifugal pump and gear pump - quick return mechanism of shaping machine - table movement in a milling machine.

UNIT IX: COMPUTER INTEGRATED MANUFACTURING:

CAD – Definition – geometric modeling – wireframe, surface and solid modeling – graphic standards – GKS, IGES, PHIGS and DXF. CAM – definition – group technology – part families
– parts classification and coding – CAPP – types. CNC – definition – components of CNC – ATC – CNC EDM. Part program – format – coordinate system – types of motion control – types of interpolation – G and M codes – sub program – canned cycles.

UNIT X: DESIGN OF MACHINE ELEMENTS:

Factors affecting selection of material – classification of bearings – sliding contact and rolling contact bearings – radial and thrust bearings – limits – fits – tolerance – classification of fits –cams and followers – types.

Paper-II
Part-A

கட்டாயத் தமிழ்மொழித் தகுதித்தேர்விற்கானபாடத்திட்டம்
(கொள்குறிவினாவிற்கானதலைப்புகள்)

பத்தாம் வகுப்பு தரம்

1. பிரித்தெழுதுதல் / சேர்த்தெழுதுதல்.
2. எதிர்ச்சொல்லை எடுத்தெழுதுதல்.
3. பொருந்தாச் சொல்லைக் கண்டறிதல்.
4. பிழைதிருத்தம் (i) சந்திப்பிழையை நீக்குதல் (ii) மரபுப்பிழைகள், வழுவச் சொற்களை நீக்குதல் / பிறமொழிச் சொற்களை நீக்குதல்.
5. ஆங்கிலச் சொல்லுக்கு நேரான தமிழ்ச்சொல்லை அறிதல்.
6. ஒலி மற்றும் பொருள் வேறுபாடறிந்து சரியான பொருளையறிதல்.
7. ஒருபொருள் தரும் பலசொற்கள்.
8. வேர்ச்சொல்லைத் தேர்வு செய்தல்.
9. வேர்ச்சொல்லைக் கொடுத்து / வினைமுற்று, வினையெச்சம், வினையாலணையும்பெயர், தொழிற்பெயரை / உருவாக்கல்.
10. அகரவரிசைப்படி சொற்களை சீர்செய்தல்.
11. சொற்களை ஒழுங்குப்படுத்தி சொற்றொடராக்குதல்.
12. இருவினைகளின் பொருள்வேறுபாடு அறிதல்.
(எ.கா.) குவிந்து-குவித்து
13. விடைக்கேற்ற வினாவைத் தேர்ந்தெடுத்தல்.
14. எவ்வகை வாக்கியம் எனக் கண்டெழுதுதல் - தன்வினை, பிறவினை, செய்வினை, செய்ப்பாட்டு வினைவாக்கியங்களைக் கண்டெழுதுதல்.
15. உவமையால் விளக்கப்பெறும் பொருத்தமான பொருளைத் தேர்ந்தெழுதுதல்
16. அலுவல்சார்ந்த சொற்கள் (கலைச்சொல்)
17. விடை வகைகள்.
18. பிறமொழிச் சொற்களுக்கு இணையான தமிழ்ச்சொற்களைக் கண்டறிதல் (எ.கா.) கோல்டுபிஸ்கட் - தங்கக்கட்டி.
19. ஊர்ப்பெயர்களின் மரூஉவை எழுதுக (எ.கா.) தஞ்சாவூர் - தஞ்சை
20. நிறுத்தற்குறிகளை அறிதல்.
21. பேச்சுவழக்கு, எழுத்துவழக்கு (வாரான் - வருகிறான்).
22. சொற்களை இணைத்து புதியசொல் உருவாக்கல்.
23. பொருத்தமான காலம் அமைத்தல்
(இறந்தகாலம், நிகழ்காலம், எதிர்காலம்).
24. சரியான வினாச்சொல்லைத் தேர்ந்தெடு.

25. சரியான இணைப்புச் சொல்
(எனவே, ஏனெனில், ஆகையால், அதனால், அதுபோல).
26. அடைப்புக்குள் உள்ள சொல்லைத் தகுந்த இடத்தில் சேர்க்க.
27. இருபொருள் தருக.
28. குறில் - நெடில் மாற்றம், பொருள் வேறுபாடு.
29. கூற்று, காரணம் - சரியா? தவறா?
30. கலைச்சொற்களை அறிதல் :-
எ.கா. - Artificial Intelligence - செயற்கை நுண்ணறிவு
Super Computer - மீத்திறன் கணினி
31. பொருத்தமான பொருளைத் தெரிவு செய்தல்
32. சொற்களின் கூட்டுப்பெயர்கள் (எ.கா.) புல் - புற்கள்
33. சரியான தொடரைத் தேர்ந்தெடுத்தல்
34. பிழைதிருத்துதல் (ஒரு-ஓர்)
35. சொல் - பொருள் - பொருத்துக
36. ஒருமை-பன்மைபிழை
37. பத்தியிலிருந்து வினாவிற்கான சரியான விடையைத் தேர்ந்தெடு.

Paper-II**Code No.003****Part-B**
General Studies (Diploma Standard)
(Topics for Objective Type)**1. GENERAL SCIENCE**

- i. Nature of Universe – Measurement of Physical Quantities – General Scientific Laws in Motion – Force, Pressure and Energy – Everyday application of the basic principles of Mechanics, Electricity, Magnetism, Light, Sound, Heat and Nuclear Physics in our daily life.
- ii. Elements and Compounds, Acids, Bases, Salts, Petroleum Products, Fertilizers, Pesticides, Metallurgy and Food Adulterants.
- iii. Main concepts of Life Science, Classification of living organisms, Evolution, Genetics, Physiology, Nutrition, Health and Hygiene, Human diseases.
- iv. Environmental Science.

2. CURRENT EVENTS

- i. Latest diary of events – National symbols–Profile of states –Eminent personalities and places in news–Sports –Books and Authors.
- ii. Welfare Scheme of Government – Political parties and Political system in Tamil Nadu and India.
- iii. Latest inventions in Science and Technology – Geographical Land Marks – Current Socio – Economic issues.

3. GEOGRAPHY

- i. Earth Location – Physical Features – Monsoon, rainfall, weather and climate– Water resources–Rivers –Soil, Minerals and Natural resources– Forest and Wildlife–Agriculture pattern.
- ii. Transport– Communication.
- iii. Population density and distribution in Tamil Nadu and India.
- iv. Calamities–Disaster Management–Environment – Climate change.

4. HISTORY AND CULTURE OF INDIA

- i. Indus Valley Civilization –Guptas, Delhi Sultans, Mughals and Marathas – South Indian History.
- ii. Characteristics of Indian Culture, Unity in Diversity–Race, Language, Custom.
- iii. India as a Secular State.

5. INDIAN POLITY

- i. Constitution of India–Preamble to the Constitution–Salient features of the Constitution–Union, State and Union Territory.
- ii. Citizenship, Fundamental Rights, Fundamental Duties, Directive Principles of State Policy.
- iii. Union Executive, Union Legislature–State Executive, State Legislature–Local Governments, Panchayat Raj.
- iv. Spirit of Federalism: Centre-State Relationships.
- v. Election–Judiciary in India–Rule of Law.
- vi. Corruption in public life – Anti-Corruption measures – Lokpal and Lokayukta – Right to Information – Empowerment of Women – Consumer Protection Forums – Human Rights Charter.

6. INDIAN ECONOMY

- i. Nature of Indian economy–Five year plan models – an assessment – Planning Commission and NITI Aayog.
- ii. Sources of revenue–Reserve Bank of India – Finance Commission–Resource sharing between Union and State Governments –Goods and Services Tax.
- iii. Economic Trends – Employment Generation, Land Reforms and Agriculture – Application of Science and Technology in Agriculture – Industrial growth – Rural Welfare oriented programmes – Social Problems –Population, Education, Health, Employment, Poverty.

7. INDIAN NATIONAL MOVEMENT

- i. National Renaissance –Early uprising against British Rule–Indian National Congress – Emergence of Leaders –B.R.Ambedkar, Bhagat Singh, Bharathiar, V.O.Chidambaranar, ThanthaiPeriyar, Jawaharlal Nehru, Rabindranath Tagore, Kamarajar, Mahatma Gandhi, MaulanaAbulKalam Azad, Rajaji, Subhash Chandra Bose, MuthulaksmiAmmaiyar, MuvalurRamamirtham and other National Leaders.
- ii. Different modes of Agitation of Tamil Nadu and movements.

8. HISTORY, CULTURE,HERITAGEANDSOCIO-POLITICAL MOVEMENTS OF TAMIL NADU

- i. History of Tamil Society, related Archaeological Discoveries, Tamil Literature from Sangam age till contemporary times.
- ii. **Thirukkural**:
 - a) Significance as a Secular Literature.
 - b) Relevance to Everyday Life.
 - c) Impact of Thirukkural on Humanity.
 - d) Thirukkural and Universal Values – Equality, Humanism etc.
 - e) Relevance to Socio – Politico –Economic affairs.
 - f) Philosophical content in Thirukkural.
- iii. Role of Tamil Nadu in freedom struggle – Early agitations against British Rule – Role of women in freedom struggle.
- iv. Various Social reformers,Social reform movements and Social transformation of Tamil Nadu.

9. DEVELOPMENT ADMINISTRATION IN TAMIL NADU

- i. Social Justice and Social Harmony as the Cornerstones of Socio-Economic Development.
- ii. Education and Health systems in Tamil Nadu.
- iii. Geography of Tamil Nadu and its impact on Economic growth.

10. APTITUDE & MENTAL ABILITY TESTS

- i. Simplification–Percentage–Highest Common Factor(HCF)– Lowest Common Multiple(LCM).
- ii. Ratio and Proportion.
- iii. Simple Interest– Compound Interest–Area–Volume–Time and Work.
- iv. Logical Reasoning – Puzzles – Dice–Visual Reasoning–Alpha Numeric Reasoning– Number Series.

ANNEXURE- IV

CERTIFICATE OF PHYSICAL FITNESS BY _____
 A SINGLE MEDICAL OFFICER
 THE CIVIL MEDICAL BOARD

Signature of Candidate _____

I/We do hereby certify that I/We have examined (full name) Thiru / Thirumathi / Selvan / Selvi _____ a Candidate _____ for employment under the Government as _____ in the _____ Office in the _____ Department and whose signature is given above and cannot discover that he/she has any disease, communicable or otherwise, constitutional affliction or bodily infirmity/except that his/her weight is in excess of/below the standard prescribed, or except

I/We do not consider this a disqualification of the employment he/she seeks.
 His/Her age is according to his / her own statement _____ years and by appearance about ___ / ___ years.

I/We also certify that he/she has marks of Small Pox/ Vaccination.

Chest measurement in Inches On full Inspiration
On full expiration
 Difference expansion

Height in ft.

Weight in kg.

Cardio-Vascular System

Respiratory System

His/Her vision is normal

Hypermetropic/ Myopic/ Astigmatic/

[Here enter the degree of defect and the strength of correction glasses]

Hearing is normal / defective (much or slight)

Urine-Does chemical examination show

(i) Albumen (ii) Sugar State specific gravity:

Personal marks (at least two should be mentioned) For Identification

- 1.
- 2.

SIGNATURE:

RANK:

DESIGNATION:

PRESIDENT:

Member (I)

(II)

STATION:

DATE:

STATION:

DATE:

The candidate must make the statement required below prior to his / her Medical Examination and must sign the declaration appended there to. His attention is specially directed to the warning contained in the note below:-

1. State your name in full:
2. State your age and birth place:
3. (a) Have you ever had small pox, intermittent or any other fever, enlargement or suppuration of glands spitting of blood, asthma, inflammation of lungs, heart disease, fainting attacks, rheumatism, appendicitis?
OR
(b) any other disease or accident requiring confinement to bed and medical or surgical treatment?
4. When, where your last vaccinated
5. Have you or any of your near relations been afflicted with consumption, serofulagout, asthma, fits, epilepsy or insanity?
6. Have you suffered from any form of nervousness due to over work or any other cause?
7. Furnish the following particulars concerning your family:

Father's age, if living and state of health	Father's age at death and cause of death	No. of brothers living, their ages, state of health	No. of brothers dead, their ages at and cause of death
(1)	(2)	(3)	(4)

Mother's age, if living and state of health	Mother's age at death and cause of death	No. of Sisters living, their ages and state of health	No. of Sisters dead, their ages at and cause of death
(1)	(2)	(3)	(4)

I declare all the above answers to be to the best of my belief, true and correct.

CANDIDATE'S SIGNATURE

Note: The candidate will be held responsible for the accuracy of the above statement by willfully suppressing any information he will incur the risk of losing the appointment and if appointed, of forfeiting all claim to superannuation allowance or gratuity.

ANNEXURE-V
LIST OF DOCUMENTS TO BE SCANNED AND UPLOADED
ALONG WITH THE ONLINE APPLICATION
(Size of each document should be less than 200 KB
in PDF format (Single page or Multiple page))

1.	SSLC Mark Sheet
2.	HSC Mark Sheet or its equivalent
3.	<u>DIPLOMA / UG / POST DIPLOMA (Refer para 5(B) of Notification):</u> Diploma certificate/ Degree certificate / Provisional Certificate / Consolidated Mark Sheet / Post Diploma in Town and Country Planning
4.	<u>Experience certificate:</u> Post: Draughtsman, Grade-III in Town and Country Planning Dept. Experience in the field of Civil Engineering for not less than three years, as per the Annexure -II of the Notification.
5.	G.O. for Equivalence of qualification to the prescribed qualification (if applicable)
6.	PSTM Certificate up to prescribed educational qualification of entire duration. (if applicable) as mentioned in para 13(B)(ii),(iii) & (iv) of the Notification.
7.	Community Certificate
8.	Differently Aabled person certificate in prescribed format (If claimed in the online application)
9.	Disability Certificate as prescribed in Appendix-I of the G.O.(Ms) No.8 , Welfare of Disability Persons (DAP 3.2) Department, dated:21.09.2021 (for persons claiming exemption from Tamil eligibility test / scribe / compensatory time)
10.	Destitute Widow Certificate (if applicable) Only for the post of Fore man, Grade-II (Post code No.3254)
11.	Ex - servicemen (if applicable)
12. 9	Transgender ID Card with Gender (if applicable)
13. 1	Gazetted copy for name change (if applicable)
14. 1	No Objection Certificate (if applicable)
15. 1	Documents / Court Orders proving Acquittal / Conviction or FIR in case of pending cases for Criminal cases registered (if applicable)
16. 1	Other Documents (if any)

ANNEXURE -VI

APPENDIX-I

Certificate regarding physical limitation in an examinee to write

This is to certify that, I have examined Mr/Ms/Mrs _____ (name of the candidate with disability) a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/O/D/o _____ a resident of _____ (Village / District / State) and to state that He / She has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Due to the above mentioned disability following concession may be given:-

1. Exemption from tamil / second language.
2. Extra _____ hours for writing theory exam.
3. Allocation of a scribe.
4. Over looking spelling mistakes and grammatical errors.
5. Using calculator / assistive devices.
6. _____ (any other assistive devices or concessions).

*strike out the not applicable.

Signature

(Chief Medical Officer/Civil Surgeon/Medical Superintendent/signature of the notified medical authority of a Government health care institution)

Name & Designation

Name of the Government Hospital/ Health Care Centre/The notified medical authority

Place:

Date:

Signature / Thumb impression
of the Differently abled person

(Photo of the Differently Abled Person
and Stamp to be fixed here)

Note:

Certificate should be given by a specialist of the relevant stream/ disability

(eg, Visual impairment – Ophthalmologist, Locomotor disability – Orthopedic specialist/ PMR .etc)



சுருக்கம்

தெரிவுகள் - தமிழ்நாட்டில் உள்ள அனைத்து தெரிவு முகமைகளால் நடத்தப்படும் போட்டித் தேர்வுகளில் தமிழ் மொழித் தகுதித் தேர்வினை எழுதுவதிலிருந்து மாற்றுத்திறனாளி தேர்வர்களுக்கு விலக்களித்தல் - ஆணைகள் வெளியிடப்படுகின்றன.

மனிதவள மேலாண்மை (எம்)த் துறை

அரசாணை (நிலை) எண்.49

நாள்: 23.05.2022

சுபகிருது வருடம், வைகாசி - 09,

திருவள்ளூர் ஆண்டு 2053

படிக்கப்பட்டது:

1. அரசாணை (நிலை) எண்.133, மனிதவள மேலாண்மை (எம்) துறை, நாள் 01.12.2021.
2. செவித்திறன் குறைபாடு உள்ளவர்களின் பெற்றோர் சங்கத்தின் செயலாளரின், 01.03.2022-ம் நாளிட்ட மனு
3. செயலாளர், தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையம், கடித எண்.5476/RND-E/2018, நாள் 05.05.2022

ஆணை :

மேலே படிக்கப்பட்ட அரசாணை (நிலை) எண்.133, மனிதவள மேலாண்மை (எம்) துறை, நாள் 01.12.2021-ல் அரசுத் துறைகளில் உள்ள பணியிடங்கள் அனைத்திலும் தமிழக இளைஞர்கள் பெருமளவில் நியமனம் பெற ஏதுவாக, மாநிலத்தின் தெரிவு முகமைகளால் நடத்தப்படும் அனைத்துப் போட்டித் தேர்வுகளிலும் தமிழ்மொழித் தகுதித்தாள் கட்டாயமாக்கப்பட்டு ஆணைகள் வெளியிடப்பட்டன. அவ்வரசாணைக்கிணங்க, தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையம், போட்டித் தேர்வுகளில் தமிழ் மொழித் தாளினை கட்டாயத்தாளாக இணைத்து, அதற்கேற்ப அறிவிக்கைகளை வெளியிட்டு தெரிவு நடவடிக்கையினை மேற்கொண்டுவருகிறது.

2. மேலே இரண்டாவதாகப் படிக்கப்பட்ட, செவித்திறன் குறைபாடு உள்ளவர்களின் பெற்றோர் சங்கத்தின் மனுவில், காது கேளாத மற்றும் வாய்பேச

(த.பி.பா.)

இயலாத மாற்றுத்திறனாளிகள், இரண்டு அல்லது அதற்கு மேற்பட்ட மொழிகளைக் கற்க சிரமப்படுவார்கள் என்றும், இம்மாணவ மாணவியர்கள் சிலர் முன்பருவபள்ளி முதல் பட்டப்படிப்பு வரை முழுமையாக ஆங்கில வழிக் கல்வியில் மட்டுமே கல்வி கற்றிருப்பார்கள் எனத் தெரிவித்து தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையத்தால் நடத்தப்படுகின்ற தொகுதி-IV பதவிகளுக்கான போட்டித் தேர்வில் இத்தேர்வர்களுக்கு தமிழ் மொழித் தகுதித் தேர்வு எழுதுவதிலிருந்து விலக்களித்து அவர்களுக்கென தனியாக பொது ஆங்கில தாளினை நடத்த கோரியுள்ளனர்.

3. மேற்காணும் கோரிக்கை குறித்து மாற்றுத்திறனாளிகள் நலத்துறையுடன் கலந்தாலோசிக்கப்பட்டது. மேலும், இது குறித்து மேலே மூன்றாவதாகப் படிக்கப்பட்ட கடிதத்தில் தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையச் செயலாளர் வழங்கியுள்ள குறிப்புரையினை ஏற்று, அரசாணை (நிலை) எண்.133, மனிதவள மேலாண்மை (எம்) துறை, நாள் 01.12.2021-ல் ஆணையிடப்பட்டுள்ள கட்டாய தமிழ்மொழித் தகுதித் தேர்வினை எழுதுவதற்கு மாற்றுத் திறனாளிகளுக்கு விலக்களித்து அரசு பின்வருமாறு ஆணையிடுகிறது:-

- (அ) தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையத்தால், நடத்தப்படும் தொகுதி - I, II, II-A போன்ற இரண்டு நிலைகளைக் கொண்ட தேர்வுகளில், முதன்மை எழுத்துத்தேர்வில் (Main Written exam) கட்டாய தமிழ்மொழித்தாளானது தகுதி தேர்வாக (Tamil eligibility Test) நடத்தப்படுகிறது. இதுபோன்ற தேர்வுகளில் கட்டாயத் தமிழ்மொழித் தகுதித் தாளினை எழுதுவதிலிருந்து மாற்றுத் திறனாளிகளுக்கு விலக்களிக்கப்படுகிறது.
- (ஆ) தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையத்தால், நடத்தப்படும் தொகுதி- III, IV, VII-B, VIII, போன்ற ஒரே நிலை கொண்ட தேர்வுகளில் தமிழ் மொழித்தாளானது, தகுதி மற்றும் மதிப்பீட்டுத் தேர்வாக (Tamil Eligibility-cum-Scoring Test) நடத்தப்படுகிறது. இத்தேர்வுகளில், Board / University-ல் ஆங்கில மொழிப் பாடம் மட்டுமே படித்த மாற்றுத்திறனாளிகளுக்கு, தமிழ் மொழித்தாள் எழுதுவதிலிருந்து விலக்களிக்கப்படுகிறது. அதற்குபதில், ranking மதிப்பீடு செய்வதற்காக, அவர்களுக்கென்று தனியாக பொது ஆங்கிலத்தேர்வு (SSLC standard-ல்) நடத்தப்படும். (இத்தேர்வுகளில் மொழி பெயர்ப்புப்பகுதி இடம் பெறாது).
- (இ) அரசாணை (நிலை) எண்.133, மனிதவள மேலாண்மை (எம்) துறை, நாள் 01.12.2021-ல் ஆணையிடப்பட்டுள்ள கட்டாய தமிழ் மொழித் தாளிலிருந்து மாற்றுத்திறனாளிகளுக்கான விலக்கு, தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையம் மட்டுமல்லாமல், மாநிலத்தின் மற்ற தெரிவு முகமைகளால் நடத்தப்படும் அனைத்து போட்டித் தேர்வுகளுக்கும் மற்றும் நியமன அலுவலர்களால் தேவைப்படும் நேர்வுகளில் நடத்தப்படும் எழுத்துத் தேர்வுகளுக்கும் பொருந்தும்.
- (ஈ) இவ்வாறான விலக்கு, அரசாணை (நிலை) எண்.62, பள்ளிக் கல்வித்துறை, நாள் 25.03.2022ல் குறிப்பிடப்பட்டுள்ள மாற்றுத் திறனாளிகளுக்குப்

பொருந்தும். மேற்காண் அரசாணையில் குறிப்பிடப்பட்டுள்ள மாற்றுத்திறனாளிகளின் தொடர்பான விவரப் பட்டியல் கீழ்க்கண்டவாறு:-

(1)	உடல்குறைபாடு - உடல் இயக்கக் குறைபாடு	Physical disability - Locomotor disability, Leprosy cured, Cerebral palsy, Dwarfism, Muscular Dystrophy, Acid Attack victims.
(2)	உடல் குறைபாடு - பார்வைக் குறைபாடு	Physical disability - Visual Impairment - Blindness, Low Vision
(3)	உடல் குறைபாடு - செவித்திறன் குறைபாடு	Physical disability - Hearing Impairment - Deafness, Hard of hearing
(4)	உடல் குறைபாடு - பேச்சு மற்றும் மொழித்திறன் குறைபாடு	Physical disability - Speech and Language disability
(5)	அறிவுசார் குறைபாடு	Intellectual disability, Specific Learning disability (Dyslexia, Dysgraphia, Dyscalculia, Dysprasia), Developmental Aphasia, Autism Spectrum Disorder
(6)	மன நலம் சார்ந்த குறைபாடு - மனநலம் பாதிப்பு	Mental Behaviour - Mental illness
(7)	நாள் பட்ட நரம்பியல் குறைபாடுகள்	Disability caused due to Chronic Neurological conditions, Multiple Sclerosis, Parkinson's disease, Haemophilia, Thalassemia, Sickle Cell disease
(8)	பன்முகக் குறைபாடுகள் (பார்வையின்மையோடு செவித்திறன் குறைபாடு உட்பட)	Multiple Disabilities including deaf, blindness

இவ்விலக்கு 40 சதவிகிதத்திற்கும் குறைவான குறைபாடுகளைக் கொண்ட மாற்றுத்திறனாளிகளுக்கும் பொருந்தும்.

- (உ) இவ்விலக்கினை பெறவிரும்பும் மாற்றுத்திறனாளிகள் உரிய மாற்றுத்திறனாளி சான்றிதழ் (Disability Certificate) சமர்ப்பித்தல் வேண்டும்.

(ஆளுநரின் ஆணைப்படி)

மைதிலி கேராஜேந்திரன்
அரசு செயலாளர்

பெறுநர்

செயலாளர், தமிழ்நாடு அரசுப் பணியாளர் தேர்வாணையம், சென்னை - 600 003.

அரசுக் கூடுதல் தலைமைச் செயலாளர், உள், மதுவிலக்கு மற்றும்

ஆயத்தீர்வை துறை, சென்னை - 600 009.

(கு.பி.பா.)

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அரசு கூடுதல் தலைமைச் செயலாளர், நிதித்துறை, சென்னை - 600 009.
அரசு முதன்மை செயலாளர், பள்ளிக் கல்வி துறை, சென்னை - 600 009.
அரசு முதன்மை செயலாளர், உயர்க் கல்வி துறை, சென்னை - 600 009.
அரசு முதன்மை செயலாளர், மருத்துவம் - மக்கள் நல்வாழ்வுத் துறை,
சென்னை - 600 009.

அரசு முதன்மை செயலாளர், சுற்றுச்சூழல், காலநிலை மாற்றம் மற்றும்
வனத்துறை, சென்னை - 600 009.

✓ அரசு செயலாளர், மாற்றுத் திறனாளிகள் நலத்துறை, சென்னை - 600 009.

அனைத்து துறைச் செயலாளர்கள், சென்னை - 600 009.

அனைத்து துறைத் தலைவர்கள்.

தலைவர், ஆசிரியர் தேர்வு வாரியம், கல்லூரிச் சாலை, சென்னை - 600 006.

தலைவர், மருத்துவப் பணியாளர் தேர்வு வாரியம், சென்னை - 600 018.

தலைவர், தமிழ்நாடு சீருடைப்பணியாளர் தேர்வு வாரியம், சென்னை - 600 002.

உறுப்பினர் செயலர், தமிழ்நாடு வனச் சீருடைப் பணியாளர் தேர்வுக் குழுவும்,
சென்னை - 600015.

இயக்குநர், வேலை வாய்ப்பு மற்றும் பயிற்சி, சென்னை - 600 032.

நிதி (பொ.நி.மா.க) துறை, சென்னை - 600 009.

நகல்:

மாண்புமிகு முதலமைச்சர் அவர்களின் செயலாளர் - III,

முதலமைச்சர் அலுவலகம், சென்னை - 600 009.

மாண்புமிகு அமைச்சர் (நிதி மற்றும் மனிதவள மேலாண்மை) அவர்களின்

சிறப்புநிலை நேர்முக உதவியாளர், சென்னை - 600 009.

தலைமைச் செயலாளரின் முதன்மை தனிச்செயலர், சென்னை - 600 009.

மாற்றுத்திறனாளிகள் நலத்துறை இயக்குநர், சென்னை - 600 005.

மனிதவள மேலாண்மைத் துறைச் செயலாளரின் முதன்மை தனிச் செயலாளர்,

சென்னை - 600 009.

மனிதவள மேலாண்மை (நி.சீ. II) துறை, சென்னை - 600 009. (3 படிகள்)

(தமிழ்நாடு அரசு இணையதளத்தில் வெளியிடுதல் குறித்து)

இருப்புக் கோப்பு / உதிரி நகல்.

//ஆணைப்படி அனுப்பப்படுகிறது//


பிரிவு அலுவலர்
23/05/22

ANNEXURE-VII
Tentative Timeline for Recruitment Process

Sl.No.	Process	Timeline
1.	Last date upto which the application can be edited / submitted / payment of fees can be made	04.03.2023
2.	Online Application Correction Window Period	From 09.03.2023 - 12.01 AM to 11.03.2023 - 11.59 PM
3.	Last date upto which applicants are permitted to upload/re-upload the documents	14.05.2023
4.	Publication of Written Examination results	July 2023
5.	Certificate Verification/ Counselling	August 2023

Secretary