By Speed Post/ Fax/ E-mail
Most Urgent

R.No.8133784/E1/S2/2024

Office of the Director of Public Health and Preventive Medicine, Chennai 6.
Dated: 09.08.2024.

Sub: Establishment – Tamil Nadu Public Health Service – Filling up of the post of Health Officers in Tamil Nadu Public Health Service by recruitment by transfer of service for the year 2024-2025 from the post of Assistant Surgeons working/ worked in the Department of Public Health and Preventive Medicine – Willingness and Service particulars Called for.

Ref: G.O.(D) No.823, Health and Family Welfare (L2) Department, dated 01.08.2024.

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It is informed that, Estimate of Vacancy for the post of Health Officer (Category 3) in Tamil Nadu Public Health Service for the year 2023-2024 has been arrived at 12 and proposal has been submitted to Government vide this office R.No.6336269/E1/S2/2023, dated 26.12.2023. But Government in Government Order cited have approved,

a. Estimate of Vacancy for the post of Health Officer (Category 3) in Tamil Nadu Public Health Service by Direct Recruitment for the years 2022-2023, 2023-2024 and 2024-2024 as 'Nil'.

b. Estimate of Vacancy for the post of Health Officer (Category 3) in Tamil Nadu Public Health Service by Recruitment by transfer of service for the years 2022-2023 and 2023-2024 as 'Nil' and for the year 2024-2024 as '18'.

2. In view of the above, particulars obtained from the Assistant Surgeons in Tamil Nadu Medical Service for preparation of the panel for the post of Health Officer (Category 3) for the year 2023-2024 in anticipation of approval of Estimate of Vacancy by the Government for the year 2023-2024 cannot be processed. Hence it has been decided to obtain fresh willingness from Assistant Surgeons in Tamil Nadu Medical Service for preparing panel for the post of Health Officer (Category 3) in Tamil Nadu Public Health Service for the year 2024-2025 by recruitment by transfer of service.

3. In this connection, willingness have been called for from the holders of the post of Assistant Surgeons in Tamil Nadu Medical Service served / serving for three (3) years in the Department of Public Health and Preventive Medicine or three years Public Health experience in the projects like National Health Mission, Tamil Nadu State AIDS Control Society, Tamil Nadu Health System Project, etc., and possessing the Public Health qualification of Diploma in Public Health, Master of Public Health, M.D (Community Medicine) or equivalent qualifications recognized by the Medical Council of India (MCI) and passed Account Test for Executive Officer. The crucial date for possession of above said qualifications is 15.02.2024.

/...2.../

4. The District Health Officers noted in the despatch entry are requested to circulate this reference among the Assistant Surgeons (approved probationers in the post) working under their administrative control with the qualification and experience mentioned in above said paragraph. He is further requested to obtain and forward the following details from Assistant Surgeon in Tamil Nadu Medical Service who are fully qualified on 15.02.2024 to this office for necessary action.

1. Appointment order copy as Assistant Surgeon in Tamil Nadu Medical Service.
2. Regularization / Declaration of Completion of Probation orders in the post of Assistant Surgeon.
3. Copy of Public Health Qualification passed certificate.
4. Willingness for the post of Health Officer (Category 3).
5. Passing of Account Test for Executive Officers.
6. To furnish certificate to the effect that no Disciplinary/Criminal/ Vigilance/TDP case is contemplated/pending against the willing Assistant Surgeons in Tamil Nadu Medical Service for the period from 16.02.2019 to 15.02.2024 (check period) by verifying the Service Registers of the willing Assistant Surgeons.

5. The required details in the prescribed format along with attested xerox copies of documents mentioned in Sl.No.1 to 6 should reach this office on or before 15.09.2024 without fail. Any willingness obtained after 15.09.2024 will not be considered for inclusion in the panel for the post of Health Officer (Category 3) in Tamil Nadu Public Health Service for the year 2024-2025 by transfer of service. The District Health Officers are instructed not to forward willingness of non-qualified Assistant Surgeons to this office.

6. This subject matter may be treated as most urgent.

Encl.: Service Particulars Format I & II.

T.S.Selvavinayagam
Director of Public Health and
Preventive Medicine, Chennai-6.

To
All District Health Officers.

/true copy-forwarded-by order/

13/8/24
Superintendent

Ov.12.8.

13/8/24

SERVICE PARTICULARS

1. Name of the Medical Officer :
2. Present Designation :
3. Office in which now working :
4. Date of Birth :
5. Date of Retirement :
6. Date of appointment as Assistant Surgeon in TNMS (Attested copy to be enclosed) :
7. Date of Regularization in the post of Assistant Surgeon (Attested copy to be enclosed) :
8. Date of Completion of Probation in the post of Assistant Surgeon (Attested copy to be enclosed) :
9. Educational Qualification (Attested copy to be enclosed) :

Sl. No	Name of the Course	Month and Year of Passing
1	MBBS	
2	Public Health Qualification (DPH/ MPH/ MD(SPM/CM) / DNB in CM)	

10. Date of passing Account Test for Executive Officers :
11. Name of the Office in which served/serving including the periods of service. :

S. No	Name of the Post	Name of the Office	From	To
1.				

12. Whether any DA is pending.

Signature of the Head of Office.

T.N.P.H.S NAME:

(IN BLOCK LETTERS)

Sl.No.

FORMAT – II

BRIEF PARTICULARS ABOUT THE OFFICERS TO BE CONSIDERED FOR INCLUSION IN THE PANEL

1	a) Name and Designation of the Officer and the scale of pay attached to the post now held	:
	b) Classification of Community (SC/ST/BC/MBC/DNC/OC)	:
	c) Name of the community as specified in the General Rules (Except OC) (Column b and c) are applicable only for the posts for which rule of reservation is followed for recruitment by transfer to higher posts.	:
2	Age and Date of Birth	:
3	Date of Retirement	:
4	Educational qualifications special qualification if any	:
5	Training undergone	:
6	Date of regular appointment	:
	Date of completion of probation	:
	Total service in the post presently held	:
	If on O.D. period from which he is on O.D.	:

T.N.P.H.S NAME:
(IN BLOCK LETTERS)
Sl.No.

7 Whether the officer has acquired all the qualifications prescribed in the Special rules or Adhoc rules for higher post including previous experience, teaching experience special training etc. on the crucial date. :

Crucial Date	Qualifications/Tests experience etc. prescribed.	Date of acquiring the qualifications experience etc. and date of passing the test.
(1)	**(2)**	**(3)**
15.02.2023	1. MBBS 2. DPH/MPH/MD(CM) Course 3. Account Test for Executive Officers 4. Approved service for a period of not less than 3 years as Assistant Surgeon in Tamil Nadu Medical Service.	Qualified at the time of appointment

8 Whether any charges are pending against the officer and if so, indicate the period to which charges relate, nature of charges and date from which pending the present stage. Reasons for delay in finalizing the disciplinary proceedings whether any appeals are pending and if so, the present stage. :

a) Extract of charges pending under rule (17(b) of the Tamil Nadu Civil Service (Discipline & Appeal) Rules. :

b) Extract of charges for which disciplinary action under rule 17(a) of the Tamil Nadu Civil Service (Discipline & Appeal) Rules have been instituted. :

T.N.P.H.S

NAME:
(IN BLOCK LETTERS)
Sl.No.

9.	(a)	Whether any vigilance or other enquiries are pending against the officer and if so indicate the details thereof. Nature of irregularities lapses relate.	:
	(b)	Present stage of disciplinary proceedings.	:
10	(a)	Whether any criminal case is pending against the officer in the official capacity and if so, indicate the details thereof, nature of crime for which he/she is proceeded against.	:
	(b)	Whether the charge sheet has been filed	:
	(c)	Present stage of the criminal case.	:
11	(a)	Whether any criminal case is pending against the officer in the personal capacity / private in nature and if so, indicate the details thereof, nature of crime for which he/she is proceeded against.	:
	(b)	Whether charge sheet has been filed	:
	(c)	Present stage of the criminal case.	:

T.N.P.H.S NAME:

(IN BLOCK LETTERS)

Sl.No.

12.	(a)	Whether charges have been framed by the Tribunal for Disciplinary Proceedings and the enquiry by the Tribunal for Disciplinary Proceedings is pending.	:
	(b)	Whether the case was referred to the Tribunal for Disciplinary Proceedings by the Government themselves or on recommendation of the Vigilance Commission.	:
	(c)	Present stage of the enquiry by the Tribunal for Disciplinary Proceedings.	:
13	(a)	Whether any penalties have been imposed on the officer and if so the nature of lapses and date of imposition of punishment copies or orders imposing punishment should be attached.	:
	(b)	Whether the penalties have been given effect to, if not the reasons therefor.	:
	(c)	Whether on suspension or undergoing punishment at the time of consideration.	:

T.N.P.H.S NAME:
(IN BLOCK LETTERS)
Sl.No.

14. i). Whether any adverse remarks in the personal files therefor and whether they have been communicated to the individual. :

ii). Resume of personal file for the last five years :

From	To	Rating	Adverse remarks if any (if there are no adverse remarks put "Nil" if no case it should be left blank)
(1)	**(2)**	**(3)**	**(4)**