

CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD



SPECIAL REGULATIONS 1982 (AS AMENDED UPTO 29.02.2008)

CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD

In exercise of the powers conferred by Clause 'C' of sub-section (2) of Section 81 of the Chennai Metropolitan Water Supply and Sewerage Act, 1978, the Chennai Metropolitan Water Supply and Sewerage Board makes the following Special Regulations in respect of the several service under the Board. These Special Regulations will be read with the Chennai Metropolitan Water Supply and Sewerage Board Service Regulations.

1. CLASSIFICATION OF SERVICES

The service under the Chennai Metropolitan Water Supply and Sewerage Board shall be classified as follows :

GROUP A: Board's servants on scales of pay of which the minimum is Rs.9,100/- and above.

GROUP B: Board's servants on scales of pay of which the minimum is Rs.5,000/- and above but less than Rs.9,100/- in the ordinary grades.

GROUP C: Board's servants on scales of pay of which the minimum is Rs.3,050/- and above but less than Rs.5,000/- in the ordinary grades.

GROUP D: Categories of Board's servants in the ordinary grades, who are not covered by Groups A, B and C.

NOTE : The selection grade/special grade posts will come under the respective groups under which the posts in the ordinary grades are classified.

2. CONSTITUTION

The following Services shall be constituted for the officers and servants of the Chennai Metropolitan Water Supply and Sewerage Board.

- (i) The Chennai Metropolitan Water Supply and Sewerage Board General Services.
- (ii) The Chennai Metropolitan Water Supply and Sewerage Board Engineering and Technical Services.
- (iii) The Chennai Metropolitan Water Supply and Sewerage Board Engineering and Technical Sub-Ordinate Services.
- (iv) The Chennai Metropolitan Water Supply and Sewerage Board General Sub-Ordinate Services.
- (v) The Chennai Metropolitan Water Supply and Sewerage Board Basic Servants Services.

I. THE CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD GENERAL SERVICES.

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

CATEGORY :

1. Chief Controller of Finance
2. Secretary-cum-General Manager
3. Controller of Finance
4. Controller of Finance (I.A.)
5. Internal Auditor
6. Financial Analyst
7. Deputy General Manager
8. Information Technology Manager
9. Staff Manager

10. Industrial Relations Manager
11. Public Relations Manager
12. Deputy Controller of Finance
13. Deputy Controller of Finance (Costing)
14. Data Processing Manager
15. Manager (CC)
16. Senior System Analyst
17. System Analyst
18. Deputy Public Relations Manager
19. Medical Officer
20. Senior Administrative Officer
21. Senior Accounts Officer
22. Information and Facilitation Officer
23. Administrative Officer
24. Accounts Officer

II. THE CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD ENGINEERING AND TECHNICAL SERVICES.

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

CATEGORY:

1. Chief Engineer
2. Superintending Engineer
3. Executive Engineer
4. Hydrogeologist
5. Purchase Manager / Inventory Control Manager
6. Chief Analyst
7. Assistant Executive Engineer (Civil & Mechanical)
8. Assistant Executive Engineer (Electrical)
9. Deputy Hydrogeologist
10. Water Analyst/Chief Chemist
11. Assistant Engineer (Civil & Mechanical)
12. Assistant Engineer (Electrical)
13. Assistant Hydrogeologist

III. THE CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD ENGINEERING AND TECHNICAL SUB ORDINATE SERVICES

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

CATEGORY:

1. Assistant Water Analyst / Chemist
2. Junior Engineer (Civil & Mechanical)
3. Junior Engineer (Electrical)
4. Farm Manager
5. Photographer
6. Technical Assistant (Wireless)
7. Surveyor - cum - Draughtsman
8. Mechanical Operator
9. Electrical Operator (H.T.)
10. Operator (L.T.)
11. Laboratory Technician Grade I
12. Technician (Wireless)
13. Lab Technician Grade II
14. Electrician
15. Asst. Operator (Mechanical & Instrumentation)
16. Driver (Motor Vehicle)
17. Motor Cycle Messenger
18. Sewer Superintendent
19. Diesel Generator Driver
20. Filter Operator
21. Chloronome Operator
22. Assistant Driller
23. Technician A / V Aids
24. Mechanic Grade II

25. Welder Grade II
26. Machine Operator Grade II
27. Fitter Grade II
28. Pump House Motor Driver
29. Electrical Pumps Man
30. Fieldman
31. Field Assistant
32. Blue Print Operator
33. Cleaner

IV. THE CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD GENERAL SUB-ORDINATE SERVICES.

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

CATEGORY:

1. Programmer (Computer)
2. Junior Administrative Officer
3. Junior Accounts Officer
4. Depot Manager Grade I
5. Steno-Typist Grade I
6. System Operator
7. Steno-Typist Grade II
8. Assistant
9. Depot Manager Grade II
10. Librarian
11. Steno-Typist Grade III
12. Typist Grade I
13. Junior Assistant
14. Typist
15. Depot Manager
16. Telephone Operator
17. Record Assistant

V. THE CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD BASIC SERVANTS SERVICES

CATEGORY:

1. Office Assistant
2. Watchman
3. Scavenger/Sanitary Worker
4. Sweeper

3. CADRE STRENGTH:

The permanent cadre strength of each class, category and grade of the Board Services shall be fixed by the Board. The need or otherwise for permanent retention of temporary posts, will as a rule be examined by the Board after a period of 3 years from the date of creation of the concerned post.

4. METHOD OF RECRUITMENT:

Where the normal method of recruitment to any class of service, category or grade in both by recruitment and by promotion.

- i. The proportion in which the vacancies may be filled by persons recruited direct and by promotees shall be as may be prescribed by the Board. In all such cases the principle that the first vacancy shall go to the direct recruits shall apply.
- ii. Nothing in these regulations shall adversely affect any person who on the date of issue of these regulations was an approved probationer of such class of service, category or grade, as the case may be, or wherever no probation

is prescribed was appointed to the post on a regular basis,
5. LANGUAGE QUALIFICATION:

No person shall be eligible for appointment to any service either by direct recruitment or by recruitment by transfer or by promotion unless he/she has an adequate knowledge of the official language of the state, namely Tamil.

EXPLANATION:

For the purpose of this sub-rule a person with an adequate knowledge of Tamil shall mean a person.

- i. Who has acquired knowledge in Tamil in the High School* Course
or
- ii. Who is able to speak, read and write Tamil
or
- iii. Who has passed the second class language test in Tamil conducted by the Tamilnadu Public Service Commission.

Provided that where a person appointed to any service by transfer or by promotion does not possess adequate knowledge of Tamil he/she shall be deemed to have acquired an adequate knowledge of Tamil if he passes the second class language test in Tamil within the period of his probation or within a period of two years on duty within a continuous period of three years if no probation has been prescribed. If he fails to pass the test within such period he shall not be eligible to draw increments in the time scale of pay applicable to him until he passes the test. Such ineligibility to draw increments shall not have the effect of postponing future increments after he passes the test.

Provided further that in the case of appointment of Engineering and Technical Service if no qualified and suitable candidate possessing an adequate knowledge of Tamil is

available, recruitment may be made from among persons who do not possess an adequate knowledge of Tamil subject to the condition that such person shall pass the second class language test in Tamil within the period of his probation.

The maximum period upto which the probation of a Board servant shall be extended so as to enable him to acquire the test qualification be fixed as five years. If he does not acquire the language qualification within the maximum period of five years, he shall be reverted and the qualified and eligible juniors shall be considered for promotion. If such a person is appointed by direct recruitment and has not acquired the language qualification even within the maximum period of five years, his probation shall be terminated.

6. Recruitment to the posts specified in Column (2) of the table below shall be made by the method specified in the corresponding entries in Column (3) of the said table; No person shall be eligible for appointment unless he possess the qualifications specified in the corresponding entries in column (4) thereof:-

(i) The Chennai Metropolitan Water Supply and Sewerage Board General Services

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
1	Chief Controller of Finance Rs.15000-400-18600	b) By promotion By promotion B.R.No:116/2006, dt.28.4.06	1) From the post of Controller of Finance / Financial Analyst 2) Must be either Chartered Accountant or cost Accountant 3) Must have minimum 3 years service as Controller of Finance / Financial Analyst and must have minimum 5 years of service as Deputy controller of Finance
2	Secretary-cum-General Manager (Secretary-cum-Personel and Administrative Manager changed as Secretary-cum-General Manager vide B.R.No.115/94, dated 16.6.1994. B.P.No.25/94 dt.29.06.94) Rs.14300-400-18300	(a) By promotion or b) By deputation	From Non-Technical Officers in the category of Staff Manager. Candidates must have put in not less than 5 years of service A District Revenue Officer.
3	Controller of Finance Rs.14300-400-18300	(a) Direct recruitment either permanently or on contract	Must be either Chartered Accountant or M.B.A. with Finance or Cost Accountant with 10 years of

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
4.	Internal Auditor Rs.14300-400-18300	a) By direct recruitment either permanently or on contract basis or b) By promotion	experience of which a minimum of 5 years should be in a responsible middle level Management Finance position in a large organisation <u>Age:</u> Should not have completed 35 years of age as on first day of July of the year in which the selection for appointment is made Form the category of Deputy Controller of Finance and Deputy Controller of Finance (Costing), Candidates must have served not less than 5 years as Deputy Controller of Finance / Deputy Controller of Finance (Costing) and must possess the qualification prescribed for direct recruitment Must be a Chartered Accountant with minimum 10 years of experience; out of which 5 years at Middle level in the Internal Audit Department in large Private/Government organisation. <u>Age:</u> Should not have completed 40 years of age as on first day of July of the year in which the selection for appointment is made.

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
5A	Information Technology Manager Rs. 12000-375-16500	By promotion	From the category of Deputy Controller of Finance/Deputy Controller of Finance (Costing). Candidates must have served not less than 5 years as Deputy Controller of Finance/Deputy Controller of Finance (Costing) and must possess the prescribed qualification for direct recruitment.
5B	Staff Manager Rs. 10000-325-15200	a) By promotion or c) By deputation	<u>Age :</u> Should not have completed 55 years of age (B.R.No.338/88, Dt.4.11.88) B.P.No.43, dt.16.11.1988) Deputy Director or Joint Director of Treasuries and Accounts of the State Government or Deputy Secretary to Government, Finance Department or an Officer from the Office of the Accountant General and must have not less than 3 years of service remaining B.R.No.64/89, dt.27.4.89 (B.P.No.13/89, dt.15.05.1989)
5	Financial Analyst Rs.14300-400-18300	By direct recruitment	Must be MAC (Management Accountancy Course) or MCM (Post Graduate Course in Corporate Management) or a Chartered Accountant within the meaning of Chartered Accountants Act.1949 (Central

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
			<p>Act. No.38 of 1949) or a Management Accountant or a Cost and Works Accountant within the meaning of Cost and Works Accountants Act, 1959 (Central Act. 23 of 1959) or a Master Degree of Business Administration (Finance) from IIM, Kolkatta, Ahmedabad or Bangalore.</p> <p><u>Experience:</u></p> <p>A) 10 years minimum work experience on relevant field preferably in the area of Financial Management, Project Conceptualisation and Evaluation, Financial Forecasting, Pricing Policies and Market Analysis in the case of Persons possessing the qualification of MAC or MCM under the Chartered Accountants Act. 1949 and for Management Accountant under the Cost and Works Accountants Act. 1959.</p> <p>B) 15 years minimum work experience in relevant field preferably in the area of Financial Management, project Conceptualisation and Evaluation, Financial Forecasting, Pricing Policies and Market Analysis in the case of</p>

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
			<p>persons possessing the qualification of CA or ICWA or MBA (Finance) from IIM.</p> <p>Age: Should not have completed 45 years of age.</p>
5A	Information Technology Manager Rs.12000-375-16500	By promotion	<p>Must have put in at least 10 years of service as Data Processing Manager and possess the educational qualification prescribed for data processing Manager.</p>
6	Staff Manager Rs. 10000-325-15200	a) By promotion or b) By deputation	<p>From the Non-Technical Officers in Grade-V, Candidates must have served for a period of not less than 5 years in Non-Technical posts in Grade-V provided he has worked in the Personnel and Administration Department for not less than 2 years.</p> <p>A Deputy Collector</p>
7	Industrial Relations Manager Rs.10000-325-15200	a) By direct recruitment	<p>Postgraduate degree holder in Public Administration/ Social Work who also possess a Post Graduate Diploma in Personnel Management, Industrial Relations and Labour Welfare recognised by the Government of Tamil Nadu. 5 years experience in management or Establishment matters.</p>

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
	Upgraded as Deputy General Manager Rs. 12000-375-16500 Res. No: 143/2005 dt 14.06.05 (DGM Post valid till the INCUMBENT RETIRE)	a) By direct recruitment or b) By promotion or c) By transfer from any other service	Age: Should not have completed 35 years of age as on 1st day of July during the year in which appointment is made. From the post of Assistant Industrial Relations Manager with minimum service in that post for 5 years. Postgraduate degree holder in Public Administration / Social Work who also possess a Post Graduate Diploma in Personnel Management, Industrial Relations and Labour Welfare recognised by the Government of Tamilnadu. 5 years experience in Establishment matters in the post equivalent to Grade V category. (B.P.No.10/94, dt.7.4.94) B.R.No.67/94, dated.5.4.94
8	Public Relations Manager Rs. 10000-325-15200	a) By promotion of Grade-V Officer	Must have served for a period of not less than 5 years in posts in Grade-V and Possess a degree qualification with a Diploma in Public Relations from

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
10	Deputy Controller of Finance (Contract) Rs.10000-325-15200	a) By direct recruitment or b) By deputation or c) By transfer	an institution recognised by the State or Central Government and with a minimum of 5 years experience (B.P.No.31/94, dt.14.07.94) Officer of the Information and Public Relations Department with not less than 3 years of service remaining. From Grade-V Officers of the Board who possess a Diploma in Public Relations from an Institution recognised by the State or Central Government.
9	Deputy Controller of Finance Rs.10000-325-15200	a) By direct recruitment either permanently or on contract or b) By promotion	Must be Chartered Accountant or Cost Accountant with atleast 5 years experience. Age: Should not have completed 35 years of age as on 1st day of the year in which selection for appointment is made. From Senior Accounts Officers in Grade-V. Candidates must possess the qualifications prescribed for direct recruitment. Must have put in not less than 5 years of

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
10	Deputy Controller of Finance (Costing) Rs.10000-325-15200	or c) By deputation or a) By direct recruitment either permanently or by contract or b) By promotion	service as S.A.O. (B.R.No.113/94, dated 16.6.94) (B.P.No.31/94, dt.14.07.94) Under Secretary to Government, Finance Department of the State Government. Candidate must have not less than 3 years of service remaining. ii) From other Government Departments/Public Sector undertaking & statutory boards provided the candidates possess a Chartered Accountant or cost Accountant (ICWA) qualification with a minimum of, 5 years experience in supervisory cadre (B.R.No.187/2006, dt.04.09.2006) Must possess Cost Accountancy qualification under the Cost and Works Accountant Act, 1956 or a Chartered Accountant, qualification under the Chartered Accountants Act.1949 with a minimum 5 years of costing experience in a large or modernised organisation having commercial Accounting System. From Senior Accounts Officer in Grade-V candidates

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
11	Data Processing Manager Rs.10000-325-15200	a) By direct recruitment	must possess the qualification prescribed for direct recruitment. The post of Deputy Controller of Finance and Deputy Controller of Finance (Costing) are not interchangeable. Deputy Controller of Finance (Costing) will have the same privileges and powers of other Deputy Controller of Finance. Age: Should not have completed 35 years of age as on 1st day of July during the year in which selection for appointment in made. (B.R.No.291/90, dated 10.7.90) (B.R.Misc.No.15/90, dt.17.7.90) 1. Degree in Engineering or M.Sc., with Applied Science or Mathematics or Statistics or Physics as a Main subject or Membership of the Institute of Chartered or Cost Accountant or M.B.A. with Finance or M.C.A. 2. 5 years experience in System Analysis, Computer Programming and applications, out of which 2 years in the capacity of the Senior System Analyst or comparable position.

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
12	Senior System Analyst Rs.9100-275-14050	<p>or</p> <p>b) By promotion</p> <p>or</p> <p>a) By direct recruitment</p> <p>or</p> <p>b) By promotion</p>	<p>B.R.No.107/90, dt.9.2.90 (B.P.No.14/90, dt.14.6.90)</p> <p>From Senior System Analysts, Must have put in not less than 5 years of experience as Senior System Analyst.</p> <p>B.R.No.113/94, dt.16.6.94 (B.P.No.31/94, dt.14.7.94)</p> <p>1. Degree in Engineering or M.Sc., with Applied Science or Mathematics or Statistics or Physics as a Main subject or Membership of the Institute of Chartered or Cost Accountant or M.B.A. with Finance or M.C.A.</p> <p>2. Three years experience in System Analysis, Computer Programming and application in a large organisation.</p> <p>B.R.No.107/90, dt.9.2.90 (B.P.No.14/90, dt.14.6.90)</p> <p>From System Analysts. Must have put in 5 years of service as System Analysts. (B.P.No.31/94, dt.14.7.94)</p>

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
13	System Analyst Rs.8000-275-13500	<p>a) By direct recruitment</p> <p>or</p> <p>b) By promotion (The ratio fixed between Direct recruitment and promotion is 1:2 respectively)</p> <p>or</p> <p>b) By promotion</p> <p>or</p> <p>c) by transfer</p>	<p>1. Degree in Engineering or M.Sc., with Applied Science or Mathematics or Statistics or Physics as a Main subject or MBA with finance or Membership of the Institute of Chartered or Cost Accountant or M.C.A.</p> <p>2. Three years experience in Computer Programming Data Processing and applications. Degree in Computer Science/Computer Applications and Post Graduate Diploma in Computer Science will be preferred.</p> <p>(B.P.No.14/90, dt.14.6.90) (B.P.No.107/90, dt.14.7.90)</p> <p>From Programmers. Minimum of 5 years of service as Programmer. Must be able to examine and analyse various systems proposed for computerisation.</p> <p>B.R.No.113/94, dt.16.6.94 (B.P.No.31/94, dt.14.7.94)</p> <p>From other services in the Board in the same scale of pay. Must have had training in Data Processing, Computer applications from a recognised Institute with</p>

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
14	Assistant Industrial Relations Manager Rs.8000-275-13500 Post abolished vide : Res.No. 319/2007, dt.04.12.07	By promotion	exposure in the use of computer is desirable. (B.P.No.14/90, dt.14.06.1990)
15	Senior Administrative Officer Rs.8000-275-13500		From persons in the cadre of Administrative Officers with not less than 5 years of service <u>Note</u> The service put in the post of Accounts Officers by qualified incumbent for the post of Admv. Officer shall also be reckoned to determine the minimum service of 5 years in the cadre of Administrative Officers. B.R.No.113/94, dt.16.6.94 (B.P.No.31/94, dt.14.7.94)
16	Senior Accounts Officer Rs.8000-275-13500		a) By Direct recruitment

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
17	Information and Facilitation officer Rs.8000-275-13500 upgraded as Manager Customer Care Rs.10000-325-15200 Bd.Res.No.182/07,	or b) By promotion (The ratio fixed between Direct recruitment and promotion is 1:2 respectively) By direct recruitment	on 1st day of July of the year in which selection for appointment is made. From persons in the cadre of Accounts Officers with not less than 5 years of service. Must have passed the tests prescribed for becoming eligible for promotion as Accounts Officer. <u>Note</u> The service put in the post of Admv. Officers by the qualified incumbent for the post of Accounts Officer shall also be reckoned to determine the minimum service of 5 years in the cadre of Accounts Officer. B.R.No.113/94, dt.16.6.94 (B.P.No.31/94, dt.14.7.94) Must possess a Bachelors Degree of any University recognised by the University Grants Commission and Diploma in Public Relations from an institution recognised by State or Central Government (or) Degree in Public Relations Must have put in not less than five years of service as

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
18	dt.04.06.07 (till the incumbents retire) Administrative Officer Rs.5900-200-9900 Accounts Officer Rs.5900-200-9900	or By Promotion or By transfer from any other service By promotion	Officer in the fields of Public Relations <u>Age:</u> Should not have completed 35 years of age as on 1st day of July during the year in which appointment is made. Grade VI or Grade VII Officers (in the cadre of A.O. or J.A.O.) with the educational qualification prescribed for direct recruitment. Must have put in atleast 5 years of service in the Board. Experience in Public Relations is desirable. Must have put in not less than 5 years of service experience in the field of Public Relations with the educational qualification prescribed for the direct recruitment. B.R.No.303/2000, dt.18.9.2000 (B.P.No.33/2000, dt.20.09.2000) Must have put in not less than 3 years of service in the cadre of Junior Administrative Officer and must have passed the test prescribed for the post of Junior Administrative Officer

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
19		By promotion	<u>Note</u> The service put in the post of Jr. Accounts Officer by the qualified incumbent for the post of Jr. Admv. officer shall also be reckoned to determine the minimum service of 3 years in the J.A.O. cadre. B.R.No.235/93, dt.8.9.93 (B.P.No.31/93, dt.17.09.93) Must have put in not less than 3 years of service in the cadre of Junior Accounts Officer and must have passed the test prescribed for the post of Junior Accounts Officer <u>Note</u> The service put in the post of Jr. Admv. Officer by the qualified incumbent for the post of Jr. Accounts Officer shall also be reckoned to determine the minimum service of 3 years in the cadre of Jr. Accounts Officer cadre. B.R.No.235/93, dt.8.9.93 (B.R.No.31/93, dt.17.09.93)

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(ii) The Chennai Metropolitan Water Supply and Sewerage Board Engineering and Technical Service

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
1	Chief Engineer Rs.16400-450-20000	By promotion	From the Engineering Personnel in the cadre of Superintending Engineer with 3 years of service as S.E. B.R.No.113/94, dt.16.6.94 (B.P.No.31/94, dt.14.07.94)
2	Superintending Engineer Rs.14300-400-18300	By promotion	From the Engineering personnel in the cadre of Executive Engineer. Must possess Degree in Engineering / A.M.I.E. Must have rendered atleast 3 years of service as Executive Engineer.
3	Executive Engineer Rs.10000-325-15200	By promotion	From the Engineering personnel in the cadre of Assistant Executive Engineer (Civil/Mech. and Elec.) with not less than 5 years of service in the above post.
4	Hydrogeologist Rs.10000-325-15200	(a) By promotion	From the holders of the post of Assistant Executive Engineer or Deputy Hydro geologist with not less than 5 years experience in Ground Water Technology in that cadre of which 3 years should be in the field.

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(ii) The Chennai Metropolitan Water Supply and Sewerage Board Engineering and Technical Service

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
5	Purchase Manager and Inventory Control Manager Rs.10000-325-15200	(b) By transfer from the cadre of Executive Engineer (a) By Direct Recruitment	Transfer from the holders of the post of Executive Engineer with 5 years of total experience in Ground Water Technology. Must possess a Degree in Engineering (Civil Mechanical or Electrical) with M.B.A. (Materials Management) or Post Graduate Diploma in Materials Management and with 5 years experience in middle level Management in Materials. Age: Should not have completed 40 years of age as on 1st day of July of the year in which selection for appointment is made
6	Chief Analyst Rs.9100-275-14050	(b) By promotion (a) By Direct Recruitment (b) By Promotion	From the cadre of A.E.E. with the above qualifications B.P.No.14/85, dt.9.10.85 Must possess a Master's Degree in Chemistry with minimum practical experience of 5 years in any Water Testing laboratory/Any Research Laboratory. From among the holder of the post of Chief Chemist, Water Analyst, Grade V with experience of

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
7	Asst. Executive Engineer (Civil and Mechanical) Rs.8000-275-13500	By Promotion	<p>not less than 7 years of service as Water Analyst/Chief Chemist or any other equivalent post. B.R.No.450/90, dated. 10.12.90 (B.P.No.30/90, dated. 17.12.90)</p> <p>From Assistant Engineer/Junior Engineer (Civil and Mechanical) Degree holders in the post of Asst.Engineer must have put in a minimum of 5 years of service. The candidates possessing Diploma in Civil and Mechanical Engineering of the State Board of Technical Education and Training or any other Diploma equivalent to the same must have put in a total service of not less than 10 years as Junior Engineer. Persons (Diploma holders) acquiring Degree qualification in Engineering after entering service every year of service put in from the date of acquiring Degree qualification shall be treated as equivalent to 2 years of service in the normal course (as Diploma holders) for the purpose of total computation of 10 years and must have passed the test conducted Departmentally on-</p> <ol style="list-style-type: none"> 1. CMWSS Act.1978 2. CMWSS Board office Manual

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
8	Asst. Executive Engineer (Electrical) Rs.8000-275-13500	By Promotion	<ol style="list-style-type: none"> 3. CMWSS Board Service Regulations 4. Materials Management 5. Accounting Manual (Lower) 6. Labour Laws. <p>The ratio of 3:1 should be adopted between Asst. Engineers and Junior Engineers. B.R.No.251/93, dt.15.11.93 (B.P.No.32/93, dt.17.11.1993)</p> <p>From Assistant Engineer/Junior Engineer (Electrical) Degree holders in the post of Asst. Engineer (Electrical) must have put in a minimum of 5 years of service. The candidates possessing Diploma in Electrical Engineering of the State Board of Technical Education and Training or any other Diploma equivalent to the same must have put in a total service of not less than 10 years as Junior Engineer (Electrical) Persons (Electrical) acquiring Degree qualification in Engineering after entering service every year of service put in from the date of acquiring Degree qualification shall be treated as equivalent to 2 years of service in the normal course (as Diploma holders) for the purpose of total computation of 10 years and must have passed the</p>

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
7	Asst. Executive Engineer (Civil and Mechanical) Rs.8000-275-13500	By Promotion	test conducted Departmentally on- 1. CMWSS Act. 1978 2. CMWSS Board Office Manual 3. CMWSS Board Service Regulations 4. Materials Management 5. Accounting Manual (Lower) 6. Labour Laws. The ratio of 3:1 should be adopted between Asst. Engineers and Junior Engineers. B.R.No.251/93, dt.15.11.93 (B.P.No.32/93, dt.17.11.93)
9	Deputy Hydrogeologist Rs.8000-275-13500	By Promotion	From Assistant Hydro geologist. Must have put in not less than 5 years of service and must have passed the test conducted departmentally on 1. CMWSS Act.1978 2. CMWSS Board Office Manual 3. CMWSS Board Service Regulations B.R.No.113/94, dt.16.6.94 B.P.No.31/94, dt.14.07.94)

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
10	Water Analyst/Chief Chemist Rs.8000-275-13500	By Promotion	Persons from Assistant Water Analyst/Chemist. Must have put in not less than 5 years of service in the above posts and must have passed the test conducted departmentally on 1. CMWSS Act.1978 2. CMWSS Board Office Manual 3. CMWSS Board Service Regulations
11	Agricultural Specialist Rs.6500-200-11100	Abolished vide : B.R.No.215/07, dt.23.04.07	
12	Assistant Engineer (Civil & Mechanical) Rs.6500-200-11100	By direct recruitment and By transfer from any other class or category	Musts possess a degree in Engineering (Civil or Mechanical) of any university or Institution recognised by the University Grants Commission for the purpose of its grant. A degree in Production Engineering or Industrial Engineering awarded by the Anna University also recognised as equivalent to B.E. (Mechanical) for the purpose of appointment to the above said post. Provided that preference shall be given to persons who have acquired master's Degree in Public Health Engineering granted by an University or Institution recognised by the University

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
			Grants Commission for the purpose of its grant. A pass in section A & B of the A.M.I.E. Examination B.R.No.78/94, dt.16.6.94 (B.P.No.29/94, dt.07.07.1994)
			A ratio of 3:1 i.e. three Graduate Engineers by direct recruitment or by transfer and one Diploma holder by promotion.
			A Junior Engineer Civil/Mechanical on the acquisition of a Degree in Civil/Mechanical or pass in Section-A & B of the A.M.I.E. shall be redesignated as Asst. Engineer (Civil/Mechanical) allowing him the scale of pay attached to the said post he will be assigned the rank below the name of the last Asst. Engineer in service in the list of approved candidate drawn by the Board subject to the rule of reservation for appointment as Asst. Engineers in that year prior to the acquisition of the Engineering Degree by the Junior Engineer, i.e., the day following the last day of the Examination.
			B.R.No.139/92, dt.29.6.92 B.R.No.78/94, dt.16.6.94

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
13	Assistant Engineer (Electrical) Rs.6500-200-11100	By direct recruitment and By transfer from any other class or category	Must possess a Degree in Electrical Engineering or Electrical and Electronics Engineering or Electronics and Communication Engineering of any University or Institution recognised by the University Grants Commission for the purpose of its grant. Provided that preference shall be given to persons who have acquired Master's Degree in Electrical Engineering of any University or Institution recognised by the University Grants Commission for the purpose of its grant or a pass in section A & B of the A.M.I.E. Examination with Electrical or Electrical and Electronics or Electronics & Communication. (B.R.No.139/92, dt.29.6.92)
			A ration of 3:1 i.e. 3 Graduate Engineers by direct recruitment or by transfer and one Diploma Holder by promotion (B.R. No.34/85, dt.18-2-85)
			A Junior Engineer (Electrical) on the acquisition of a Degree in Electrical Engineering or Electrical and Electronics Engineering or Electronics and Communication Engineering or a pass in Section-A & B of the A.M.I.E. Examination with Electrical or Electrical & Electronics or Electronics and

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
14	Assistant Hydro geologist Rs.6500-200-11100	By direct recruitment or By transfer of qualified Personnel from any other service of the Board.	Communication as a subject shall be re designated as Asst. Engineer (Electrical) allowing him the scale of pay attached to the said post and he will be assigned the rank below the name of the last among the Asst. Engineer in service in the list of approved candidate drawn up by the Board subject to the rule of reservation for appointment as Asst. Engineer in that year prior to the acquisition of the Engineering Degree by the Junior Engineer, i.e., the day following the last day of the Examination. B.R.No.139, dt.29.6.92. Must possess M.Sc., Geology of any University recognised by University Grants Commission or its equivalent. Must possess M.Sc., Geology of any University recognised by University Grants Commission or its equivalent.

The posts in Sl.No.from 1 to 9 above shall be selection posts and promotions to these posts shall be made On grounds of merit and ability, seniority being considered where merit and ability are approximately equal.

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(iii) The Chennai Metropolitan Water Supply and Sewerage Board Engineering and Technical Sub- Ordinate Service

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
1	Assistant Water Analyst/Chemist Rs.5900-200-9900	By direct recruitment or By transfer from any other service	A degree in Science from a university recognised by the University Grants Commission with Chemistry as the main subject. A degree in Science from a university recognised by the University Grants Commission with Chemistry as the main subject.
2	Junior Engineer (Civil & Mechanical) Rs.5500-175-9000	By promotion	Diploma holders in Civil and Mechanical Engineering in the categories of Surveyor-cum-Draughtsman and Mechanical Operator and allied posts. Must have put in a minimum service of five years. B.R.No.113/94, dt.16.6.94 (B.P.No.31/94, dt.14.07.94)
3	Junior Engineer (Electrical) Rs.5500-175-9000	By promotion	Diploma holder in Electrical Engineering in the cadre of Electrical Operator H.T. Must have put in a minimum service of five years. (B.R.No.113/94, dt.16.6.94) (B.P.No.31/94, dt.14.07.94)

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
4	Farm Manager Rs.5500-175-9000	By promotion	<p>a) From the category of Assistant Agricultural Officer. Must possess minimum general educational qualification</p> <p>b) A pass in 2 years Agricultural Science certificate course either in Gandhi Gramam Rural Institute, Madurai or in Sri Ramakrishna Mission Vidyalaya, Coimbatore and</p> <p>c) Must have put in a minimum service of 5 years in the category of Assistant Agricultural Officer and must have passed the test conducted departmentally on</p> <ol style="list-style-type: none"> 1. CMWSS Act.1978 2. CMWSS Board Office Manual 3. CMWSS Board Service Regulation 4. Labour Laws
5	Photographer Rs.5000-150-8000	By direct recruitment	<p>i) Must possess a diploma in cinematography and sound Engineering (LC&SE) or Diploma in Cinematography awarded by the Institute of Film Technology, Chennai and</p> <p>ii) Must have experience for a period of not less than 2 years in a Private Firm or a Government Undertaking.</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
6	Technical Assistant Rs.5000-150-8000	<p>or</p> <p>By transfer from any other service</p> <p>By direct recruitment</p>	<p>-do-</p> <p>(B.P.Misc.No.45/88, dt.19.12.1988)</p> <p>Diploma in Electronics with minimum one year experience in servicing Radio equipments</p> <p>The Board resolved to down grade the post of Technical Assistant and Technician with lesser scales of pay of Rs.780-1385 and Rs.610-1075 (old scale of pay) respectively. The above downgrade revision will apply only for further recruitment and will not affect the existing three incumbents in service.</p> <p>B.R.No.62/89, dt.27.4.89 (B.P.Misc.No.14/89, dt.15.5.89)</p>
7	Surveyor-cum-Draughtsman Rs.4500-125-7000	<p>By direct recruitment</p> <p>or</p> <p>By transfer from any other service</p>	<p>A Diploma in Civil Engineering awarded by the Board of Technical Education and Training Tamil Nadu or its equivalent.</p> <p>A Diploma in Civil Engineering awarded by the Board of Technical Education and Training, Tamil Nadu or its equivalent.</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
8	Mechanical Operator Rs.4500-125-7000	or By promotion By direct recruitment or By promotion	From Assistant Draughtsman possessing ITI certificate in Draughtsman or Surveyor and must have put in not less than 5 years of service as Assistant Draughtsman. B.R.No.113/94, dt.16.6.94 A Diploma in Mechanical Engineering awarded by the Board of Technical Education and Training, Tamil Nadu or its equivalent. From the categories of Assistant Operator (Mechanical and Instrumentation) and must possess ITI Trade Certificate for Fitter or Welder or Turner or Plumber or Instrument Mechanic and must have put in a minimum of 10 years of service
9	Electrical Operator H.T. Rs.4500-125-7000	By direct recruitment or By transfer from any other service	A Diploma in Electrical Engineering awarded by the State Board of Technical Education and Training, Tamil Nadu or its equivalent. A Diploma in Electrical Engineering awarded by the State Board of Technical Education and Training, Tamil Nadu or its equivalent.

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
10	Operator L.T. Rs.4500-125-7000	By promotion	From Electrician possessing ITI Trade certificate in Electrician or Wireman License issued by TNEB and must have put in a minimum service of not less than 7 years as Electrician.
11	Lab Technician Grade I Rs.4500-125-7000	By promotion	By promotion from Lab. Technician Grade II. Must possess minimum general educational qualification. Must have successfully completed Lab Technician training in Government Institutions or Medical Colleges and must put in a minimum service of not less than 5 years as Lab. Technician Grade II. (B.R.No.113/94, dt.16.6.94) (B.P.No.31/94, dt.14.07.94)
12	Technician (Wireless) Rs.4300-100-6000	By direct recruitment	Passed ITI Trade Test (NTC or NAC) in General Electronics/Radio and TV Maintenance with minimum one-year experience in servicing Radio equipments. The Board also resolved to down grade the post of Technical Assistant and Technician with lesser scales of pay of Rs.780-1385 and Rs.610-1075 respectively. The above downward revision will apply

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
13	Driller Rs.4000-100-6000	By promotion	only for future recruitments and will not affect the existing three incumbents in service. (B.P.Misc.No.14/89, dt.15.5.89) (B.P.No.62/89, dt.27.4.89)
14	Lab Technician Grade II Rs.4000-100-6000	By direct recruitment or By transfer from any other service	Abolished B.R.No.215/2007, dt.23.07.07 Must possess minimum general educational qualification and must have successfully completed Lab. Technician Training in Government Institutions or Medical College.
15	Electrician Rs.4000-100-6000	By promotion	From Electrical Pumps man possessing ITI Trade Certificate in Electrical Wiring or Wireman License issued by TNEB. Must have put in not less than 5 years of service as Electrical Pumps man
16	Assistant Operator (Mechanical & Instrumentation) (Rs.3625-85-4900)	By direct recruitment or By transfer from any other service	(B.R.No.113/94, dt.16.6.94) (B.P.No.31/94, dt.14.07.94) From the categories of Mechanic Grade II, Welder Grade II, Machine Operator Grade II, Fitter Grade II, Pump House Motor Driver, Must Possess ITI Trade certificate for Fitter or Welder or Turner or Plumber

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
17	Assistant Draughtsman Rs.3200-85-4900	By direct recruitment	or Instrument Mechanic. Must have put in a minimum service of not less than 5 years in their respective posts. Abolished B.R.No. 215/07, dt.23.07.07
18	Driver (Motor Vehicle) Rs.3200-85-4900	By direct recruitment or By appointment of persons from any other service by transfer	Abolished vide B.R.No.215/07, dt.23.07.07 Must possess License for driving Heavy Vehicles in the case of Lorries and Light Motor Vehicles License in the case of Cars, Jeeps, Vans and must have practical experience in driving Motor Vehicles for a period not less than one year. Must have passed VIII Standard. Must possess License for driving Heavy Vehicles in the case of Lorries and Light Motor Vehicles License in the case of cars, Jeeps, Vans and must have passed VIII Standard.

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
19	Motorcycle Messenger Rs.3200-85-4900	By direct recruitment or By transfer from any other service	<ul style="list-style-type: none"> i) Must not have completed thirty years of age on the 1st day of July of the year in which the selection for appointment is made ii) Must possess a good physique and iii) Must possess a current driving license of motorcycle issued by a competent authority under the Motor Vehicles Act 1939 with practical experience of driving a motorcycle for a period of not less than 5 years and iv) Must have passed Illrd Form or VIII Standard. B.R.No.65/91, dt.6.3.91 (B.P.No.Misc.6/91, dt.14.3.91)
20	Sewer Superintendent Rs.3200-85-4900	By direct recruitment	From persons working in the category of Time Keepers, Sewer Maistry etc., under Labour Category with not less than 5 years of experience in their respective posts and with experience in Sewer cleaning work.
(1)	(2)	By transfer (3)	i) From the persons working in the category of Time Keepers/Sewer Maistry under Labour

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
21	Assistant Agricultural Officer Rs.3050-75-395-80-4590	Abolished vide : B.R.No.215/07, dt.23.07.07	<ul style="list-style-type: none"> Establishment category with minimum five years of experience in their respective category. ii) Must have minimum general educational qualification. B.R.No.239/94, dt.18.11.94 (B.P.No.43/94, dt.18.11.1994)
22	Diesel Generator Driver Rs.4000-100-6000 (Bd.Res.No.70/06, dt.01-03-06)	By transfer from Labour Establishment	From the lower category with 7 years of service provided he has worked in the Diesel Generator Operation Wing for not less than 2 years and must

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
23	Chloronome Operator Rs.4000-100-6000 (Bd.Res.No.70/06, dt.01-03-06)	By transfer from Labour Establishment	pass the Practical Test to be conducted in Diesel Generator operation by the Board. B.R.No.267/91, dt.27.10.91 (B.P.Misc.No.36/91, dt.15.11.1991)
24	Filter Operator Rs.4000-100-6000 (Bd.Res.No.167/05, dt.28-07-05)	By transfer from Labour Establishment	From the lower category with 7 years of service, provided he has worked in the Chloronome Operation Wing for not less than 2 years and must pass the Practical Test to be conducted in Chloronome Operation by the Board. (B.R.no.267/91, dt.27.10.91) (B.R.Misc.No.36/91, dt.15.11.1991)
25	Assistant Driller Rs.3050-75-3950-80-4590	By direct recruitment	Certificate of Competency for Head Works, Fitters granted by the Board of Examiners, Madras. or Certificate of Competency in I.C. Engines for Drivers

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
26	Technician A/V Aids	or By transfer from any other service By direct recruitment	granted by the Board of Examiners, Madras or its equivalent. -do- Diploma in Cinematography
27	Mechanic Grade II Rs.3050-75-3950-80-4590 (The post of 'Drag Bucket Machine Driver' is re designated as Mechanic Gr-II vide B.P.Misc.No.37/93, dt.10.12.93)	By direct recruitment or By promotion	ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic or Mechanic or Diesel Mechanic i) From the category or Plumber or Pipe Line Fitter. Must possess ITI Trade Certificate for Fitter or Plumber and must have put in not less than 5 years of service in their respective posts. ii) From Lower categories. Must possess ITI Trade certificate in Mechanic or Diesel Mechanic or Fitter

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
28	Welder Grade II Rs.3050-75-3950-80-4590	or By transfer from any other service By transfer from Labour Establishment	(B.R.No.113/94, dt.16.6.94) (B.P.No.31/94, dt.14.07.94) (B.P.No.Misc.6/87, dt.2.3.87) i) ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic ii) Must possess I.T.I. part time Craftsman Training Scheme Course, and should have put in a service of not less than 5 years in Lower Grade after acquiring the part time I.T.I. Course. (B.R.No.72/91, dt.6.3.91) (B.P.No.7/91, dt.14.3.91) Abolished Vide : B.R.No.215/07, dt.23.07.07

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
29	Machine Operator Grade II Rs.3050-75-3950-80-4590	By direct recruitment or By transfer from any other service	ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic i) ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic ii) Must possess I.T.I. part time Craftsman Training Scheme Course and should have put in a service of not less than 5 years in Lower Grade after acquiring the part time I.T.I. Course. (B.R.No.72/91, dt.6.3.91) (B.P.No.7/91, dt.14.3.91)
30	Fitter Grade II Rs.3050-75-3950-80-4590	By promotion or By transfer from any other service	From the category of Plumber or Pipeline Fitter. Must possess ITI Trade Certificate for Fitter or Plumber and must have put in not less than 5 years of service in their respective posts. (B.P.No.31/94, dt.14.07.94) (B.P.No.113/94, dt.16.6.94)
		By direct recruitment or By transfer from any other service	ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic i) ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic

Sl.No.	Name of the Post & Scale of Pay .	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
31	Pump House Motor Driver Rs.3050-75-3950-80-4590	By direct recruitment or By transfer from any other service	<p>ii) Must possess I.T.I. part time Craftsman Training Scheme Course and should have put in a service of not less than 5 years in Lower Grade after acquiring the part time I.T.I. Course (B.P.No.72/91, dt.6.3.91) (B.P.No.7/91, dt.14.3.91)</p> <p>From the category of Plumber or Pipe Line Fitter., Must possess ITI Trade Certificate for Fitter or Plumber and must have put in not less than 5 years of service in their respective posts. (B.P.No.31/94, dt.14.07.94) (B.R.No.113/94, dt.16.6.94)</p> <p>ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic</p> <p>i) ITI Trade Certificate in Fitter or Plumber or Turner or Instrument Mechanic.</p> <p>ii) Must possess I.T.I. part time Craftsman Training Scheme Course and should have put in a service of not less than 5 years in</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
32	Electrical Pumps man Rs.3050-75-3950-80-4590	By direct recruitment or By transfer from any other service	<p>Lower Grade after acquiring the part time I.T.I. Course (B.R.No.72/91, dt.6.3.91) (B.P.No.7/91, dt.14.3.91)</p> <p>From the category of Plumber or Pipe Line Fitter. Must possess ITI Trade Certificate for Fitter or Plumber and must have put in not less than 5 years of service in their respective posts. (B.R.No.113/94, dt.16.6.94) (B.P.No.31/94, dt.14.07.94)</p> <p>Must possess the Trade Certificate in the Trade of Electrician issued by ITI or wireman license issued by TNEB</p> <p>Must possess I.T.I. part time craftsman Training Scheme Course and should have put in a service of not less than 5 years in Lower Grade after acquiring the part time I.T.I. Course (B.R.No.72/91, dt.6.3.91) (B.P.No.7/91, dt.14.3.91)</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
33	Plumber/Pipe Line Fitter Rs.3050-75-3950-80-4590	By direct recruitment or By transfer from any other service	ITI Trade certificate in Fitter or Plumber Must possess I.T.I. part time Craftsman Training Scheme Course and should have put in a service of not less than 5 years in Lower Grade after acquiring the part time I.T.I. Course. (B.R.No.72/91, dt.6.3.91) (B.P.No.7/91, dt.14.3.91)
34	Pump Operator Rs.3050-75-3950-80-4590	By promotion	The existing Pump Operators will continue till their retirement in the same post and no further appointment will be made to this post. Hence the qualification, method of recruitment, etc., need not be prescribed. (Res.No.18/91)
35	Field Assistant Rs.2750-70-3800-75-4400	By direct recruitment or By transfer from any other service	Must have passed S.S.L.C. examination or its equivalent and should have been working in a lower cadre atleast for 5 years. - do -

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
36	Fieldman Rs.2750-70-3800-75-4400	By direct recruitment or By transfer from any other service	1. Must possess minimum general educational qualification and 2. A pass in 2 years Agricultural Science Certificate Course either in Gandhi Gramam Rural Institute, Madurai or in Sri Ramakrishana Mission Vidyalaya, Coimbatore. - do -
37	Blue Print Operator Rs.2610-60-3150-65-3540	By Transfer	Must Possess minimum general educational qualification or completed S.S.L.C. Should have satisfactorily undergone training to handle the Ammonia printing machine conducted by the Training Centre of the Board

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iv) The Chennai Metropolitan Water Supply and Sewerage Board General Sub-Ordinate Service

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
1	Programmer Rs.5500-175-9000	By direct recruitment or By promotion	<p>1. Degree in Engineering or M.Sc., with Applied Science or Mathematics or Statistics or Physics as Main subject. Degree in Computer Science and allied subjects preferred.</p> <p>2. Two years experience in Computer programming and knowledge of Computer languages and packages, Experience in Minis/Net working Environment desirable. (B.R.No.107/90, dt.9.2.90) (B.P.No.14/90, dt.14.06.90)</p> <p>From the post of System Operator</p> <p>1. Must possess a degree in Engineering or M.Sc., with Applied Science or Mathematics or Statistics or Physics as a Main Subject. Degree in Computer Science and allied subjects preferred.</p> <p>2. Must have put in a minimum period of 5 years of service in the Board as System Operator. (B.R.No.177/98, dt.29.6.98) (B.P.No.17/98, dt.24.07.98)</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
		or By Transfer	<p>From any other services in the Board in the pay scale of Rs.1400-2600 (revised scale of Rs.5000-150-8300). Training in Computer Programming and Data Processing from a recognised Institute is essential (B.R.No.107/90, dt.9.2.90) (B.P.No.14/90, dt.14.06.90)</p>
2	Junior Administrative Officer Rs.5500-175-9000	By promotion	<p>From Assistants:</p> <p>a) Must have put in a minimum of 5 years of service as Assistant and</p> <p>b) Must have passed the test conducted departmentally on</p> <p>1. Materials Management 2. Labour Laws 3. Accounting Manual (Lower) and must have passed the test prescribed for Jr. Assistant for promotion as Assistant. (B.P.No.31/93, dt.17.09.93)</p>
3	Junior Accounts Officer Rs.5500-175-9000	By promotion	<p>From Assistants:</p> <p>a) Must have put in a minimum of 5 years of service as Assistant and</p> <p>b) Must have passed the test conducted</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
3A	Depot Manager Gr.I Rs.5500-175-9000 B.R.No.318/07, dt.04.12.07	By Promotion	<p>departmentally on</p> <ol style="list-style-type: none"> 1. Accounting Manuals of the Board 2. Budgeting and Billing and Collection Manuals 3. Materials Management Manual 4. Elements of Book Keeping - Batliboi 5. Elements of Auditing <ol style="list-style-type: none"> a. Internal Audit Manual of the Board b. Internal Audit Manual for Public Sector Undertakings of Tamil Nadu Government Auditing 6. Business Organisation and Office Management by shukla or any standard book (e.g.) Ghosh and Bhusan and must have passed the Test prescribed for Jr. Assistant for promotion as Assistant. (B.P.No.31/93, dt.17.09.93) <p>From the category of Depot Manager Gr.II with minimum 5 years of service as Depot Manager Gr.II must have passed the Departmental Test prescribed for promotion on the post of Junior Accounts Officer.</p>
4	Junior Public Relations Officer Rs.5500-175-9000	By direct recruitment	Must possess a Bachelors Degree of any University recognised by the University Grants Commission and Diploma in Public Relations from an Institution

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
	Upgraded as Deputy PRM Rs.8000-275-13500 B.R.No.80/2006, dt.01-03-06	<p>By promotion</p> <p>or</p> <p>By Transfer from any other service</p>	<p>recognised by State or Central Government (or) Degree in Public Relations.</p> <p>Must have atleast five years of experience in the field of Public Relations.</p> <p><u>Age:</u> Should not have completed 35 years of age as on 1st day of July during the year in which appointment is made</p> <p>Grade IX (Assistant) or Grade X (Junior Assistant) with the educational qualification prescribed for direct recruitment. Must have put in atleast 5 years service in the Board.</p> <p>Must have put in not less than 5 years of service experience in the field of Public Relations with the educational qualification prescribed for the direct recruitment. (B.R.No.303/2000, dt.18.9.2000) (B.P.No.33/2000, dt.20.09.2000)</p>
5	System Operator Rs.5300-150-8300	By direct recruitment	Bachelor's Degree in any discipline. 2 years experience in Computer operations in Government/

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Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
		<p>or</p> <p>By promotion</p> <p>or</p> <p>By transfer from any other service</p>	<p>Public Sector/Recognised Private Organisation. Experience with Mini-Computer and recognised Diploma in Computer operation is desirable. (B.R.No.107/90, dt.9.2.90) (B.P.No.14/90, dt.14.06.1990)</p> <p>From the post of Data Entry Operator</p> <p>1. Bachelor's Degree in any discipline. 2 years experience in computer operations in Government Public Sector/Recognised Private Organisation. Experience with Mini Computer and recognised Diploma in Computer operations is desirable.</p> <p>2. Must have put in a minimum period of 5 years of service in the post of Data Entry Operator.</p> <p>Bachelor's Degree in any discipline. Must possess the Diploma in Computer Applications. Knowledge of Computer applications is considered preferable. (B.R.No.177/98, dt.29.6.98) (B.P.No.17/98, dt.24.07.98)</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
6	Steno Typist Grade I Rs.5300-150-8300	By promotion	From the persons working in Grade II (B.R.No.73/94, dt.16.6.94) (B.P.No.26/94, dt.29.06.94)
7	Steno Typist Grade II Rs.5000-150-8000	By promotion	From the persons working in Grade III (B.R.No.73/94, dt.16.6.94) (B.P.No.26/94, dt.29.06.94)
8	Assistant Rs.4000-100-6000	By promotion	<p>1. <u>From Junior Assistant:</u> Must have put in not less than three years of service as junior Assistant and must have passed the test.</p> <p>1. CMWSS Act.1978 2. CMWSS Board Office Manual 3. CMWSS Board Service Regulations (B.P.Misc.No.15/85, dt.29.11.85)</p> <p>2. <u>Typist:</u> Must have put in not less than 4 years as Typist and should have worked as Junior Assistant for a period of not less than 1 year before their promotion and they should pass the test prescribed above.</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
9	Depot Manager Grade II Rs.4000-100-6000	By promotion	The ratio fixed between Junior Assistant/Typist is 3:1 (B.P.No.26/94, dt.29.06.94) From the category of Depot Manager with minimum 5 years of service experience as Depot Manager (B.R.No.428/2000, dt.20.12.2000) Must have passed the test conducted departmentally on 1. CMWSSB Act.1978 2. CMWSSB Office Manual 3. CMWSSB Employees Service Regulations
10	Steno-Typist Grade III Rs.4000-100-6000	By direct recruitment	a) Must possess the minimum general educational qualification b) Must have passed the Govt. Technical Examination in Typewriting English by the Higher Grade and Shorthand English by the Higher Grade. If however candidates who have passed Shorthand English by the Higher Grade are not available, those who have passed the Intermediate Examination in Shorthand English may be appointed and c) Must have passed the Tamil Typewriting by the Lower Grade and Shorthand Tamil by the Lower Grade. (B.P.No.26/94, dt.29.06.94 & B.P.No.35/94, dt.4.10.1994)

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
11	Typist Grade I Rs.4000-100-6000	or By transfer from any other service By Promotion	Must possess the qualification prescribed for direct recruitment. (B.P.No.35/94, dt.4.10.1994) From the post of Typist: Must have put in not less than 18 years of service as Typist & subject to exercising of an option to remain in the Typist line. (B.P.No.06/95, dt.08.03.1995) (B.R.No.6/95, dt.30.1.95)
12	Librarian Rs.4000-100-6000	By direct recruitment or By transfer from any other service	Diploma/Certificate in Librarianship with one year experience Diploma/Certificate in Librarianship with one year experience (B.R.No.362/88, dt.1.12.88) (B.R.Misc.No.45/88, dt.19.12.1988)
13	Data Entry Operator Rs.4000-100-6000	By direct recruitment	A pass in PUC or Higher Secondary Certificate. Certificate of Data Entry Operator course from a

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
14	Junior Assistant Rs.3200-85-4900	By direct recruitment or By transfer from any other service	<p>recognised Institute (Government or its equivalent) and 2 years experience in the field of Data Entry Operation (Preferably using P.Cs) in Government/Public/Reputed Private Organisation with minimum speed of 10000 key depression per hour. (B.P.No.107/90, dt.14.6.90) (B.P.No.14/90, dt.14.06.1990)</p> <p>A pass in PUC or Higher Secondary Examination conducted by the State Board or Central Board. Must possess a Certificate in Data Entry Operation from a recognised Institute or its equivalent. Must put in atleast 2 years service in the Board. (B.R.No.177/98, dt.29.6.98) (B.P.No.17/98, dt.24.07.98)</p> <p>Must possess a degree of any university recognised by the University Grants Commission. Preference will be given to B.Com. graduates or B.A. Company Secretary graduates.</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
		By promotion or By transfer or By transfer from any other service	<p>From Record Assistant subject to condition that they must possess 1) Minimum General Educational qualification and 2) Must have put in not less than 10 years service as Record Assistant or i) Must possess a degree with 5 years of service as Record Assistant provided that a ratio of 1:4 shall be adopted between the promotees from Record Assistants and Direct Recruitment.</p> <p><u>From Telephone Operator subject to the condition that they</u> Must possess minimum General Educational qualification and Must have put in not less than 5 years of service as Telephone Operator.</p> <p>i) Persons employed in any other category in Board's service can be transferred and appointed as Junior Assisatnt, if they possess degree qualification of any University recognised by the University Grants Commission</p>

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
15	Typist Rs.3200-85-4900	By direct recruitment or By transfer from any other service	ii) Preference will be given for B.Com. or B.A. Company Secretary Graduates. B.R.No.69/06, dt.01.03.06 Must possess the minimum general educational qualification and must have passed the Government Technical Examination in typewriting English by the higher grade and Tamil by the lower grade
16	Depot Manager Rs.3200-85-4900	By direct recruitment or By recruitment by transfer from any other service	Must possess the minimum general educational qualification and must have passed the government technical examination in Typewriting English by the higher grade and Tamil by the lower grade. B.R.No.69/06, dt.01.03.2006 Must possess a degree of any University recognised by University Grants Commission. Must possess minimum general educational qualification and should have put in a service of not less than 5 years in Lower cadres after acquiring the minimum general educational qualification.

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
17	Telephone Operator Rs.3200-85-4900	By direct recruitment or By transfer from any other service	Must possess the minimum general educational qualification and undergone Training course for Telephone Operator conducted by Post and Telegraphs Department. - do -
18	Sergeant Rs.2750-70-3800-75-4400		Abolished B.R.No.215/2007, dt.23.07.07
19	Record Assistant Rs.2610-60-3150-65-3540	1) By direct recruitment 2) By transfer	Must have passed 10th Std or its equivalent. 1. Must have passed the III Form/VIII Standard in a recognised Secondary School or must possess the Indian Army I Class certificate or education of the Indian Army III Class English certificate.

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
			<p>2. Must have completed 3 years of service as Office Assistants under the CMWSS Board Basic Servants service. (B.P.No.18/92, dt.22.10.1992) (B.R.No.205/92, dt.15.10.92)</p>

V. The Chennai Metropolitan Water Supply and Sewerage Board basic Servants Services

Sl.No.	Name of the Post & Scale of Pay	Method of recruitment	Qualification
(1)	(2)	(3)	(4)
1.	Office Assistant Rs.2550-55-2660-60-3200	By direct recruitment	Must possess ESLC, i.e. VIII Standard or candidates failed in S.S.L.C. and must be able to ride bicycle.
2.	Watchman Rs.2550-55-2660-60-3200	By direct recruitment	Must be able to read and write Tamil exemption can be given in respect of Gurkha Watchman only.
3.	Sanitary worker RS.2550-55-2660-60-3200	By direct recruitment	Must be able to read and write Tamil.
4.	Sweeper Rs.2550-55-2660-60-3200	By direct recruitment	Must be able to read and write Tamil. Exemption can be given in respect of legal heir appointments. B.P.No.48/87, dt.16.10.87

1. Sanitary Worker
 2. Director
 3. Sewerage
 - Sanitary Worker

6A In the case of direct recruitment wherever no age limit is Prescribed under the Column "Qualification" the following Rules shall apply:

"No person shall be eligible for direct recruitment if he/she has completed or will complete 30 years of age as on the first day of July of the year in which the selection for appointment is made, provided that the age limit prescribed shall be increased by five years in respect of candidates belonging to Scheduled Caste/Scheduled Tribe, Most Backward Class or Backward Class"

The age limit specified for appointment to the posts shall, in the case of appointment of candidates from the Employment Exchange, be reckoned from the date of calling for names of eligible candidates from the Employment Exchange concerned

In respect of candidates belonging to Most Backward Classes and Denotified Communities, who do not possess a qualification higher than the minimum general educational qualification (Secondary School Leaving Certificate) the age limit for direct recruitment to the posts for which Secondary School Leaving Certificate or below is prescribed as the minimum educational qualification at entry level, be enhanced from 30 (thirty) years to 32 (thirty two) years. (B.P.No.9/89, dt.10.05.89), (B.P.No.40/91, dt.20.11.91) and (B.P.No.2/94, dt.17.01.94) (B.R.No.9/94, dt.12.1.94)

6-A (I) "The age limit be raised to 48 years in the case of Ex-Servicemen not belonging to SC/ST, B.C., M.B.C. and to 53 years in the case of Ex-servicemen belonging to SC/ST, B.C., M.B.C.

(B.P.No.120/90, dt.9.2.90)

(B.P.Misc.No.5/90, dt.21.02.90)

6-B The Board shall have powers to relax any of these Special Regulations as may be found necessary in exceptional cases.

6-C The Method of selection for the initial level appointments to various services for which minimum qualification prescribed is a basic degree/diploma in Engineering shall be as follows:

i) 65% weightage for marks obtained by the candidate in the qualifying Board/University Examination.

ii) 25% weightage for marks obtained in the written examination (objective type) conducted by the Selection Committee of the Board or by the any other Committee or Agency appointed or nominated by the Board.

iii) 10% weightage for personal interview.
(B.P.No.115/91, dt.12.04.91)
(B.P.No.19/91, dt.02.05.1991)

7. DEPARTMENTAL UNIT:

For purposes of direct recruitment, promotion, seniority, probation, discharge for want of vacancy re-appointment of probationers and approved probationers and appointed as full members, the entire Board's Officers under the Board shall form a single unit.

8. APPOINTING AUTHORITY :

The appointing authorities for the various categories of posts in the Board by direct recruitment by transfer or by promotion are specified below:

APPOINTMENT

Sl. No.	Name of the Posts & Scale of Pay	Appointing Authority
1	Group-A Chief Engineer Rs.16400-450-20000	Board with the prior approval of the Government
2	Chief Controller of Finance Rs.15000-400-18600	- do -
3	Secretary-cum-General Manager / Controller of Finance / Superintending Engineer / Internal Auditor / Financial Analyst Rs.14300-400-18300	- do -
3A	IT Manager/Deputy General Manager Rs.12000-375-16500	- do -
4	Staff Manager / Industrial Relations Manager / Public Relations Manager / Deputy Controller of Finance / Deputy Controller of Finance (C) / Data Processing Manager / Executive Engineer/Hydrogeologist / Purchase Manager/Inventory Control Manager Manager (CC) Rs.10000-325-15200	Managing Director with the approval of the Board
5	Group-B Senior System Analyst/Chief Analyst Rs.9100-275-14050	Managing Director with the approval of the Board
6	GROUP-B Medical Officer / Assistant Executive Engineer / Chief Chemist / Water Analyst / Deputy Hydrogeologist / Senior Admv. Officer / Senior Accounts Officer / System Analyst / <u>Information & Facilitation Officer</u> / Deputy Public Relation Manager Rs.8000-275-13500	Managing Director with the approval of the Employment Committee

7	Assistant Engineer / Assistant Hydrogeologist Rs.6500-200-11100	- do -
8	Admv. Officer / Accounts Officer / Assistant Water Analyst / Chemist Rs.5900-200-9900	- do -
9	Junior Engineer / Programmer / Farm Manager / Junior Admv. Officer / Junior Accounts Officer / Depot Manager Grade I Rs.5500-175-9000	- do -
10	Group-C Steno-Typist Grade I / System Operator Rs.5300-150-8300	- do -
11	Photographer / Technical Assistant / Steno-Typist Grade II Rs.5000-150-8000	- do -
GROUP-C		
12	Draughtsman-cum-Surveyor / Mechanical Operator / Electrical Operator H.T. / Operator L.T. / Lab. Technician Grade I Rs.4500-125-7000	Managing Director with the approval of the Employment Committee
13	Technician Rs.4300-100-6000	- do -
14	Assistant / Steno-Typist Grade III / Depot Manager Grade II Librarian	- do -

	Data Entry Operator / Typist Grade I / Lab. Technician Grade-I / Electrician / Filter Operator / Chloronome Operator/ Diesel Generator Driver Rs.4000-100-6000	
15	Assistant Operator (M & I) Rs.3625-85-4900	- do -
16	Junior Assistant / Typist / Depot Manager / Driver / Telephone Operator/ Motor Cycle Messenger / Sewer Superintendent Rs.3200-85-4900	- do -
17	Plumber / Mechanic Grade II / Pump House Motor Driver / Machine Operator Grade II / Fitter Grade II / Pipe Line Fitter / Assistant Driller / Electrical Pumps man Rs.3050-75-3950-80-4590	- do -
	GROUP-D	
18	Field Man / Field Assistant Rs.2750- 70-3800-75-4400	Managing Director
19	Blue Print Operator / Record Assistant Rs.2610-60-3150-65-3540	- do -
	GROUP-D	
20	Officer Assistant / Sweeper / Sanitary Worker / Watchman / Gurkha Watchman Rs.2550-55-2660-60-3200	- do -

PROMOTIONS

Sl. No.	Name of the Posts & Scale of Pay	Authority competent to approve Promotions
1	Group-A Chief Engineer Rs.16400-450-20000	Board with the prior approval of the Government
2	Chief Controller of Finance Rs.15000-400-18600	- do -
3	Secretary-cum-General Manager / Controller of Finance / Superintending Engineer / Internal Auditor / Financial Analyst Rs.14300-400-18300	Board (B.P.No.26/96, dt.14.08.96)
3A	IT Manager/Deputy General Manager Rs.12000-375-16500	- do -
4	Staff Manager / Industrial Relations Manager / Public Relations Manager / Deputy Controller of Finance / Deputy Controller of Finance (C) / Data Processing Manager / Executive Engineer / Hydrogeologist / Purchase Manager / Inventory Control Manager / Manager (CC) Rs.10000-325-15200	Board
	GROUP-B	
5	Senior System Analyst/Chief Analyst Rs.9100-275-14050	- do -
6	GROUP-B Medical Officer / Assistant Executive Engineer / Chief Chemist / Water Analyst / Deputy Hydrogeologist / Senior Admv. Officer / Senior Accounts Officer / System Analyst / Information & Facilitation Officer / Deputy PRM Rs.8000-275-13500	Managing Director

7	Assistant Engineer / Assistant Hydrogeologist Rs.6500-200-11100	- do -
8	Admv. Officer / Accounts Officer / Assistant Water Analyst / Chemist Rs.5900-200-9900	- do -
9	Junior Engineer / Programmer / Farm Manager / Junior Admv. Officer / Junior Accounts Officer / Depot Manager Grade I / Junior Public Relations Manager Rs.5500-175-9000 <u>GROUP-C</u>	- do -
10	Steno-Typist Grade I / System Operator Rs.5300-150-8300	- do -
11	Photographer / Technical Assistant / Steno-Typist Grade II Rs.5000-150-8000 <u>GROUP-C</u>	- do -
12	Draughtsman-cum-Surveyor / Mechanical Operator / Electrical Operator H.T. / Operator L.T. / Lab. Technician Grade I Rs.4500-125-7000	General Manager
13	Technician Rs.4300-100-6000	- do -
14	Assistant / Steno-Typist Grade III / Depot Manager Grade II Librarian	- do -

	Data Entry Operator / Typist Grade I / Driller / Lab. Technician Grade-I / Electrician, Filter Operator / Chloronome Operator / Diesel Generator Driver Rs.4000-100-6000	
15	Assistant Operator (M & I) Rs.3625-85-4900	- do -
16	Junior Assistant / Typist / Depot Manager / Driver / Telephone Operator/ Motor Cycle Messenger / Sewer Superintendent Rs.3200-85-4900	- do -
17	Plumber / Mechanic Grade II / Pump House Motor Driver / Machine Operator Grade II / Fitter Grade II / Pipe Line Fitter / Assistant Driller / Electrical Pumps man Rs.3050-75-3950-80-4590 <u>GROUP-D</u>	- do -
18	Field Man / Sergeant / Field Assistant Rs.2750-70-3800-75-4400	General Manager
19	Blue Print Operator / Record Assistant Rs.2610-60-3150-65-3540	- do -