GOVERNMENT OF TELANGANA

ABSTRACT

Rules – The Telangana Ministerial Service Rules, 1998 – Amendment-Orders – Issued.

GENERAL ADMINISTRATION (SER.B) DEPARTMENT

G.O.Ms.No. 237 **Dated: 02-12-2025**

Read the following:-

1. G.O.Ms.No.261, G.A (Ser.B) Department, dated.14.07.1998.
2. G.O.Ms.No.133, G.A (Ser.B) Department, dt.12.05.2014.
3. G.O.Ms.No.330, G.A (Ser.B) Department, dt.27.07.2015.
4. G.O.Ms.No.195, G.A (Ser.B) Department, dt.28.05.2016.
5. G.O.Ms.No.55, G.A (Ser.A) Department, dated 25.04.2022.
6. From the Secretary, Telangana Public Service Commission, Lr.No.167/RR/TGPSC/2022, dated.11.02.2025.

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ORDER:

Government after careful examination, have decided to make mandatory that, the employees holding the posts of Junior Assistants, Assistant–cum-Typists, Senior Stenographers, Junior Stenographers, U.D.Typists, Typists, L.D.Typists etc., whose service conditions are governed by the Telangana Ministerial Service Rules, 1998, and who are recruited after 12.05.2014, to pass the departmental test "Proficiency in Office Automation with usage of Computers and Associated Software", if the employee is recruited for the posts without passing of the test, during his probation period.

2. Accordingly, the following notification shall be published in the Telangana Gazette: -

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and of all other powers hereunto enabling, the Governor of Telangana hereby make the following amendment to the Telangana Ministerial Service Rules,1998 issued vide G.O.Ms.No.261, G.A (Ser.B) Department dated 14.07.1998 read with G.O.Ms.No.195, G.A (Ser.B) Department dt.28.05.2016 and as subsequently amended from time to time:-

AMENDMENT

In the said rules in rule 6, in sub-rule (9) for the procedure thereunder, the following shall be substituted, namely,-

p.t.o.

"It is mandatory that the employees holding the posts of Junior Assistants, Assistant–cum-Typists, Senior Stenographers, Junior Stenographers, U.D.Typists, Typists, L.D.Typists etc., whose service conditions are governed by the Telangana Ministerial Service Rules, 1998, who recruited after 12.05.2014,shall pass the departmental test "Proficiency in Office Automation with usage of Computers and Associated Software", if the employee is recruited for the posts without passing of the test, during his/her probation period".

3. The Secretary, Telangana Public Service Commission shall conduct the "Test of Proficiency in Office Automation usage of Computer Associated Software" along with the other Departmental tests which are being conducted by Telangana Public Service Commission twice in a year regularly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

K. RAMAKRISHNA RAO
CHIEF SECRETARY TO GOVERNMENT

To
The Commissioner, Printing, Stationery & Stores Purchase,
Telangana, Hyderabad (with a request to publish in Telangana Gazette and supply 500 copies of the same).
All the Departments of Secretariat.
All the Heads of the Departments.
All the District Collectors.
All District Judges.
The Law(A)Department.
The Secretary, TGPSC, Hyderabad.
All Services Sections in GAD.
SF/SC.

//FORWARDED:BY ORDER//

SECTION OFFICER