

கிராம ஊராட்சி நிர்வாகம் தொடர்பான முக்கிய அரசாணைகள் தொகுப்பு

ஊரக உள்ளாட்சி அமைப்புகள்

கிராம ஊராட்சி நிர்வாகம் தொடர்பான
முக்கிய அரசாணைகள் தொகுப்பு

மாநில ஊரக வளர்ச்சி நிறுவனம்
ஊரக வளர்ச்சி மற்றும் உள்ளாட்சி துறை
தமிழ்நாடு அரசு
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கிராம ஊராட்சி நிர்வாகம் தொடர்பான முக்கிய அரசாணைகள் தொகுப்பு

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1. கிராம ஊராட்சியின் முக்கிய கடமைகள் மற்றும் பொறுப்புகள்

1. i) Extract of Tamilnadu Panchayat Act 1994 Section 110

110. Duty of Village Panchayat to provide for certain matters.- Subject to the provisions of this Act and the Rules made thereunder, it shall be the duty of Village Panchayat, within the limits of its funds, to make reasonable provision for carrying out the requirements of the Panchayat Village in respect of the following matters, namely:-

(a) the construction, repair and maintenance of all village roads, that is to say, all public roads in the village (other than those classified as National Highways, State Highways, major district roads and Panchayat Union roads) and of all bridges, culverts, road-dams and causeways on such roads:

¹[(aa)] the extension of village-sites and the regulations of building;]

(b) the lighting of public roads and public places in built-up areas;

(c) the construction of drains and the disposal of drainage water and sullage not including sewage;

(d) the cleaning of streets, the removal of rubbish heaps, jungle growth and prickly-pear, the filling in or disused wells, insanitary ponds, pools, ditches, pits or hollows and other improvements of the sanitary condition of the village;

(e) the provision of public latrines and arrangements to cleanse latrines whether public or private;

(f) the opening and maintenance of burial and burning grounds;

(g) the sinking and repairing of wells, the excavation, repair and maintenance of ponds

²[] and the construction and maintenance of water-works ³[for the supply of water for drinking, washing] and bathing purposes; and

(h) such other duties as the Government may, by notification, impose.

1. ii) Extract of Tamilnadu panchayat act 1994 Section 111

111. Power of Village Panchayat to provide for certain other matters.-

Subject to the provisions of this Act and the Rules made thereunder a Village Panchayat may also make such provisions as it thinks fit for carrying out the requirements of the village in respect of the following matters, namely:-

(a) the planting and preservation of trees on the sides of all public roads in the village subject to mutually agreed terms and conditions between the Village Panchayat and the authority which maintains the road in case the road is not maintained by the Village Panchayat itself;

(b) the lighting of public roads and public places in areas other than built-up areas;

(c) the opening and maintenance of public markets other than markets which are classified as Panchayat Union markets;

(d) the control of fairs and festivals other than those classified as Panchayat Union fairs and festivals;

(e) the opening and maintenance of public landing places, halting places and cart-stands and of public cattle-sheds;

(f) the opening and maintenance of public slaughter-houses;

(g) the opening and maintenance of reading rooms;

(h) the establishment and maintenance of wireless receiving sets, ¹[television sets], playgrounds, parks, sports clubs and centres of physical culture;

(i) the opening and maintenance of literacy centres and centres for imparting social education; and

(j) the construction of works of public utility and the provision of other facilities for the safety, health, comfort, convenience, culture or recreation of the inhabitants of the village.

1.iii) Extract of Tamilnadu panchayat act 1994 Section 112

112. Duty of Panchayat Union Council to provide for certain matters.-

Subject to the provisions of this Act and the Rules made thereunder, it shall be the duty of a Panchayat Union Council, within the limits of its funds, to make reasonable provision for carrying out the requirements of the Panchayat Union in respect of the following matters, namely:-

(a) the construction, repair and maintenance of all public roads in the Panchayat Union which are classified as Panchayat Union roads and of all bridges, culverts, road-dams and cause ways on such roads;

²[¹[the excavation, repair and maintenance of tanks and the construction of water works for the supply of water for drinking, washing and bathing purposes.]]

³[(aaa) the construction and maintenance of comprehensive water supply schemes for the supply of protected drinking water covering one or more Village Panchayats as may be notified by the Government;]

(b) the establishment and maintenance of dispensaries and the payments of subsidies to rural medical practitioners;

(c) the establishment and maintenance of maternity and child welfare centres, including the maintenance of a THAI service and offering advice and assistance to mothers in family planning;

(d) the construction and maintenance of poor houses, orphanages, shops, stalls, plinths, the training and employment of vaccinators, the removal of congestion of population and the provision of house-sites;

(e) the opening and maintenance and expansion or improvement of elementary schools, including the payment of grants to private managements in respect of elementary schools;

(f) preventive and remedial measures connected with any epidemic or with malaria;

(g) the control of fairs and festivals classified by the Panchayat Union Council as those reserved for control by it;

(h) veterinary relief;

(i) ⁴[***]

(j) the opening and maintenance of public markets which are classified as Panchayat Union markets;

(k) the maintenance of statistics relating to births and deaths;

(l) the establishment and maintenance of choultries;

(m) improvements or agriculture, agricultural stock and the holding of agricultural shows;

(n) the promotion and encouragement of cottage industries; and

(o) such other duties as the Government may, by notification, impose.

1.iv) Extract of Tamilnadu panchayat act 1994 Section 113

113. Entrustment of execution of National Extension Service Scheme of Community Development to Panchayat Union Councils.- The Government shall as soon as may be after the constitution of a Panchayat Union Council for a Panchayat Development Block under this Act entrust to the Panchayat Union Council subject to such conditions and restrictions as may be specified by the Government, the execution in the Panchayat Development Block of the National Extension Service Scheme of Community Development, including in particular, all measures relating to the development of agriculture, animal husbandry and village industries organized on an individual or co-operative basis.

1.v) Extract of Tamilnadu panchayat act 1994 Section 114

114. Entrustment of certain schemes to Panchayat Union Councils.-

(1) Save as otherwise provided in Section 113, the Government may, subject to such conditions and restrictions as may be specified, entrust all or any of the schemes, programmes and activities for economic development, whether such schemes, programmes and activities are to be executed or implemented either by the Government or by any statutory body or other agency to the Panchayat Union Council for its execution or implementation.

(2) The Panchayat Union Council may, if so notified by the Government, review, the schemes, programmes and other activities executed by the Government or by any statutory body or other agency within the Panchayat Union.

1. vi). Extract of Tamilnadu panchayat Act 1994 Section 225

225. Power to call for information from Village Administrative Officer.-

(1) The Executive Authority or the Commissioner or the ¹[Secretary] may, by an order in writing, require the Village Administrative Officer of any revenue village comprised within the jurisdiction of the Village Panchayat or Panchayat Union Council or District Panchayat to furnish him with information on any matter falling within such categories as may be prescribed in respect of such village or any part thereof or any person or property therein.

(2) The order shall specify the period within which it may be complied with but the Executive Authority or the Commissioner of the ¹[Secretary], may, from time to time, extend such period.

2. கிராம ஊராட்சி தலைவர் மற்றும் செயல் அலுவலரின் பொறுப்புகள் மற்றும் கடமைகள்

2. i) Appointment of Village Panchayat President as Executive Authority of the Village Panchayat

Rural Development (C.I) Department

G.O. (Ms) No. 225

Dated : 15.10.1996

ORDER

The appended notification will be published in the Tamil Nadu Government Gazette Extraordinary, dated the 16th October 1996.

(By order of the Governor)

S. NARAYAN
SPECIAL COMMISSIONER AND
SECRETARY TO GOVERNMENT

APPENDIX

NOTIFICATION

In exercise of the Powers conferred by section 83 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994), the Governor of Tamil Nadu hereby appoints the President of Village Panchayat, as Executive Authority to exercise the powers and perform the functions of the Executive Authority of that Village Panchayat.

S. NARAYAN
SPECIAL COMMISSIONER AND
SECRETARY TO GOVERNMENT

2. ii) Extract of Tamil Nadu Panchayat act 1994, Section 43

43. Election of President:-

(1) (a) The President shall be elected by the persons whose names appear in the electoral roll for the Village Panchayat from among themselves in accordance with such procedure as may be prescribed.

(b) If at an ordinary or casual election, no President is elected, a fresh election shall be held:

¹[Provided that a person who stand for election as President shall not be eligible to stand for election as a member of a Village Panchayat, a member of a Panchayat Union Council or a member of a District Panchayat:

Provided further that no President shall be eligible to stand for election as a member of a Village Panchayat, a member of a Panchayat Union Council or a member of a District Panchayat:

(2) The election of the President may be held ordinarily at the same times and in the same places as the ordinary elections of the members of the Village Panchayat.

(3) The term of office of the President who is elected at an ordinary election shall, save as otherwise expressly provided in, be five years beginning at noon on the day on which the ordinary vacancy occurs.

(4) Any casual vacancy in the office of the President shall be filled by a fresh election and a person elected as President in any such vacancy shall enter upon office forthwith and hold office only so long as the person in whose place he is elected would have been entitled to hold office, if the vacancy had not occurred.

(5) Unless the ²[Tamil Nadu State Election Commissioner] otherwise directs, no casual vacancy in the office of the President shall be filled within six months before the date on which the ordinary election of the President under sub-section (1) is due.

(6) The provisions of Sections 34 to 41 (both inclusive), shall, as far as may be, apply in relation to the office of the President as they apply in relation to the office of an elected member of the Panchayat.

(7) The President shall be an *ex-officio* member of the Village Panchayat and shall have all the rights and privileges of an elected member of the Village Panchayat.

2.iii) Extract of Tamil Nadu Panchayat act 1994, Section 92

92. Minutes of proceedings:-

A copy of the minutes of the proceedings of every meeting of a Panchayat as well as all minutes of dissent in respect of such proceedings received from any member present at the meeting, within forty-eight hours of the close thereof, shall be submitted by the President or Chairman, as the case may be, within three days of the date to the meeting to the Inspector:

Provided that the Inspector may direct that such minutes shall be submitted either generally or in any specified classes of cases to any officer empowered by him in this behalf.

3. கிராம ஊராட்சியின் ஊராட்சி செயலாளர் பணி நிபந்தனைகள் நிர்வாக கட்டுப்பாடுகள் மற்றும் பொறுப்புகள்

i). ஊராட்சி உதவியாளர்கள் மற்றும் பகுதிநேர எழுத்தர்களுக்கு காலமுறை ஊதியம் அளித்தல்

ஊரக வளர்ச்சி (ம) ஊராட்சி(இ5)துறை

அரசாணை (நிலை) எண்.175

நாள் : 5.12.2006

படிக்க :

ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநரின் கடித எண் 14346/04/இ4 நாள் 21.8.2006

ஆணை

1.11.8.2006 அன்று நடைபெற்ற ஊரக வளர்ச்சி மற்றும் ஊராட்சித் துறை மான்யக் கோரிக்கை எண் 42ன் மீதான விவாத்தின் போது பதிலளித்த மாண்புமிகு ஊரக வளர்ச்சி மற்றும் உள்ளாட்சித் துறை அமைச்சர் அவர்களால் வெளியிடப்பட்ட அறிவுப்புகளில், அறிவிப்பு எண் 20ல் கீழ்க்கண்டவாறு அறிவிப்பு வெளியிட்டுள்ளார்.

“ கிராம ஊராட்சிகளில் பணிபுரியும் ஊராட்சி உதவியாளர்கள் மற்றும் பகுதி நேர எழுத்தர்கள், தற்பொழுது பெறும் தொகுப்பூதியத்திற்கு பதிலாக 1.9.2006லிருந்து, காலமுறை ஊதியத்திற்கு மாற்றப்படுவார்கள். முழுநேர ஊராட்சி உதவியாளர்களின் காலமுறை ஊதியம் ரூ. 1300-20-1500-25-2000 என்றும், பகுதிநேர ஊராட்சி எழுத்தர்களின் காலமுறை ஊதியம் ரூபாய் 625-10-725-20-925 என்றும் மாற்றியமைக்கப்படும். இதன்மூலம் அரசுக்கு ஆண்டொன்றுக்கு கூடுதலாக சுமார் 3 கோடி ரூபாய் செலவாகும். இதனால் 12,618 கிராம ஊராட்சிகளில் உள்ள உதவியாளர்கள் / பகுதி நேர எழுத்தர்கள் பயன்பெறுவார்கள்.”

2. படிக்கப்பட்ட கடிதத்தில் ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநர் அவர்கள் மேற்காணும் மாண்புமிகு ஊரக வளர்ச்சி மற்றும் உள்ளாட்சித் துறை அமைச்சர் அவர்களின் அறிவிப்பினை செயல்படுத்திட வேண்டி ஊராட்சிகளில் பணிபுரியும் ஊராட்சி உதவியாளர் / பகுதி நேர எழுத்தர் ஆகியோர்களுக்கு காலமுறை ஊதியத்தில் ஊதியம் நிர்ணயம் செய்யவும், பணிநிபந்தனைகள் மற்றும் கடமைகள் பொறுப்புகள் மற்றும் நிர்வாகக் கட்டுப்பாடுகள் ஆகியவற்றை இவ்வாணையின் பிற்சேர்க்கையில் உள்ளவாறு அரசுக்கு பரிந்துரைத்துள்ளார்.

3. மேற்காணும் ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநரின்பரிந்துரையினை அரசு கவனமாக பரிசீலனை செய்தது. பரிசீலனைக்குப் பின்பு ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநரின் பரிந்துரையினை ஏற்று இவ்வாணையின் பிற்சேர்க்கையில் உள்ளவாறு ஊராட்சிகளில் பணிபுரியும் முழுநேர ஊராட்சி உதவியாளர்கள் மற்றும் பகுதிநேர எழுத்தர்களுக்கான காலமுறைஊதியம் மற்றும் பணிநிபந்தனைகள், நிர்வாகக் கட்டுப்பாடுகள் மற்றும் கடைமைகளும் பொறுப்புகளும் நிர்ணயித்து அரசு ஆணையிடுகிறது.

4. கிராம ஊராட்சிகளில் பணிபுரியும் ஊராட்சி உதவியாளர்கள் மற்றும் பகுதி நேர எழுத்தர்களை தற்போதைய தொகுப்பூதியத்தில் இருந்து 1. 9. 2006 முதல் காலமுறை ஊதியத்தில் கொண்டு வருவதால் ஏற்படும் செலவினம் யாவும் சம்பந்தப்பட்ட கிராம ஊராட்சி நிதியிலிருந்து மேற்கொள்ளப்பட வேண்டும்.

5. இவ்வாணையானது நிதித்துறையின் அ.சா.கு எண் 75795/ஊரக வளர்ச்சி / 06 நாள் 1. 12 . 2006ன் மூலம் ஒப்புதல் பெறப்பட்டு வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

க. அஷோக் வர்தன் ஷெட்டி
அரசு செயலாளர்

பிற்சேர்க்கை

ஊராட்சிகளில் பணிபுரியும் முழுநேர ஊராட்சி உதவியாளர்கள் மற்றும் பகுதி நேர எழுத்தர்களுக்கான காலமுறை ஊதிய நிர்ணயம், பணிநிபந்தனைகள், நிர்வாகக் கட்டுப்பாடு மற்றும் கடமைகளும் பொறுப்புகளும் காலமுறை ஊதியத்தில் ஊதிய நிர்ணயம்.

- i முழு நேர ஊராட்சி உதவியாளர்கள் இனிமேல் ஊராட்சி உதவியாளர் நிலை 1 என்று அழைக்கப்படுவார்கள். மேலும் அவர்களின் ஊதியம் வரும் 1.9.2006 முதல் ரூ.1300-20-1500-25-2000 என்ற காலமுறை ஊதியத்தில் நிர்ணயம் செய்யப்படுகிறது.
- i தற்போது முதல் பகுதிநேர எழுத்தர்கள் முழுநேர ஊராட்சி உதவியாளர்கள் ஆவார்கள். அவர்கள் ஊராட்சி உதவியாளர் நிலை 2 என்று அழைக்கப்படுவார்கள். மேலும் அவர்களின் ஊதியம் வரும் 1.9.2006 முதல் ரூபாய் 625-10-725-20-925 என்ற காலமுறை ஊதியத்தில் நிர்ணயம் செய்யப்படுகிறது.
- iii அரசாணை நிலை எண் 114 ஊரக வளர்ச்சி (இ5) துறை, நாள் 10.5.2000ல் உள்ளபடி ஊழியர்களுக்கு வழங்கப்படும் ஊதியச் செலவினம் ஊராட்சியின் மொத்த வருமானத்தில் 10 விழுக்காட்டுக்கு மிகாமல் இருக்க வேண்டும் என்ற நிபந்தனை நீக்கம் செய்யப்படுகிறது.
- iv ஊராட்சி உதவியாளர்கள் நிலை 1 மற்றும் நிலை 2 பணியிடங்களில் தற்போது உள்ள 592 காலியிடங்களை தற்போது முன்மொழியப்படும் விதிமுறை மற்றும் நிபந்தனையின் அடிப்படையில் நிரப்பிட அனுமதிக்கப்படுகிறது.
- v ஊராட்சி உதவியாளர்களுக்கு காலமுறை ஊதியத்தில் ஊதியம் நிர்ணயம் செய்யப்படும் போது, ஊராட்சி உதவியாளர்கள் நிலை 1க்கு ரூ.1,300-ல் காலமுறை ஊதியம் நிர்ணயம் செய்தால், மொத்த ஊதியத் தொகை ரூ. 2,418 கிடைக்கும். ஊராட்சி உதவியாளர்கள் நிலை 2-க்கு ரூ. 625-ல் காலமுறை ஊதியம் நிர்ணயம் செய்தால், மொத்த ஊதியத் தொகை ரூ. 1,163 கிடைக்கும். இந்த ஊதியம் அவர்கள் இதுகாறும் பெற்று வரும் ஊதியத்தைவிட அதிகமாக உள்ளதால் அவர்களுக்கு குறைந்தபட்ச காலமுறை ஊதியத்தில் நிர்ணயம் செய்யலாம்.
- vi ஏற்கனவே காலமுறை ஊதியம் பெற்று வரும் இப்பணியாளர் தற்போது அனுமதிக்கப்படும் காலமுறை ஊதியத்தை விட குறைவாக பெற்று வந்தால் அவர்களுக்கும் தற்போது அனுமதிக்கப்படும் காலமுறை ஊதியத்தை வழங்கலாம்.இதை விட கூடுதலாக பெறும்நிலையில், அந்த விகிதத்தில் மாற்றம் செய்யப்படமாட்டாது.

பணி நிபந்தனைகள்

- i பணி நியமனம் – இனிவருங்காலங்களில் காலிப் பணியிடங்கள் வழிகாட்டி நெறிமுறைகளை பின்பற்றி கிராம ஊராட்சி மன்றத்தால் நிரப்பப்படவேண்டும்.
- ii ஊராட்சியின் வருமானம் மற்றும் மக்கள் தொகை எதுவாக இருந்தாலும் ஊராட்சி உதவியாளர் நிலை 2ல்தான் புதிய நியமனங்கள் செய்யப்பட வேண்டும்.
- iii நியமன அலுவலர்– கிராம ஊராட்சித் தலைவர் நியமனம் செய்யும் அதிகாரம் படைத்தவர் ஆவார்.
- iv தகுதி மற்றும் வயது – நேரடி நியமனத்தின் மூலம் இந்தப் பணியிடங்களுக்கு நியமனம் செய்ய எந்த வருடத்தில் நியமனம் செய்யப்படுகிறதோ அந்த வருடத்தில் ஜூலை முதல் நாளில் 28 வயதாக இருக்க வேண்டும். பிற்படுத்தப்படுத்தப்பட்டோர் / மிகவும் பிற்படுத்தப்பட்டோர் – ஆதிதிராவிடர் மற்றும் பழங்குடியினருக்கு அதிக பட்ச வயது வரம்பு 33 ஆகும்.
- v இதர தகுதிகள்

அ) இந்த விதிமுறைகள் வெளியிடப்படும் நாளில் காலியாக உள்ள பணியிடத்திற்கும் இனி வருங்காலங்களில் காலியாகும் பணியிடத்திற்கும் நியமனம் கோரி விண்ணப்பிப்பவர்கள் குறைந்தபட்சம் +2 அல்லது அதற்கு இணையான தேர்வில் தேர்ச்சி பெற்றிருக்க வேண்டும்.

ஆ) எந்த ஊராட்சிக்கு பணி நியமனம் செய்யப்படுகிறதோ அந்த ஊராட்சியில் வசிப்பவராக இருக்க வேண்டும்.

இ) அதே ஊராட்சியில் தகுதியானவர்கள் கிடைக்கவில்லை என்றால் அந்த ஊராட்சியை ஒட்டியுள்ள இதர ஊராட்சிகளில் இருந்து நியமனம் செய்யலாம்.
- vi முறையான பணியமைப்பின் பாற்பட்ட பணியாளர்களுக்கு அனுமதிக்கப்படும் ஒய்வூதிய பயன்கள், தேர்வு நிலை, சிறப்பு நிலை, கருணை அடிப்படையில் வாரிசுகளுக்கு பணி, வருங்கால வைப்பு நிதி, ஈட்டிய விடுப்பு காசாக்குதல் போன்ற சலுகைகள் இப்பணியிடத்திற்கு நடைமுறையில் உள்ள விதிகளின்படி அனுமதிக்க தக்கவை அல்ல.

நிர்வாகக் கட்டுப்பாடுகள்

- i இந்தப் பணியிடங்களில் இனி நியமனம் செய்யப்படும் ஒவ்வொரு நபரும் அந்தந்த ஊராட்சியின் செயல் அலுவலராக உள்ள ஊராட்சித் தலைவரின் கட்டுப்பாட்டின்கீழ் பணிபுரிவர்.
- ii ஊராட்சி உதவியாளர்களுக்கான விடுப்பு ஊராட்சித் தலைவர் அனுமதிப்பார். 60 நாட்களுக்கு மேற்பட்ட விடுப்புக் காலத்தை வட்டார வளர்ச்சி அலுவலர் (ஊராட்சிகள்) அனுமதிப்பார்.

- iii ஊராட்சி உதவியாளர்களுக்கான ஊதியம் நிர்ணயித்தல் மற்றும் ஊதிய உயர்வு வழங்குதல் போன்றவற்றை வட்டார வளர்ச்சி அலுவலர் (ஊராட்சிகள்) அனுமதிப்பார். ஊராட்சிகள் ஆய்வாளர் என்ற முறையில் மாவட்ட ஆட்சித் தலைவரே ஊராட்சித் தலைவருடன் ஆலோசித்து மாவட்டத்திற்குள் மாறுதல் செய்யும் அதிகாரம் உண்டு.
- iv தகுதிகாண் பருவம் – இந்தப்பணியிடங்களில் இனி நியமனம் செய்யப்படும் ஒவ்வொரு நபரும் எந்த நாளில் பணியில் சேருகிறாரோ அந்த நாள் முதல் இரண்டு வருடகாலத்திற்கு தகுதிகாண் பருவத்தில் இருப்பதாகக் கருதப்படும் அல்லது தொடர்ச்சியான மூன்று வருட காலத்தில் பணியில் இருத்தல் வேண்டும்.
- v கிராம ஊராட்சியின் நிர்வாகத்தில், ஊராட்சி உதவியாளர் துறையின் விதிமுறைகளை மீறல், ஒழுங்கீனம், கவனக் குறைவு தகுதியின்மை, கடமை தவறுதல், தவறான நடவடிக்கைகள் போன்றவற்றில் ஈடுபட்டால் அந்த ஊராட்சி உதவியாளரை கண்டனம், அபராதம், ஊதிய உயர்வு அல்லது பணி உயர்வை நிறுத்தி வைத்தல் அல்லது மூப்புப் பட்டியலில் தரம் இறக்குதல், அல்லது கீழ்நிலைப்பணியிடத்தில் வைத்தல் அல்லது காலமுறை ஊதியத்தில் கீழ்நிலையில் வைத்தல், தற்காலிக பணிநீக்கம் செய்தல், பணியிலிருந்து நீக்குதல் அல்லது பணிவிலக்கம் செய்யலாம். இருப்பினும் அதற்கு முன்பாக அந்த ஊராட்சி உதவியாளரை நேரடி விசாரணைக்கு அழைப்பது உட்பட அவர்தனது விளக்கத்தை அளிக்க அவருக்கு போதிய வாய்ப்பு அளிக்கப்பட்டிருக்க வேண்டும்.
- vi மேல்முறையீடு – ஊராட்சியின் முடிவுக்கு எதிரான மேல் முறையீட்டை ஊராட்சித் தலைவரின் ஆணை கிடைக்கப்பெற்ற 30 தினங்களுக்குள் வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி) இடம் பதிவு செய்து கொள்ளலாம். மேலும் வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி)ன் முடிவு மீதான இரண்டாவது மேல் முறையீட்டை வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி)-ன் ஆணை கிடைக்கப் பெற்ற 60தினங்களுக்குள் மாவட்ட ஆட்சித் தலைவரிடம் பதிவு செய்து கொள்ளலாம்.
- vii ஓய்வுபெறும்வயது – 58வயது நிரம்பியபின் ஊராட்சி உதவியாளர்கள் பணியில் தொடர அனுமதிக்கப்படமாட்டாது.
- viii பணிப்பதிவேடு – வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி) பணிப்பதிவேடுகளை பராமரிக்க வேண்டும்.
- ix இப்பணியாளர்களின் பணிதிறன் குறித்து, விரிவாக்க அலுவலர், துணை வட்டார வளர்ச்சி அலுவலர் மற்றும் வட்டார வளர்ச்சி அலுவலர் (கிராம ஊராட்சி) ஆகியனோர் ஆய்வு செய்வார்கள் இந்த ஆய்வுக்குரிய படிவம் மற்றும் கால அளவினை ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநர் நிர்ணயிப்பார்.

கடமைகளும் பொறுப்புகளும்

- i வரி கேட்புகளைத் தயாரித்தல் மற்றும் அனுப்புதல்.
- ii ஊராட்சி வரி உள்ளிட்ட வருவாய் வசூல் மற்றும் ரசீது புத்தகங்கள் மற்றும் தொடர்புடைய இதர பதிவேடுகள் பராமரித்தல்.
- iii அருவருக்கத்தக்க மற்றும் அபாயகரமான தொழில்களுக்கான கட்டண வசூல்
- iv ரொக்கப் புத்தகம் உள்ளிட்ட வருவாய் மற்றும் செலவினம் தொடர்புடைய 1 முதல் 31 பதிவேடுகள் பராமரித்தல்.
- v ஊராட்சியின் சொத்துப் பதிவேடு பராமரித்தல்
- vi ஊராட்சியின் மாதாந்திர கூட்ட ஏற்பாடுகளைச் செய்தல்
- vii கிராம சபை கூட்ட ஏற்பாடுகளைச் செய்தல்.
- viii ஊராட்சித் தீர்மானங்களை வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி) (ம) உதவி இயக்குநர் (ஊராட்சி) களுக்கு அனுப்புதல்.
- ix செலுத்துச் சீட்டுகளுக்கு இலக்கமிடுதல் ரொக்கப்புத்தகத்தில் பதிவு செய்தல் மற்றும் விரிவாக்க அலுவலர் (ஊராட்சி) / துணை வட்டார வளர்ச்சி அலுவலர்/வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி) / உதவி இயக்குநர் (ஊராட்சிக்கு) அறிக்கை அனுப்புதல்
- x ஊராட்சியில் குடிநீர் வழங்குதல், தெருவிளக்கு பராமரிப்பு மற்றும் சாலைப் பராமரிப்பு உள்ளிட்ட பராமரிப்பு பணிகள், மத்திய மாநில அரசுகளால் கொண்டுவரப்படும் திட்டங்களை செயல்படுத்துதல் ஆகியவற்றில் கிராம ஊராட்சித் தலைவருக்கு உதவுதல்.
- xi ஊராட்சியின் வரவு செலவு திட்டத்தை தயாரித்தல்.
- xii கிராம ஊராட்சி சாலைகள், ஊராட்சி ஒன்றியச் சாலைகள் மற்றும் ஊராட்சி புறம்போக்கு நிலங்கள் பற்றிய பதிவேடுகளைப் பராமரித்தல்.
- xiii ஊராட்சி பணியாளர்களுக்கான ஊதிய வழங்கு பதிவேடு பராமரித்தல்.

- xiv கிராம ஊராட்சி தொடர்புடைய அனைத்து எழுத்தர் பணிகள்.
- xv தேசிய ஊரக வேலை உறுதித் திட்டத்தின்கீழ், தினசரி பணியாளர் வருகைப் பதிவேட்டை (NMR) பராமரித்தல்
- xvi அரசு / ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநர் / மாவட்ட ஆட்சித் தலைவர் ஒப்படைக்கும் இதரப் பணிகள்.

க. அஷோக்வர்தன் ஷெட்டி
அரசு செயலாளர்

3. ii) கிராம ஊராட்சி யின் ஊராட்சி செயலாளர் பணியமைப்பு
பணியமைப்பு-ஊரக வளர்ச்சி மற்றும் ஊராட்சித்துறை – ஊராட்சியில் பணிபுரியும் “ஊராட்சி உதவியாளர்” என்ற பணியிடத்தின் பெயரினை “ஊராட்சி செயலாளர்” என பெயர் மாற்றம் செய்தல் மற்றும் அவர்களுக்கு சிறப்புப்படியாக மாதம் ரூ.500/- வழங்குவது – ஆணை வெளியிடப்படுகிறது.

ஊரக வளர்ச்சி மற்றும் ஊராட்சி (இ5) துறை

அரசாணை (நிலை) எண்.52

நாள்.29.08.2011

ஆவணி 12, திருவள்ளூர் ஆண்டு 2042

படிக்கப்பட்டவை:

1. அரசாணை (நிலை) எண்.962, ஊரக வளர்ச்சித்துறை நாள்.28.11.1990
2. அரசாணை (நிலை) எண்.175, ஊரக வளர்ச்சித்துறை நாள்.05.12.2006
3. அரசாணை (நிலை) எண்.234, நிதித்துறை நாள்.01.06.2009
4. ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையரின் கடித ந.க.எண்.53467/2011/இ3, நாள்.22.07.2011

ஆணை:-

தற்போதைய அரசின் தேர்தல் அறிக்கையில் ஊராட்சியில் பணிபுரியும் “ஊராட்சி உதவியாளர்” என்ற பணியிடத்தின் பெயரினை “ஊராட்சி செயலாளர்” என மாற்றம் செய்து அவர்களுக்கு பண பலன்களும் வழங்கப்படும் எனத் தெரிவிக்கப்பட்டுள்ளது.

2. மேலே ஒன்றில் படிக்கப்பட்ட அரசாணையில் ஒரு கிராம ஊராட்சிக்கு ஓர் ஊராட்சி உதவியாளர் என்ற வீதத்தில் நியமனம் செய்ய ஆணையிடப்பட்டது. அதன் அடிப்படையில் தமிழகத்தில் 12618 ஊராட்சி உதவியாளர்கள் நியமனம் செய்யப்பட்டுள்ளனர். மேலே இரண்டில் படிக்கப்பட்ட அரசாணையில் இவ்வூராட்சி உதவியாளர்களுக்கு காலமுறை ஊதியம் நிர்ணயித்து 1.9.2006 முதல் பயன்பெறும் வகையில் ஆணையிடப்பட்டுள்ளது. மேலே மூன்றில் படிக்கப்பட்ட அரசாணையில் ஊராட்சி உதவியாளர்களுக்கு சிறப்பு காலமுறை ஊதியமாக ரூ.2500-5000+500 தர ஊதியம் வழங்க ஆணையிடப்பட்டுள்ளது.

3. மேலே இரண்டில் படிக்கப்பட்ட அரசாணையில் ஒவ்வொரு கிராம ஊராட்சி உதவியாளர்களுக்கும் கடமைகளும், பொறுப்புகளும் நிர்ணயித்து கீழ்க்கண்ட பணிகளைச் செய்ய ஆணையிடப்பட்டுள்ளது. அதன்படி கிராம ஊராட்சி உதவியாளர்,

1. வரி கேட்புகளைத் தயாரித்தல் மற்றும் அனுப்புதல்
2. ஊராட்சி வரி உள்ளிட்ட வருவாய் வசூல் மற்றும் ரசீது புத்தகங்கள் மற்றும் தொடர்புடைய இதர பதிவேடுகள் பராமரித்தல்.
3. அருவருக்கத்தக்க மற்றும் அபாயகரமான தொழில்களுக்கான கட்டண வசூல்
4. ரொக்கப்புத்தகம் உள்ளிட்ட வருவாய் மற்றும் செலவினம் தொடர்புடைய 1 முதல் 31 பதிவேடுகள் பராமரித்தல்.

5. ஊராட்சியின் சொத்துப் பதிவேடுகளை பராமரித்தல்
6. ஊராட்சியின் மாதாந்திர கூட்ட ஏற்பாடுகளை செய்தல்
7. கிராம சபை கூட்ட ஏற்பாடுகளைச் செய்தல்
8. ஊராட்சித் தீர்மானங்களை வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி) மற்றும் உதவி இயக்குநர் (ஊராட்சிகளுக்கு) அனுப்புதல்
9. செலுத்துச் சீட்டுகளுக்கு இலக்கமிடுதல், ரொக்கப் புத்தகத்தில் பதிவு செய்தல் மற்றும் விரிவாக்க அலுவலர் (ஊராட்சி) / துணை வட்டார வளர்ச்சி அலுவலர்/வட்டார வளர்ச்சி அலுவலர் (ஊராட்சி)/ உதவி இயக்குநர் (ஊராட்சிக்கு) அறிக்கை அனுப்புதல்
10. ஊராட்சியில் குடிநீர் வழங்குதல், தெருவிளக்கு பராமரிப்பு மற்றும் சாலைப்பராமரிப்பு உள்ளிட்ட பராமரிப்பு பணிகள், மத்திய மாநில அரசுகளால் கொண்டு வரப்படும் திட்டங்களை செயல்படுத்துதல் ஆகியவற்றில் கிராம ஊராட்சித் தலைவருக்கு உதவுதல்.
11. ஊராட்சியின் வரவு செலவு திட்டத்தை தயாரித்தல்,
12. கிராம ஊராட்சி சாலைகள், ஊராட்சி ஒன்றியச் சாலைகள் மற்றும் ஊராட்சி புறம்போக்கு நிலங்கள் பற்றிய பதிவேடுகளைப் பராமரித்தல்.
13. ஊராட்சி பணியாளர்களுக்கான ஊதிய வழங்கு பதிவேடுகளை பராமரித்தல்
14. கிராம ஊராட்சி தொடர்புடைய அனைத்து எழுத்தர் பணிகள்
15. தேசிய ஊரக வேலை உறுதித்திட்டத்தின் கீழ், தினசரி பணியாளர் வருகைப் பதிவேடு (NMR) பராமரித்தல்
16. அரசு / ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநர் / மாவட்ட ஆட்சித்தலைவர் ஒப்படைக்கும் இதரப் பணிகள்

ஆகிய பணிகளை மேற்கொள்ள வேண்டி ஆணையிடப்பட்டுள்ளது. இவை அனைத்தும் ஊரக வளர்ச்சி மற்றும் ஊராட்சித்துறை மூலம் செயல்படுத்தப்படும் அனைத்து திட்டப் பணிகளுக்கும் ஆதாரமானது. கிராம ஊராட்சி மன்றத்தின் கட்டாய மற்றும் விருப்ப கடமைகளை நிறைவேற்ற ஊராட்சி உதவியாளருக்கு மேற்காணும் விவரப்படி பொறுப்புகள் ஏற்படுத்தப்பட்டுள்ளன.

4. மேலே நான்கில் படிக்கப்பட்ட ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையரின் கடிதத்தில் கிராம ஊராட்சியில் செயல்படுத்தப்படும் அனைத்து பணிகள் தொடர்பாக, ஊராட்சி உதவியாளரே அடிப்படை புள்ளி விவரங்களை தொகுத்து உயர் அலுவலர்களுக்கு அளிக்கிறார் என்றும் அரசின் அனைத்து திட்டங்களின் பயனும் உரிய பயனாளிகளுக்கு / கிராம மக்களுக்கு சென்றடைய ஊராட்சி உதவியாளரின் பங்களிப்பு என்பது பெரும் பங்கு வகிக்கிறது என்றும் இவர்கள் தமிழ்நாடு குக்கிராமங்கள் மேம்பாட்டுத் திட்டத்தின் கீழ் ஊராட்சிக்குட்பட்ட அனைத்து குக்கிராமங்களிலும் கள ஆய்வு மேற்கொண்டு, புள்ளி விவரங்கள் சேகரிக்கும் பணிகளையும் மற்றும் சோலார் விளக்குகள் பராமரிப்பு குறித்த பணிகளையும் மேற்கொள்ள வேண்டியுள்ளது

என்றும், மேலும், கிராம ஊராட்சிகளிலுள்ள மகளிர் சுகாதார வளாகங்களின் பராமரிப்பினையும் கண்காணிக்க வேண்டியுள்ளது என்றும் எனவே, ‘ஊராட்சி உதவியாளர்’ என்ற பணியிடத்தின் பெயரினை ‘ஊராட்சிச் செயலாளர்’ என பெயர் மாற்றம் செய்து, அவர்களின் பணியின் முக்கியத்துவத்தினை கருத்தில் கொண்டு அவர்களுக்கு சிறப்பு காலமுறை ஊதியம் ரூ.2500–5000+500 தர ஊதியத்துடன், சிறப்பு படியாக ரூ.500/- சேர்த்து வழங்கிட முன்மொழிவு ஒன்றினை ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர் அரசுக்கு அனுப்பியுள்ளார். இதனால் மாதம் ஒன்றுக்கு ஏற்படும் செலவினம் ரூ.63,09,000/- (ரூபாய் அறுபத்து மூன்று இலட்சத்து ஒன்பது ஆயிரம் மட்டும்) மாநில அரசு வழங்கும் மாநில நிதிக் குழு மான்யத்திலிருந்து மேற்கொள்ளலாம் எனவும் தெரிவித்து, இதன் மீது உரிய ஆணைகளை பிறப்பிக்குமாறு ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர் அரசினைக் கேட்டுக் கொண்டுள்ளார்.

5. மேற்காணும் ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையரின் பரிந்துரையினை அரசு கவனமாக ஆய்வு செய்து, அதன்படி, “ஊராட்சி உதவியாளர்” என்ற பணியிடத்தின் பெயரினை “ஊராட்சிச் செயலாளர்” என பெயர் மாற்றம் செய்து, அவர்களின் பணியின் முக்கியத்துவத்தினை கருத்தில் கொண்டு அவர்களுக்கு சிறப்பு காலமுறை ஊதியம் ரூ.2500/5000+ தர ஊதியம் 500/- உடன், சிறப்புப் படியாக மாதம் ரூ.500/- வழங்கியும் அரசு ஆணையிடுகிறது.

6. இவ்வாணை நிதித்துறையின் அ.சா.எண்.44209/PC/2011, நாள்.26.08.2011ல் பெறப்பட்ட இசைவுடன் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

நா.ச.பழனியப்பன்
அரசு முதன்மைச் செயலாளர்

பெறுநர்

ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர், சென்னை-15

அனைத்து மாவட்ட ஆட்சித்தலைவர்கள் (சென்னை நீங்கலாக)

இயக்குநர், உள்ளாட்சி நிதி கணக்குகள் துறை, சென்னை-108

மாநில தலைமைக் கணக்காயர், சென்னை -18/35/6

இயக்குநர், கருவூலம் மற்றும் கணக்குகள் துறை, சென்னை

நகல்:

நிதி (ஊரக வளர்ச்சி/ஊ.பி/சி.எம்.பி.சி/நிதி-IV துறை, சென்னை-9

ஊரக வளர்ச்சி மற்றும் ஊராட்சித்துறையின் அனைத்துப்பிரிவுகள்

மாண்புமிகு முதலமைச்சர் அவர்களின் நேர்முக உதவியாளர், சென்னை-9

மாண்புமிகு நிதி அமைச்சர் அவர்களின் நேர்முக உதவியாளர், சென்னை-9

(ஆணைப்படி அனுப்பப்படுகிறது)

பிரிவு அலுவலர்

4. கிராம ஊராட்சிகளால் நடத்தப்படும் கூட்டங்கள் விவரம்

4. i).Tamil Nadu Panchayats (Interpellation of President of Village Panchayat by the Members) Rules, 1999

(G.O. (Ms) No. 33 Rural Development (C4) Department, dated 15th February 1999)

In exercise of the powers conferred by clause (v) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994), and in supersession of the Rules relating to Interpellation of President by the Members of Panchayats, the Governor of Tamil Nadu hereby makes the following Rules -

RULES

1. Short title - These Rules may be called the Tamil Nadu Panchayats (Interpellation of President of Village Panchayat by the Members) Rules, 1999.

2. Restriction on question - No question shall be asked or answered at a meeting of a Panchayat as to any matter not concerned with the Village Panchayat administration and no question shall be asked except as to matters of fact and the answer shall be confined to a statement of facts. Except as thus provided, any question may be asked by any member of a Village Panchayat subject to the conditions and restrictions specified in these Rules.

3. Notice as questions - A member of a Village Panchayat who wishes to ask a question shall intimate his intention in writing to the President by giving ten clear days notice and such notice shall contain a copy of the question he wishes to ask.

4. Admissible questions - In order that a question may be admissible, it shall satisfy the following conditions, namely -

- (i) it shall be related to the administration of the Village Panchayat and that also be based on facts;
- (ii) it shall not relate to any name or statement not strictly necessary to make the question intelligible.
- (iii) if a question contains a statement, the member asking it shall make himself responsible for the accuracy of the statement;
- (iv) it shall not contain arguments, inferences, ironical expressions or defamatory statements;
- (v) it shall not ask for an expression of opinion or the solution of an abstract legal question of a hypothetical proposition;
- (vi) it shall not be asked as to the character or conduct of any person except in his official or public capacity;

(vii) it shall not be of excessive in length; and

(viii) a question once fully answered may not be asked again.

5. Decision as to admissibility of questions- The President shall decide on the admissibility of a question and either allow or disallow it before the date fixed for the next meeting for which it may be in time under Rule 3. He may disallow any question, if in his opinion, it is an abuse of the right of questioning or where in his opinion it cannot be answered consistently in the public interest and shall disallow any question which in his opinion, contravenes any of these Rules; and in such case the question shall not be entered in the proceedings of the Village Panchayat.

6. Agenda - Questions allowed by the President shall be entered in the Agenda and the President shall answer every question so entered, if not previously withdrawn by the member putting it, in the order in which it stands in the paper, before any business is entered upon at the meeting:

Provided that the President may, at his discretion, on the ground of public interest, answer a question on the Agenda, even though the question may have been withdrawn.

7. Supplementary questions - Any member may put a supplementary question for the purpose of further elucidating any matter of fact regarding which an answer has been given:

Provided that the President shall disallow any supplementary question if, in his opinion, it infringes the Rules as to the subject matter of questions and does not conform to the conditions specified under Rule 4:

Provided further that he may decline to answer a supplementary question without notice, in which case it may be put only in the form of a fresh question at a subsequent meeting of the Village Panchayat.

- i. Bar on discussion of answered questions - No discussion shall be permitted in respect of any question or of any answer given to a question, asked under these Rules.
- ii. Minutes - The question asked and the answer given to it shall be entered in the Minutes of the Village Panchayat.

RAMESH CHANDRA PANDA

SECRETARY TO GOVERNMENT

4 ii) Intimation to Block Development Officer (Village Panchayats) and Block Level Officials about the Meetings of Village Panchayats

Rural Development (C4) Department

G.O. (Ms) No. 126

Dated : 23.4.2001

Read :

1. G.O. (Ms) No. 474 Rural Development and Local Administration dated 23.12.1961.
2. From the Director of Rural Development Chennai Lr.Roc No.88788/2002/ PCA-4, dated 14.3.2001.

ORDER

In supersession of the orders issued in the G.O. first cited the government direct the Collectors of all District except Chennai to issue instructions to the Village Panchayats in their jurisdiction to send copies of the notices and agenda of meetings to the Block Development Officer (Village Panchayat) and block level officials who are implementing the development activities in the Village Panchayat area. The concerned officials and Block Development Officer (Village Panchayat) may attend or depute the competent officer to attend the meeting (field level officers or Extension Officers or Rural Welfare Officers) where their presence will be useful to clarify the doubts arising in the Village Panchayat meetings. However, the attendance of the representative officials at Village Panchayat meetings is optional.

(BY ORDER OF THE GOVERNOR)

RAMESH CHANDRA PANDA

SECRETARY TO GOVERNMENT

4. iii). Tamil Nadu Panchayats (Quorum and Procedure for the convening and conduct of Meetings of Village Panchayats) Rules, 1999

(G.O. (Ms) No. 167 Rural Development (C-4) Department, dated 9th August, 1999)

In exercise of the powers conferred by section 90 and sub-section (1) of section 94 and clause (vii) of sub-section (2) of section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Rules relating to Proceedings of Panchayats and Committees of Panchayats, the Governor of Tamil Nadu hereby makes the following Rules –

RULES

1. Short title - These Rules may be called the Tamil Nadu Panchayats (Quorum and procedure for the convening and conduct of Meetings of Village Panchayat) Rules, 1999.
2. Definitions
 - I. “Act” means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994):
 - II. All other words and expressions used in these Rules but not defined therein shall have the meanings respectively assigned to them in the Act.
3. Duration between the meetings
 1. The Village Panchayat shall meet in its office at least once in every month for the transaction of business on such days and at such times as it may arrange and also at such other times as often as a meeting shall be called by the President.
 2. No meeting shall be held on any day declared by the Government as holiday and other local holidays declared by the Collector.
4. Notice of the meeting
 1. Notice of not less than three clear days shall be given before the day of the meeting specifically indicating the date and time, the place of meeting and the business to be transacted thereat.

2. In cases of urgency, the President may convene a meeting on giving notice of not less than twenty four hours, clearly indicating the reasons of such urgency and the place, date and time of the meeting including the business to be transacted thereat.
5. Special meeting - A subject which is to be decided only in a meeting specially convened for a particular purpose as per the provisions of the Act, shall be decided only in a special meeting and no other subject shall be placed and decided at such a meeting.
6. Agenda —The agenda for the meeting shall be prepared by the President. The members may also bring agenda for discussions in the meeting and shall furnish details to the President not less than seven days prior to the date of meeting. The President, with his views thereon, shall place the Agenda for discussion in the meeting.
 - (i) The President, while preparing the Agenda for the ordinary meeting, shall invariably include among others, the following subjects : —
 - (ii) A statement showing the monthly receipts and charges of the Village Panchayat under all accounts upto the month: -
 - (iii) Progress of all schemes, programmes and works upto the month ;
 - (iv) Administration report of the Village Panchayat for every financial year within three months in the next year;
 - (v) Audit report of the Village Panchayat with explanatory notes thereon at the first meeting of the Village Panchayat after the receipt of the same;
 - (vi) Tour reports and inspection reports of every higher officer who inspected the schemes, programmes and works of the Village Panchayat at first meeting of the Village Panchayat after their receipts, preparation of development plan for Village Panchayat.
 - (vii) In order to ensure the successful participation of the members in the administration of Village Panchayat, the President shall place various instructions, guidelines issued from time to time by the Government of India, Government of Tamil Nadu, Director of Rural Development and the Collector of the District concerned before the Village Panchayat in the Agenda.

7. Service of notice of meeting and Agenda — The notice of meeting with the Agenda shall be served on a member following the procedure specified below, in the order in which it is specified:—

- (a) by giving or tendering the notice of meeting in the member concerned in person ; or
- (b) in case personal service could not be effected, by tendering in it to an adult member of his family ; or
- (c) if no adult member of his family is also available for service, the notice of meeting shall be sent by registered post with acknowledgement due, or by affixing it on the conspicuous place of his last known address in the presence of the Village Administrative Officer of that Village.

8. Validity of meeting - The entire proceedings shall be invalid if the notice of meeting with the Agenda is not served to any member of the Village Panchayat.

9. Requisition meeting

- (1) The President shall, on the requisition in writing, of not less than one-third of the members, convene a meeting of the Village Panchayat provided that the requisition specifies the date on which and the purpose for which the meeting is to be held. The requisition shall be delivered at the Village Panchayat office during office hours to the President, or any other person who may then be in-charge of the office not less than seven clear days before the day of the meeting.
- (2) If the President fails within forty-eight hours from the delivery of such requisition to call a meeting on the day specified therein, or within three days thereafter, the meeting may be called by all the members who signed the requisition on giving the notice as provided in Rule 4 of the their members.

10. Meeting open to public —All meetings shall be open to the public provided that the presiding member may at his discretion or at the request of the Village Panchayat shall, in any particular case for the reasons to be recorded in the minutes, direct that the public generally or any particular person shall withdraw.

11. Attendance of the meeting - The members and the presiding member attending the meeting shall sign in the attendance register. At the closure of the meeting, the presiding member shall close the attendance register by specifying the number of members attended in the register and sign at the end.

12. Quorum

- (1) No business shall be transacted at a meeting unless there be present at least three members or one-third of the number of members then on the Village Panchayat whichever is higher throughout the duration of the meeting.
- (2) If within half an hour after the time appointed for a meeting, a quorum is not present, the meeting shall stand adjourned unless all the members present agree to wait longer.
- (3) If the meeting stands adjourned for want of quorum, the President shall give a fresh notice for such adjourned meeting, as provided in Rule 4.

13. Adjourned of the meeting for other reasons — (1) The presiding member while transacting business at the meeting may adjourn any meeting of a Village Panchayat with the consent of the majority of the members for valid reasons to be recorded in writing in the minutes. When once a meeting is adjourned sine die for valid reasons, it shall not continue its meeting.

- (2) While transacting the business, if a meeting is validly adjourned by the presiding member with the consent of the majority of the members present at the meeting, the meeting held on adjourned date shall, for all purposes, be a continuation of the original meeting and no fresh notice shall be necessary for such an adjourned meeting.
- (3) If the President adjourns the meeting contrary to the wishes of the members present and there by interrupts or leaves un-finished, the business for which the meeting was convened, the remaining members may lawfully continue the business. In the absence of President, the Vice-President, in the absence of Vice-President, a member elected from among themselves may preside over the meeting and continue the business. Any business which was duly notified in the notice for the meeting shall alone be transacted to completion and if it is so transacted, it shall be valid.

14. Passing of resolution — Every question which may come before the Village Panchayat at any meeting shall be decided by a majority of the members present and voting at the meeting and in every case of equality of votes, the presiding member shall have and exercise a second or casting vote. In the case of any resolution not carried unanimously, the names of the members who voted for and against it shall be recorded in the minutes.

15. Modification or cancellation of resolution – No resolution shall be modified or cancelled within three months after the passing thereof except at a meeting specially convened in that behalf and by a resolution supported by not less than one-half of the sanctioned number of members.

16. Minutes – Minutes of the proceedings at each meeting shall be drawn up and entered in a book to be kept for that purpose and as soon as the discussions on a subject are over, the presiding member shall record the decision of the Village Panchayat then and there, read the text of the decision to the members present and affix his signature immediately below the last line of the resolution. At the end of the meeting, he shall record in the minutes that all the resolutions passed have been readout in the open meeting and then only he shall sign at the end of the minutes and shall also obtain the signatures of all the members present at the meeting.

17. Custody of records — The President shall have the custody of the proceedings and records of the meetings of the Village Panchayat and may grant copies of any such proceedings and records on payment of such fees as the Village Panchayat may by general or special order, determine. Copies shall be certified by the President as provided in section 76 of the Indian Evidence Act, 1872 (Central Act I of 1872), and copies so certified may be used to prove the records of the Village Panchayat in the manner as they may under clause (5) of section 78 of the said Act, be used to prove the proceedings of that body.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

4.iv) Tamil Nadu Panchayats (Moving of Resolutions at Meetings of Village Panchayats) Rules, 1999

(G.O. (Ms) No. 180 Rural Development (C4) Department, dated 30th August, 1999)

In exercise of the powers conferred by clauses (v) and (viii) of sub-section (2) of section 242 of the Tamil Nadu Panchayat Act 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Rules relating to moving of resolutions at meetings of Panchayats, the Governor of Tamil Nadu hereby makes the following Rules -

RULES

1. Short title – These Rules may be called the Tamil Nadu Panchayats (Moving of Resolutions at meetings of Village Panchayats) Rules, 1999.
2. Procedure of notice – A member who wishes to move a resolution shall intimate his intention in writing to the President by giving at least ten clear days notice and such notice shall contain a copy of the resolution which he wishes to move :

Provided that the President may allow a resolution with shorter notice than ten days to be entered on the list of business.

3. Admission of resolution . – No resolution shall be admissible which does not comply with the following conditions, namely : -

- a. It shall be related to the administration of the Village Panchayat concerned;
- b. It shall be clearly and precisely expressed and shall rise a definite issue; and
- c. It shall not contain arguments, inferences, ironical expressions or defamatory statements, nor shall it refer to the conduct or character of any person except in his official or public capacity.

4. Admissibility of resolution – The President shall decide on the admissibility of a resolution. He may disallow any resolution which, in his opinion, contravenes the provisions of the Tamil Nadu Panchayats Act, 1994 or the Rules made thereunder and the decision of the President shall be final;

Provided that if, in the opinion of the President, a resolution relates to a matter which is un-connected with the administration of the Village Panchayat concerned, the President shall refer the resolution to the Inspector and obtain his orders as to its admissibility.

5. Entry of resolution in the list of business - A resolution which has been admitted by the President shall be entered in the list of business in the notice for the meeting.

6. The Procedure to move or otherwise of a resolution -

(1) A member in whose name a resolution appears on the list of business shall, when called on, either.-

(a) move the resolution ; or

(b) withdraw the resolution in which case he shall confine himself to a mere statement to that effect.

(2) If the member, when called on, is absent or proposes to withdraw or unwilling to move the resolution or if he has ceased to be member before the meeting, any member present at the meeting may move the resolution; and if no member moves it, it shall be considered to have been withdrawn.

(3) Every resolution which has been moved shall be seconded. otherwise it shall not be discussed.

7. Mode of discussion

(1) No speech, except with the permission of the President shall exceed five minutes in duration ;

Provided that the mover of a resolution which moving the same may speak for not more that ten minutes.

2).The discussion of a resolution shall be strictly limited to the subject of the resolution moved.

8. Amendment to a resolution

- (1) When a resolution is under discussion any member may, subject to Rules 3,4 and 7. move an amendment to such resolution.
- (2) Every amendment, which has been moved, shall be seconded, otherwise it shall not be discussed.
- (3) A member who has moved a resolution or an amendment to a resolution shall not withdraw the same except by leave of the Village Panchayat.
- (4) No discussion shall be permitted on a motion for leave to withdraw except with the permission of the President.
- (5) When an amendment to any resolution is moved or when two or more such amendments are moved, the President shall, before taking the consent of the Village Panchayat thereon, state or read to the Village Panchayat, the terms of the original motion and of the amendment or amendments proposed.
- (6) Ordinarily the President shall put the amendment to vote in the order in which they have been moved and lastly the original motion, if all the amendments are lost. But it shall be in his discretion in any case to put to vote the original motion and the amendments in such order as he thinks fit.

9. Division of resolution into points for voting — When any resolution involving several points has been discussed, it shall be in the discretion of the President to divide the resolution into points and put each of such point separately to vote.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

4. v). Extract of Tamil Nadu Panchayat act 1994, Section 89

89. Presidency at meetings of Panchayat.- (1) Every meeting of a Panchayat shall be presided over by the President or the Chairman, as the case may be, and, in his absence by the Vice-President or Vice-Chairman, as the case may be, and in the absence of the President, Chairman, Vice-President and Vice-Chairman, by a member chosen by the members present at the meeting to preside for the occasion.

(2) The President or the Chairman, as the case may be, shall preserve order and decide all points of order arising at or in connection with meetings. There shall be no discussion on any point of order and the decision of the President or Chairman, as the case may be, on any point of order shall be final.

(3) A Vice-President, a Vice-Chairman or member presiding for the occasion shall, for that meeting and during the period he presides over it, have all the powers of the President or Chairman, as the case may be.

4.vi). Extract of Tamil Nadu Panchayat act 1994, Section 90

90. Meetings of Panchayat.- Every Panchayat shall meet at such times and places and shall, subject to the provisions of Section 89, observe such rules of procedure in regard to transaction of business as its meetings (including the quorum at meeting) as may be prescribed:

Provided that not more than sixty days shall elapse between any two meetings of the Panchayat.

4.vii). Extract of Tamil Nadu Panchayat act 1994, Section 91

91. Members when to abstain from taking part in discussion and voting.- (1) No member shall vote on, or take part in the discussion of, any question coming up for consideration at a meeting of the Panchayat or any Committee if the question is one in which, apart from its general application to the public he has any direct or indirect pecuniary interest by himself or his partner.

(2) The President or Chairman, as the case may be, may prohibit any member from voting or taking part in the discussion of any matter in which he believes such member to have such interest, or he may require such member to absent himself during the discussion.

(3) Such member may challenge the decision of the President or Chairman, who shall thereupon put the question to the meeting. The decision of the meeting shall be final.

(4) If the President or Chairman is believed by any member present at the meeting to have any such pecuniary interest in any matter under discussion, he may, if a motion to that effect is carried, be required to absent himself from the meeting during such discussion.

(5) The member concerned shall not be entitled to vote on the question referred to in sub-section (3) and the President or Chairman concerned shall not be entitled to vote on the motion referred to in sub-section (4).

Explanation.- The terms “President” and “Chairman” in this section include a Vice-President, Vice-Chairman or member presiding for the occasion.

4.viii). Extract of Tamil Nadu Panchayat act 1994, Section 92

92. Minutes of proceedings.- A copy of the minutes of the proceedings of every meeting of a Panchayat as well as all minutes of dissent in respect of such proceedings received from any member present at the meeting, within forty-eight hours of the close thereof, shall be submitted by the President or Chairman, as the case may be, within three days of the date to the meeting to the Inspector:

Provided that the Inspector may direct that such minutes shall be submitted either generally or in any specified classes of cases to any officer empowered by him in this behalf.

4.ix). Extract of Tamil Nadu Panchayat act 1994, Section 202

202. Power to suspend or cancel resolution, etc. under the Act.- (1)

The Inspector may, by order in writing-

(i) suspend or cancel any resolution passed, order issued, or licence or permission granted, or

(ii) prohibit the doing of any act which is about to be done or is being done, in pursuance or under colour of this Act, if in his opinion,-

(a) such resolution, order, licence, permission or act has not been legally passed, issued, granted or authorised, or

(b) such resolution, order, licence, permission or act is in excess of the powers conferred by this Act or any other law or an abuse of such powers or is considered by the Inspector to be otherwise undesirable, or

(c) the execution of such resolution or order, or the continuance in force of such licence or permission or the doing of such act is likely to cause danger to human life, health or safety, or is likely to lead to a riot or an affray;

Provided that nothing in this sub-section shall enable the Inspector to set aside any election which has been held.

(2) The Inspector shall, before taking action on any of the grounds referred to in clauses (a) and (b) of sub-section (1), give the authority or person concerned an opportunity for explanation.

(3) The power conferred on the Inspector under clause (c) of sub-section (1) may be exercised by the Collector in accordance with the provisions of that clause.

5. கிராம சபை

5. i). Entrustment of functions to Grama Sabha

Rural Development (C.1) Department

G.O. (Ms) No. 152
ORDER

Dated : 20.07.1998

The appended Notification will be published in the TamilNadu Government Gazette Extraordinary dated the 20th July 1998.

(By order of the Governor)

RAMESH CHANDRA PANDA

SECRETARY TO GOVERNMENT

APPENDIX

NOTIFICATION

In exercise of the powers conferred by clause (b) of sub- section (3) of section 3 of the TamilNadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994), the Governor of Tamil Nadu hereby entrusts the following other functions to the Grama Sabha -

(1) Approval of the beneficiaries selected and location of institutions and community facilities identified by the Village Panchayat;

(2) Review of the completed works executed in the previous year by Village Panchayat and scrutiny of the list of works under taken in the year by the Village Panchayat or by any Government Department and agency;

(3) Promotion of communal and social harmony among the various groups of people in the Village Panchayat;

(4) Mobilisation of voluntary labour, contribution in cash and kind for community welfare and development Programmes; and

(5) Examining annual statement of accounts and audit report of the Village Panchayat.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

5.ii). ஊராட்சிகளில் கிராம சபை கூட்டம் காலாண்டிற்கு ஒருமுறை கூட்டுதல்

அரசாணை (நிலை) ண்.245

ஊரக வளர்ச்சி (சி1)துறை

நாள் : 19.11.1998

படிக்க :

1. அரசு ஆணை (நிலை) எண்.150 ஊரக வளர்ச்சித் துறை, நாள் 17.7.1998.
2. அரசு ஆணை (நிலை) எண்.152, ஊரக வளர்ச்சித் துறை, நாள் 20.7.98.
3. மத்திய அரசு ஊரக வேலை வாய்ப்பு மற்றும் ஊரக வளர்ச்சித் துறையின் மாநில அமைச்சர் அவர்கள் 8.9.98 நாளிட்டு மாண்புமிகு தமிழக முதல்வருக்கு அனுப்பிய கடித எண். நே.மு.ஆர்.12011/4/98-பி.ஆர்.

ஆணை

1994ம் ஆண்டு தமிழ்நாடு ஊராட்சிகள் சட்டம், பிரிவு 3ல் கிராமசபை மற்றும் அதன் நடவடிக்கைப் பற்றி குறிப்பிடப்பட்டுள்ளது. அதன்படி பார்வை ஒன்றில் படிக்கப்பட்ட அரசாணையில் ஊராட்சிகளில் கிராமசபை கூட்டம் நடத்துவது குறித்து 1998ம் ஆண்டு தமிழ்நாடு கிராமசபை (குறைவெண்வரம்பு மற்றும் கூட்ட நடவடிக்கை நடைமுறை) விதிகள் வெளியிடப்பட்டுள்ளது. பார்வை இரண்டில் படிக்கப்பட்ட அரசாணையில் கிராமசபைக்கான செய்கடமைகள் வரையறுக்கப்பட்டுள்ளன. மேற்படி சட்டப்பிரிவு 3(2)ன்படி கிராமசபை கூட்டம் வருடத்தில் குறைந்தது இரண்டு முறையேனும் கூட்டப்பட வேண்டும். அந்த இரண்டு கூட்டங்களுக்கு இடையேயும் ஆறு மாத கால இடைவெளி இருத்தல் கூடாது என்பது வரையறுக்கப்பட்ட விதிகளாகும்.

6. பார்வை மூன்றில் படிக்கப்பட்ட கடிதத்தில் இந்தியாவில் உள்ள அனைத்து கிராம ஊராட்சிகளிலும் கிராமசபை கூட்டங்கள் அவ்வூராட்சி தலைவர்களால் ஒவ்வொரு காலாண்டிலும் முன்னரே குறிப்பிட்ட நாட்களில் கூட்ட வேண்டுமென்ற அடிப்படையில் தமிழ்நாட்டிலுள்ள ஊராட்சித் தலைவர்களுக்கு அறிவுரைகள் வழங்குமாறு மத்திய அரசின் ஊரக வேலை வாய்ப்பு மற்றும் ஊரக வளர்ச்சித் துறை மாநில அமைச்சர் அவர்கள் கேட்டுக் கொண்டுள்ளார். மேலும் கிராமசபை கூட்டங்கள் தேசிய விடுமுறை நாட்களான ஜனவரி 26 (குடியரசு தினம்), மே 1 (தொழிலாளர் தினம்), ஆகஸ்டு 15 (சுதந்திர தினம்), அக்டோபர் 2 (காந்தி பிறந்த நாள்) ஆகிய நாட்களில் நடத்தலாம் என்றும் கருத்து தெரிவித்துள்ளார்.

7. மேலே பத்தி 2ல் உள்ள மத்திய அரசின் கருத்துருவினை அதி கவனமுடன் பரிசீலித்து மாண்புமிகு தமிழக முதல்வர் அவர்களின் வேண்டுகோளுக்கிணங்க 1998ம் ஆண்டு அக்டோபர் 2ம் நாள் மகாத்மா காந்தி பிறந்த நாளன்று தமிழ்நாட்டிலுள்ள 12593 ஊராட்சிகளில் 12456 ஊராட்சிகளில் கிராம சபை கூட்டங்கள் சிறப்பான முறையில் நடைபெற்றுள்ளன. மேலும் அக்கிராம சபை கூட்டங்களில் மாவட்ட ஆட்சியர்களும், அரசின் பல்வேறு அலுவலர்களும் கலந்துகொண்டு கிராம சபையின் நோக்கம் மற்றும் அரசின் அனைத்துத்துறை நலத்திட்ட பணிகள் குறித்து எடுத்துரைக்கப்பட்டுள்ளது. மேற்குறிப்பிட்டுள்ள சூழ்நிலையில் மைய அரசின் கருத்துருவினை ஏற்று அடுத்து வரும் ஆண்டுகளில் ஒவ்வொரு காலாண்டிலும் கிராமசபை கூட்டத்தை குறிப்பிட்ட நாட்களில் கூட்டவும் அக்கூட்டத்தில் என்னென்ன பொருட்கள் விவாதத்திற்கு எடுத்துக் கொள்ளப்பட வேண்டும் என்பதை வரையறுக்கவும் அக்கூட்டங்களில் அரசு அலுவலர்கள் பற்றாளர்களாக (Nodal Officer) கலந்துகொள்ள அனுமதிக்கவும் அரசு முடிவு செய்துள்ளது. அதன்படி வரும் ஆண்டுகளில் கிராமசபை கூட்டங்கள் ஊராட்சித் தலைவர்களால் கூட்டுவதற்கு அரசினால் தீர்மானிக்கப்பட்ட நாட்கள் மற்றும் அக்கூட்டத்திற்கான விவாத பொருட்கள் கீழ்க்கண்டவாறு நிர்ணயம் செய்யப்படுகிறது.

கிராம ஊராட்சி நிர்வாகம் தொடர்பான முக்கிய அரசாணைகள் தொகுப்பு

கால அளவு (1)	வரையறுக்கப்பட்ட நாள் (2)	விவாதத்திற்கு எடுத்துக் கொள்ள வேண்டிய பொருள் (3)
முதல் காலாண்டு (ஏப்ரல், மே, ஜூன் ஆகிய மாதங்கள்)	தொழிலாளர் தினம் (மே திங்கள் முதல் நாள்)	அரசின் பல்வேறு வளர்ச்சி திட்டப்பணிகளின் கீழ் பயன்பெறும் பயனாளிகள் பட்டியல் மற்றும் ஊராட்சிகள் ஒப்புதல் அளித்த வளர்ச்சிப் பணிகள் கிராமசபைக் கூட்டத்திற்கு முன்னர் வைக்கப்படுதல்.
இரண்டாம் காலாண்டு (ஜூலை, ஆகஸ்டு, செப்டம்பர் ஆகிய மாதங்கள்)	சுதந்திர தினம் (ஆகஸ்டு திங்கள் பதினைந்தாம் நாள்)	வறுமை ஒழிப்புத் திட்டம் உட்பட அனைத்து துறைகளிலும் மேற்கொள்ளப்படும் திட்டங்களினால் தனிநபர் மற்றும் சமுதாயத்தினர் ஒவ்வொரு திட்டத்தின் கீழும் பயன்பெறும் தன்மையினை எடுத்துரைத்தல்
மூன்றாவது காலாண்டு (அக்டோபர், நவம்பர், டிசம்பர் ஆகிய மாதங்கள்)	காந்தி பிறந்த நாள் (அக்டோபர் திங்கள் இரண்டாம் நாள்)	1.ஊராட்சி மற்றும் அரசின் இதர துறைகள் மேற்கொள்ளும் வளர்ச்சி பணிகள் குறித்து இடைநிலைஆய்வு மேற்கொள்ளல். 2.ஊராட்சியின் முந்தைய ஆண்டிற்கான ஆண்டறிக்கை மற்றும் வரவு செலவு கணக்கின் மீதான தணிக்கை குறிப்புகள் கிராம சபை கூட்டத்திற்கு முன் சமர்ப்பித்தல்
நான்காவது காலாண்டு ஜனவரி, பிப்ரவரி, மார்ச் (ஆகிய மாதங்கள்)	குடியரசு தின விழா (ஜனவரி திங்கள் இருபத்தாறாம் நாள்)	ஊராட்சியின் வளர்ச்சி பணி தொடர்பாக அடுத்து வரும் நிதி ஆண்டிற்கான திட்ட அறிக்கையினை கிராமசபை கூட்டத்தின் முன் வைத்து ஒப்புதல் பெறுதல்

4. சம்பந்தப்பட்ட மாவட்ட ஆட்சியர்கள் கிராமசபை கூட்டம் நடைபெறும் நாட்களில் தங்கள் கீழ்ப்பணிபுரியும் பல்வேறு துறை அலுவலர்களை பற்றாளர்களாக (Nodal Officer) அனுப்பும்படி கேட்டுக் கொள்ளப்படுகிறார்கள். கிராமசபை கூட்டம் முடிந்தவுடன் மாவட்ட ஆட்சியர்கள் தங்களது அறிக்கையை ஒரு வாரத்திற்குள் ஊரக வளர்ச்சி இயக்குநருக்கு அனுப்பி வைக்குமாறு கேட்டுக் கொள்ளப்படுகின்றனர். மாவட்ட ஆட்சியர்களிடமிருந்து பெறப்பட்ட அறிக்கைகளை ஒருங்கிணைத்து காலாண்டிற்கு ஒருமுறை அரசுக்கு அனுப்பி வைக்குமாறு ஊரக வளர்ச்சி இயக்குநர் கேட்டுக் கொள்ளப்படுகிறார்.

(ஆளுநரின் ஆணைப்படி)

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

5.iii). The Tamil Nadu Grama Sabha (Procedure for convening and conducting of meeting) Rules, 1998

(G.O. (Ms) No. 150, Rural Development (C-1) Department, Dated 17th July 1998)

In exercise of the powers conferred by sub – section (5) of section 3 read with sub – section (1) of section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994), the Governor of Tamil Nadu hereby makes the following Rules :

RULES

1. Short title – These Rules may be called the Tamil Nadu Grama Sabha (Quorum and Procedure for Convening and Conducting of Meetings) Rules, 1998.
2. Venue and day of the meeting – The Grama Sabha in every Village Panchayat shall meet at a public place within the limits of the Village Panchayat. Meeting shall be held on official working day. No meeting shall be held on public holidays, unless specially notified by the Inspector, or by the Government.
3. Notice – For holding meeting of the Grama Sabha not less than seven clear days notice prior to the date and time of the meeting and of the subjects to be deliberated shall be given in the manner specified below -
 - i. by beat of drum in all the habitations of the Village Panchayat announcing the place, date, hour and agenda of the meeting;
 - ii. by a written intimation of the meeting to be displayed by affixure in the office of the Village Panchayat and in a few other conspicuous public places such as school building, noon – meal center, television room, Village temple, over – head tank and so on; and
 - iii. a copy of the notice and the agenda shall be sent to the Inspector not less than seven clear days before the date of the meeting.
4. Quorum for a meeting – No subject shall be taken up for deliberation at a meeting of the Grama Sabha unless there be present one/tenth of the total number of the members of the Grama Sabha.
5. Adjournment of the meeting – If within half an hour after the time appointed for the meeting, the requisite quorum is not available, the meeting shall stand adjourned to a date and time to be notified to the members by the presiding officer.

6. Agenda – The agenda for the meeting shall be prepared by the President in consultation with the Village Panchayat. It shall include a report on the action taken on the decisions of the previous meeting of the Grama Sabha.

7. Presiding Officer to presence the orders in the meeting – The presiding officer of the meeting of the Grama Sabha shall preserve order at the meeting and decide all points of order arising at or in connection with the meeting. There shall be no discussion on any point of order if decided by the presiding officer and his decision shall be final.

8. Observer of the meeting – Where the meeting of the Grama Sabha has been convened by the Inspector, the Inspector shall have right to send an officer not below the rank of Block Development Officer as observer who shall submit a report to Inspector within seventy two hours of the completion of the Grama Sabha meeting.

9. Attendance register – The attendance of the members of the Grama Sabha shall cause to be recorded in a register maintained for this purpose by the presiding officer of the meeting.

10. Minutes – The minutes of the meeting shall be recorded in the same register by the presiding officer and it shall be read out before the conclusion of the meeting and the presiding officer shall then sign it. The minutes of the Grama Sabha meeting shall be placed before the Village Panchayat at its next meeting for consideration and further action.

11. Submission of the minutes – A copy of the minutes of the meeting shall be submitted to the Inspector within three days of the date of the meeting.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

5. iv. Amendment To The Tamil Nadu Grama Sabha (Quorum and Procedure for Convening and Conducting of Meetings) Rules 1998

(G.O. (Ms) No. 130 Rural Development and Panchayat Raj (C4) Department, dated 25.09.2006)

In exercise of the powers conferred by Section 242 of the Tamil Nadu Panchayats Act, 1994 (TamilNadu Act 21 of 1994) the Governor of TamilNadu hereby makes the following Amendments to the TamilNadu Grama Sabha (Quorum and Procedure for convening and conducting of meetings) Rules, 1998 -

AMENDMENTS

In the said Rules -

(1) for Rule 2 the following Rule shall be substituted, namely -

“2. Venue, day and time of meeting – The Grama Sabha in every Village Panchayat shall meet at a public place within the jurisdiction of the Village Panchayat in each of the Ward by rotation on the date appointed by the President of the Village Panchayat or as the case may be, the Inspector at 11.00 a.m. on any working day. No meeting shall be held on any public holiday, unless specifically notified in this behalf by the Inspector, or the Government”.

(2) for Rule 4, the following Rule shall be substituted, namely -

“4. Quorum for a meeting – No subject shall be taken up for deliberation at a meeting of the Grama Sabha unless to be present the number of members as specified in the Table below -

THE TABLE

Sl. No.	Population of Village Panchayat	Quorum for the meeting
1	2	3
1	Upto 500	50
2	501 to 3,000	100
3	3,001 to 10,000	200
4	Above 10,000	300

Provided that out of the quorum specified in column (3) of the Table above, one third shall be women members of the Scheduled Castes / Scheduled Tribes members shall be in the same proportion to the quorum as the population of the Scheduled Castes / Scheduled Tribes bears to the total population of the “Village Panchayat” and

(3) for Rule 9, the following Rule shall be substituted, namely -

“9. Attendance Register and recording of proceedings of meeting – The Attendance of the members of the Grama Sabha meeting shall cause to be recorded in a register maintained for the purpose by the Presiding Officer of the meeting. The Presiding Officer shall arrange to record the proceedings of the meeting by means of photographs”.

K. ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT

5.v). உயர்நிலைக் குழு பரிந்துரைகள் கிராம சபை கூட்டம் கிராம சபை கூட்ட செலவின வரம்பினை உயர்த்துதல்.

ஊரக வளர்ச்சி மற்றும் ஊராட்சித் (ப.ரா.1) துறை

அரசாணை (நிலை) எண். 160

நாள் : 30.9.2008

படிக்கப்பட்டவை:

- 1 அரசாணை (நிலை) எண்.245, ஊரக வளர்ச்சி மற்றும் ஊராட்சித் துறை, நாள் 19.11.1998.
- 2 அரசாணை (நிலை) எண்.76, ஊரக வளர்ச்சி மற்றும் ஊராட்சித் துறை, நாள் 26.3.2000.
- 3 ஆணையர், ஊரக வளர்ச்சி மற்றும் ஊராட்சி, கடிதம் எண்.ந.க.58584/08/ப.ரா.அ.2.2, நாள் 2.9.2000

ஆணை

மேலே படிக்கப்பட்ட அரசாணை ஒன்றில் கிராம சபை ஒவ்வொரு ஆண்டிலும் குறைந்தது நான்கு முறையாவது, அதாவது ஜனவரி 26, மே 1, ஆகஸ்ட் 15 மற்றும் அக்டோபர் 2 தேதிகளில் நடத்தப்படவேண்டும் என்று ஆணையிடப்பட்டது. கிராம சபையினை நடத்த, கிராம ஊராட்சியின் அனுமதியின்படி, கிராம ஊராட்சி நிதியிலிருந்து, அதிகபட்சமாக ரூ.500/செலவு செய்ய கிராம ஊராட்சித் தலைவர்களுக்கு அனுமதியளித்து படிக்கப்பட்ட அரசாணை இரண்டில் ஆணையிடப்பட்டது.

- 1 மாண்புமிகு ஊரக வளர்ச்சி மற்றும் உள்ளாட்சித் துறை அமைச்சர் அவர்களின் தலைமையிலான மூன்றாவது உயர்நிலைக் குழு, ஊரக உள்ளாட்சி அமைப்புகளிடமிருந்து பெறப்பட்ட கோரிக்கைகளின் அடிப்படையில், கிராம சபை நடத்துவதற்கான செலவினத்தை ரூ.500/- லிருந்து ரூ.1,000/ஆக உயர்த்துவது என பரிந்துரைத்துள்ளது.
- 2 அதன் பொருட்டு, கிராம ஊராட்சி நிதியிலிருந்து கிராம சபை நடத்த 26.3.2000ம் நாளிட்ட ஊரக வளர்ச்சித்துறை, அரசாணை எண்.76ன்படி ஏற்கனவே அனுமதிக்கப்பட்டுள்ள ரூ.500/என்பது போதுமானதாக இல்லை என்றும், எனவே உயர்நிலைக்குழுவின் பரிந்துரையின்படி கிராம சபை நடத்துவதற்கான செலவினத்தின் வரம்பினை ரூ.1,000/ஆக உயர்த்தலாம் என்றும் ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர் பரிந்துரைத்துள்ளார். மேலும் இதன் பொருட்டு ஏற்படும் செலவினத்தை கிராம ஊராட்சியின் பொது நிதியிலிருந்து மேற்கொள்ளலாம் என்றும், இதனால் அரசுக்கு எந்தவித கூடுதல் நிதிச் சுமையும் ஏற்படாது என்றும் எனவே, இதன் பொருட்டு அரசாணை வெளியிடுமாறு ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர் அரசினைக் கேட்டுக்கொண்டுள்ளார்.
- 3 ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையரின் கருத்துருவினை அரசு கவனமாக பரிசீலனை செய்தது. அதன் அடிப்படையில் கிராம சபைக் கூட்டம் நடத்துவதற்கான செலவினங்களை ஊராட்சி மன்ற ஒப்புதலுடன் அதிகபட்சமாக ரூ. 1,000/மட்டும் (ரூபாய் ஆயிரம் மட்டும்) செலவினம் மேற்கொள்ள ஊராட்சித் தலைவர்களுக்கு அதிகாரம் வழங்கி ஆணையிடப்படுகிறது.
- 4 மேலே பத்தி நான்கில் ஒப்பளிக்கப்பட்ட செலவினம் ஊராட்சியின் பொது நிதியிலிருந்து மேற்கொள்ளப்பட வேண்டுமெனவும் அரசு ஆணையிடுகிறது.
- 5 இவ்வரசாணை நிதித்துறையின் அ.சா.எண். 57584/ஊ.வ/08 நாள் 22.9.2008ன் இசைவுடன் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

க. அசோக் வர்தன் ஷெட்டி,
அரசு முதன்மைச் செயலாளர்

5. vi) Extract of Tamil Nadu Panchayat act 1994, Section 3

3. Grama Sabha. – (1) There shall be a Grama Sabha for every Village Panchayat consisting of persons registered in the electoral roll relating to the Panchayat Village, comprised within the area of the said Village Panchayat.

¹[(2) Subject to the general orders of the Government, the Grama Sabha shall meet atleast twice in a year but six months shall not intervene between any two meetings.

(2-A) Every meeting of the Grama Sabha shall be convened by the President of the Village Panchayat. If the President fails to convene the meeting of the Grama Sabha, the Inspector shall convene the meeting.]

(3) (a) The Grama Sabha shall, -

(i) approve the village plan ;

(ii) approve the village budget for the year ; ²[***]

³[(ii-a) approve the audit report on the Village Panchayat accounts of the previous year; and]

(iii) review the progress of the implementation of all schemes entrusted to the Village Panchayat.

(b) The Government may, by notification, entrust to the Grama Sabha such other functions as may be specified.

(4) The Village Panchayat shall give due consideration to the recommendations and suggestions of the Grama Sabha.

(5) The *quorum* for a meeting ⁴[***] and the procedure for convening and conducting such meetings of the Grama Sabha shall be such as may be prescribed.

(6) Every meeting of the Grama Sabha shall be presided over by the President and in his absence, by the Vice President and in the absence of both the President and Vice President, by a member chosen by the members present at the meeting.

6. கிராம ஊராட்சிக் குழுக்களின் பணிகள்

6.i) Tamil Nadu Panchayats (Constitution of Committee of Village Panchayats and the Delegation of Functions to such Committees) Rules, 2005

(G.O. (Ms.) No. 102 Rural Development (C4) Department, dated 12th July 2005)

In exercise of the powers conferred by clause (vi) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Tamil Nadu Panchayats (Constitution of Committees of Village Panchayats and Delegation of Functions to such Committees) Rules, 1999, the Governor of Tamil Nadu hereby makes the following Rules -

RULES

1. Short title – (1) These Rules may be called the Tamil Nadu Panchayats (Constitution of Committees of Village Panchayats and Delegation of Functions to such Committees) Rules, 2005.
2. Definition – In these Rules, unless the context otherwise requires, “Act” means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994).
3. Constitution of Committees – (1) Every Village Panchayat shall constitute the following Committees, namely -
 - o Appointment Committee
 - o Development Committee
 - o Agricultural and Watershed Committee
 - o Works Committee
 - o Education Committee
 - i The Village Panchayat shall select members for each Committee as indicated in the respective provisions of these Rules. The President and members of the Village Panchayat may serve in one or more Committees. No member of a Committee shall act as Chairman for more than three Committees. The President shall be ex-officio member of all the Committees constituted under sub-Rule (1).
4. Appointment Committee - (1) The Appointment Committee shall consist of the President of the Village Panchayat and of its members selected from among its members annually.

(2) The Appointment Committee may select candidates for appointment to any of the posts sanctioned in the Village Panchayats as prescribed in section 101 of the Act (except the posts which are specifically excluded from the purview of the provisions of the Act or the Rules made thereunder) and the pay of which is debitable to the funds of the Village Panchayat.

5. Development Committee - (1) (a) The Chairman of the Development Committee shall be selected from among the women members of the Village Panchayat.

3. The Development Committee shall consist of the following members namely -

- a. Two members of the Village Panchayat
- b. One Noon Meal Organiser
- c. one Head Master or Headmistress of local Primary or Middle School.
- d. One Non –Governmental Organiser or Social Worker
- e. representative from one Self Help Group
- f. one Village Health Nurse
- g. one Rural Welfare Officer
- h. Secretary of the Primary Agriculture Co-operative Society;

(2) The Development Committee shall-

- i. promote community maintenance of assets in the field of health, drinking water and sanitation;
- ii. supervise the protected drinking water supply to all the areas of the Panchayat Village to ensure prevention of communicable diseases;
- iii. organize immunization and vaccination camps and promote better health care;
- iv. create awareness to promote, organize campaigner relating to public health, water and rural sanitation;
- v. inspect health sub-centres and health centres located in the Panchayat Village and submit its observations suggestions for discussion in the Village Panchayat.
- vi. Promote participation of the users of drinking water in maintenance of water supply system;
- vii. Promote individual household toilets, group toilets, school and community sanitation and women sanitary complex;

- viii. Process and recommend the resolution passed by the habitation or Ward Committees;
 - ix. Promote the Welfare of Women, children, physically handicapped, destitute, widows aged people, bonded labourers, scheduled castes and scheduled tribes;
 - x. form self help groups; take action for eradication of child labour, prohibition of liquor, prevent Female infanticide, promotion of anti party, promotion of communal harmony, eradication of untouchability and implementation of Poverty Reduction Project;
 - xi. assist the Village Panchayat in the maintenance of hand pumps, power pumps, overhead tanks, drinking water ooranies and any other means of drinking water supply in the Panchayat Village;
 - xii. assist the Village Panchayat to watch the functioning of ration shop under Public Distribution System in Panchayat Village and monitor timely supply of goods in prescribed quantity and quality, display of daily stock position in retail shop, price of each commodity sold, supply among the card holders and suggest steps to redress the public grievances.
 - xiii. assist the Village Panchayat for the preparation of comprehensive Village development plan.
4. The Committee may visit and inspect such centre, establishment or institution within the area of the Panchayat Village. The Chairman of the Committee shall intimate in writing to the Head of the centre establishment or institution within three days in advance indicating the date, time and purpose of visit or inspection.
6. Agricultural and Watershed Committee – (1) (a) The Chairman of the Agricultural and Watershed Committee shall be selected by the members of the Committee among themselves.
- (d) The Committee shall consist of the following members, namely-
- I. one member (from General Category) of the Village Panchayat;
 - II. one member (from Scheduled Castes or Scheduled Tribes Members) of the Village Panchayat;
 - III. Village Administrative Officer;
 - IV. a representative from Non-Governmental Organisation;
 - V. a representative from Self Help Group (Women);
 - VI. Assistant Agricultural Officer or his representative;
 - VII. a representative from Watershed Association.

(2) The Agricultural and Watershed Committee shall-

13. plan and assist for the implementation of programmes relating to agriculture, horticulture, sericulture, floriculture, pisciculture, dairy development, poultry development, drought prone area development, watershed, wasteland development, social forestry, soil conservation and water management;

14. Organize farmers forum in Panchayat Village to promote application of latest technologies, improved irrigation system in Minor irrigation tanks, Public Works Department Tanks, etc;

15. Process and recommend the resolution passed by the habitation / Ward Committees.

7. Works Committee - (1)(a) The Chairman of the Works Committee shall be selected by the members of the Committee from among themselves.

(4) The Committee shall consist of the following members, namely

-

- a. one member of the Village Panchayat (from General category);
- b. one member of the Village Panchayat (from Scheduled Castes and Scheduled Tribes Women members);
- c. one representative from Non-Governmental Organisation;
- d. one representative from Self Help Group;
- e. one Noon Meal Organiser;
- f. one Headmistress or Headmaster of the local Primary or Middle School;
- g. one Rural Welfare Officer;
- h. Village Administrative Officer;
- i. One Village Health Nurse.

(2) The Works Committee shall-

- (a) assist the Village Panchayat to execute centrally and state Sponsored Schemes where the guidelines described for the execution of works through public and monitor other works executed in the Panchayat Village including works related to Government departments and organizations to ensure quality and timely execution.
- (b) assist the Village Panchayat in the preparation of Village development plan based on the requirements available local resources;
- (c) process and recommend the resolution passed by the habitation/Ward Committees.

8. Education Committee –

(1) (a) The Chairman of the Education Committee shall be selected by the Village Panchayat from among its members.

(b) The Committee shall consist of the following members, namely -

- (i) one Representative from Parent Teacher Association;
- (ii) one representative from Self Help Groups;
- (iii) one representative from Non-Governmental Organisations;
- (iv) one Head Master or Headmistress of local Primary or Middle School;
- (v) one Noon Meal Organiser.

(2) The Education Committee shall-

- a. monitor the functioning of all schools in its area;
- b. plan and organize public participation to develop school infrastructure including building;
- c. organize campaign for universal education, non-formal Education, maintenance of libraries and promote the literacy and reading habit among public.

9. Constitution of Temporary Committee - A Village Panchayat may constitute any Committee other than the Committee specified in sub-Rule (1) of Rule 3 for any specific purpose of exercising such powers, discharging such duties and performing such functions as it may delegate (except irrigation) to such Committee and may also constitute any Committee as and when required to inquire into and report or advise on any matter which may be referred to it. The tenure of such Committee shall not exceed six months from the date of its Constitution. If a Committee needs to function for a period longer than six months, prior sanction of the Inspector of Panchayats shall be obtained.

10. Constitution of Sub-Committees - (1) A Village Panchayat may constitute any sub-committee other than the Committees specified in sub-Rule (1) of Rule 3 for any specific or general purpose of exercising such powers, discharging such duties and performing such functions as it may delegate (except irrigation) to such Committee and may also be constitute any Committee as and when required at habitation or Ward level. The Ward member of the Village Panchayat concerned will be the Chairman of the Sub-Committee.

(2) The Sub-Committee shall-

- (a) suggest any improvement to promote the purpose for which it has been constituted;
- (b) monitor the programme implementation etc;
- (c) forward the recommendations to Panchayat Level Committees for

consideration and recommendation to Village Panchayat.

1. Inspection - Every Committee may visit and inspect such centre, establishment or institution within the area of the Panchayat Village. The Chairman of the Committee shall intimate in writing to the head of the centre, establishment or institution, as the case may be, three days in advance.

2. Notice and Agenda for Committee - The Chairman of the Committee shall fix the date, time and venue of the meeting of the Committee and circulate the agenda for discussion atleast three days in advance.

3. Periodicity of meeting - Every Committee except the Appointment Committee shall meet once in two months. The Appointment Committee shall meet whenever selection for any post in the Village Panchayat is to be made.

4. Plan preparation - Every Committee shall prepare respective sectoral annual and perspective development plan for Panchayat Village. The Chairman of each Committee shall submit such plan to the Village Panchayat for discussion and decision.

5. Approval of Panchayat - Every observation, suggestion or recommendation of each Committee shall be placed in the meeting of the Village Panchayat for consideration and decision.

6. Appraisal to Grama Sabha - Grama Sabha to be appraised about the recommendations of the Committees. The Village Panchayat shall compile the recommendations of the Committees every year and appraise the Grama Sabha during its meeting to be held in the quarter of January to March.

SANTHA SHEELA NAIR
SECRETARY TO GOVERNMENT

GOVERNMENT OF TAMILNADU

ABSTRACT

6. ii) FORESTS - Overseas Economic Co-operation Fund, Japan assisted "TamilNadu Afforestation Project" - Implementation of the project from 1997-98 - Draft Guidelines - Approved - Orders - Issued

ENVIRONMENT AND FORESTS (FR. VI) DEPARTMENT

G.O.Ms.No.342

Dated: 08.08.1997.

Read:-

From the Principal Chief Conservator of Forests, Lr.No.VSI(1)/16448/97,
Dt. 31.03.97, 02.05.97, 08.05.97, 30.05.97 and 02.06.1997.

-:o:0:o:-

ORDER:

The Principal Chief Conservator of Forests, in his letters read above, has sent a set of guidelines for approval of the Government towards implementation of the "Tamil Nadu Afforestation Project" through Joint Forest Management concept and formation Village Forest Councils to involve the local people fully in the tree growing activities in degraded forests, Government lands, Community and individual lands, as per the norms approved by the Government of India/Overseas Economic Co-operation Fund Mission.

(6) The Government have examined the guidelines carefully and have decided to accept them with slight modifications. The guidelines both in English as well as in Tamil, as approved by the Government are appended to this order. The Principal Chief Conservator of Forests is requested to instruct the subordinate officers suitably to create awareness among the local villagers regarding the objectives, significance of the programmes, the project and modes of implementation as per the approved guidelines.

(7) This order issues with the concurrence of Finance Department vide its U.O.No.3776 / FS / P / 97, Dt. 31.07.1997.

(BY ORDER OF THE GOVERNOR)

K.S. SRIPATHI,
SECRETARY TO GOVERNMENT.

/ true copy /

To

The Principal Chief Conservator of Forests, Chennai-15 (with encl.)

The Chief Conservator of Forests (Planning & Development) /
Wildlife / Social Forestry / Territorial / Research / TAP, Chennai-
15.

The Accountant General, TamilNadu, Chennai-18/35 (BNC)

The Pay and Accounts Officer, Chennai-9/35 (BNC)

The Commissioner, Government Data Centre, Chennai-25.

Copy to

All members of the High Level Empowered Committee.

The Secretary to Government of India, Ministry of Environment and
Forests, Parayavaran Bhavan, C.G.O.Complex, Lodi Road, New
Delhi-110 001.

The Secretary to Government of India, Ministry of Finance,
Department of Economic Affairs, Paryavaran Bhavan,
C.G.O.Complex, Lodi Road, New Delhi-110 001.

The Overseas Economic Co-operation Fund(OECF), 2nd Floor,
D.L.F. Centre, Sansad Marg, New Delhi.

The Special Commissioner and Commissioner for Revenue
Administration / Land Administration, Chepauk, Chennai-
15.

The Special Secretary to Hon'ble Chief Minister, Chennai-9.

The Senior P.A. to Hon'ble Minister for Forests and Printing, Chennai.

The Revenue Department, Chennai-9.

The Rural Development Department, Chennai-9.

The Finance (AH&F)/(EAP) Department, Chennai-9.

The Information and Tourism Department, Chennai-9.

// Forwarded - By Order //

sd / x x x
SECTION OFFICER.

6. iii).Extract of Tamilnadu Panchayat Act 1994 Section 94

94. Proceedings of Panchayat and Committees.- (1) The proceedings of every Panchayat, and of all Committees thereof shall be governed by such rules as may be prescribed and by regulations, not inconsistent with such rules or the provisions of this Act, made by the Panchayat with the approval of the Inspector.

(2) The Inspector may remit for reconsideration and re-submission any regulation or part thereof to the Panchayat:

Provided that it shall be competent for the Inspector to add to, omit or alter any regulation which contravenes the provisions of this Act or the Rules made thereunder.

6. iv). Extract of Tamilnadu Panchayat Act 1994 Section 101

101. Establishment of Panchayats.- (1) The sanction of the Panchayat shall be obtained for all proposals for fixing or altering the number, designations and grades of its officers and servants and the salaries, fees and allowances payable to them.

(2) Such proposals shall be taken into consideration by the Panchayat, only at the instance of the Executive Authority or the Commissioner or the ¹[Secretary], as the case may be, and the Panchayat may sanction the proposal with or without modifications:

Provided that no proposal adversely affecting any officer or servant of a Panchayat who has been in the permanent service of such Panchayat for more than five years and is drawing a salary of not less than five hundred rupees per mensem shall be considered except at a special meeting convened for the purpose and no such proposal shall be given effect to unless assented to by atleast one-half of the members then in the Panchayat.

(3) Notwithstanding anything contained in sub-sections (1) and (2), the Government in the case of a Panchayat Union Councils and District Panchayats and the Inspector in the case of Village Panchayats shall have power to fix or alter the number, designations and grades of, and the salaries, fees and allowances payable to the officers and servants of any Village Panchayat or Panchayat Union Council or the District Panchayat or any class of such officers and servants and it shall not be open to the Village Panchayat or Panchayat Union Council or the District Panchayat to vary the number, designations, grades, salaries, fees or allowances as so fixed or altered except with the previous sanction of the Government in the case of Panchayat Union Councils and District Panchayats and of the Inspector in the case of Village Panchayats:

²[Provided that the Inspector shall observe any guidelines issued by the Government in this regard.]

7. கிராம ஊராட்சியின் வருவாய் இனங்கள்

7.i) Rules – Tamil Nadu Panchayats (Licensing of Hoardings and Levy and Collection of Advertisement Tax) Rules, 2009 – Framed – Notification - Published.

Rural Development and Panchayat Raj (PR.I) Department

G.O.(Ms.) No. 41

Dated 18.5.2009

Read:

From the Commissioner of Rural Development and Panchayat Raj,
Chennai-15, Letter Rc.No.38828/2008/PRI.I-4, dated 24.2.2009.

* * *

ORDER:

The appended Notification will be published in the Tamil Nadu Government Gazette Extra-ordinary, dated the 18.5 2009.

(BY ORDER OF THE GOVERNOR)

K. ASHOK VARDHAN SHETTY,
PRINCIPAL SECRETARY TO GOVERNMENT.

APPENDIX.

NOTIFICATION.

In exercise of the powers conferred by section 172-A and section 172-B, 220 and section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Tamil Nadu Panchayats (Licensing of Hoardings and Levy and Collection of Advertisement Tax) Rules, 1999, the Governor of Tamil Nadu hereby makes the following rules:-

RULES.

(1) Short title and Application.-(1) These rules may be called the Tamil Nadu Panchayats (Licensing of Hoardings and Levy and Collection of Advertisement Tax) Rules, 2009.

(2) These rules shall apply to all the Village Panchayats constituted under the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994).

(2) Definitions.-In these rules, unless the context otherwise requires,-

(a) "Act" means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994);

(b) "advertisement" means any information exhibited on any screen or board, or poster or wall or building or tree or boulder or any other object either private or public or on any hoarding erected on any private or public land or building or on any frame work or other support wholly or in part over any private or public land or building visible to public wholly or partly and will exclude advertisements made in newspapers, broadcast made over radio or telecast in television;

(c) "District Collector" means the Collector of the District concerned;

(d) "Form" means the Forms appended to these rules;

(e) "Government" means the Government of Tamil Nadu;

(f) "hoarding" means any screen or board at any private or public place used or intended to be used for exhibiting advertisement including the frameworks or other support erected wholly or in part upon or over any land, building, wall or structure or tree visible to public wholly or partly;

(g) "land" includes building, wall, structure and tree;

(h) "licence" means the licence granted under rule 3;

- (i) words and expressions used but not defined in these rules shall have the meanings respectively assigned to them in the Act. In the absence of such meaning, the Tamil Nadu General Clauses Act, 1891 (Tamil Nadu Act I of 1891) shall apply for the interpretation of these Rules.

3. Issue of provisional permission and licence.- (1) Any person including a State or Central Government Department intending to erect a hoarding shall apply to the District Collector in Form I for obtaining a provisional permission.

(2) Every application for a licence under sub-rule (1) shall be accompanied by –

- (a) the licence fee as specified in rule 13;
 - (b) a plan of the hoarding to be erected indicating the height and other dimensions and the material proposed to be used as approved by a qualified Engineer;
 - (c) a no objection certificate from the owner of the land where the hoarding is to be erected in a private land or a no objection certificate from the competent officer of the State or Central Government Department concerned, if the hoarding is to be erected on the land of State or Central Government or a no objection certificate from the Executive Authority concerned if the hoarding is to be erected on lands of a village panchayat;
- I. a certificate from a Police Officer not below the rank of Inspector of Police of the jurisdiction of the area in which it is proposed to erect hoardings, that the proposed hoarding would not be a diversion or an obstruction to free and safe movement of traffic, pedestrians and vehicles; and
- II. a topo sketch indicating the proposed location of the hoarding.

(3) The District Collector shall on receipt of such application under sub-rule (1), scrutinize the same and inspect or cause to be inspected by an Officer not below the rank of Commissioner of Panchayat Union, the place where the hoarding is proposed to be erected.

(4) After such scrutiny and inspection, if the District Collector is satisfied that the hoarding proposed to be erected conforms with the particulars specified in the application form and other documents furnished by the applicant, fulfill the requirements of sub-rule (2), the District Collector may grant a provisional permission in Form-II with such conditions as may be necessary for erection of a hoarding in that place which shall be valid for thirty days from the date of grant thereof:

Provided that on representation from the applicant, the period of thirty days may be extended by the District Collector for another period of thirty days.

(5) Within thirty days from the date of receipt of such provisional permission or within such extended period under the provision to sub-rule (4), the applicant shall erect the hoarding in accordance with the conditions, if any, specified in the provisional permission and shall apply in Form-III for a licence along with a certificate of structural stability issued by a qualified Engineer.

(6) On satisfying that the hoarding has been erected in accordance with the condition specified in the provisional permission granted under sub-rule (4), the District Collector may grant a licence in Form-IV with such condition as may be necessary or refuse the same after recording the reason therefor.

v Period of validity of licence.-The licence granted under rule 3 shall be valid up to the 31st day of March of the third year.

vi Renewal of licence.-Every licence granted under rule 3 may be renewed for three years. The application for renewal of a licence shall be made to the District Collector in Form V sixty days before the date of expiry of the licence and the provisions of rules applicable to the grant of licence shall apply to the renewal of the licence. The District Collector shall dispose of such renewal application within sixty days from the date of its receipt and in any case not later than the expiry of the validity of the licence either to grant the renewal of licence or to refuse the same after recording the reasons therefor.

vii Maximum size of hoarding.-

(1) The maximum size of a hoarding to be erected shall be,-

<u>Road Width</u>	<u>Maximum size</u>
(a) above 100 feet	.. 24 feet X 12 feet (horizontal position)
(b) between 50 and 100 feet	.. 15 feet X 10 feet (horizontal position) 12 feet X 6 feet (either horizontal
(c) less than 50 feet	.. or vertical position)

The maximum height of hoarding including the height from the ground level of hoarding shall not exceed thirty feet. The hoarding erected in one particular road must be of uniform size as practicable as possible.

No hoarding shall be permitted on both sides of the roads with a footpath of less than ten feet width. In roads with, no separate footpath, a minimum of ten feet width shall be available between the road margin and the hoarding for use of pedestrians.

The hoarding shall be erected only parallel to the footpath or road, and not across the footpath or road margin.

The hoarding irrespective of the size shall be erected on steel frames.

There shall be a gap of not less than five feet width between one hoarding and another. The gap between hoardings in a road may be of uniform length.

v Rent to be collected for erection of hoarding on Government or Panchayat land.-

(1) The Government shall by order fix the minimum and maximum rates of annual rent to be collected from the licensees for the erection of hoarding in State Government lands. The District Collector will notify in the District Gazette, the rates applicable in respect of Government lands in the Rural Local Bodies in the Districts within such minimum and maximum rates fixed by the Government, collect the annual rent and credit into Government account.

(2) The Panchayat concerned shall fix the annual rent for erection of the hoardings on the lands of the Rural Local Bodies. The Executive Authority concerned shall collect the annual rent and credit into the General Fund of the respective rural Local Body.

8. Cancellation of licence or refusal for renewal of licence.-

(1) Where the District Collector, either suo motu or on public representation or otherwise, has reason to believe that a licensee has violated or failed to comply with the conditions of the licence or any provisions of the Act or these rules, he shall call upon the licensee by notice

in writing, addressed by registered post to the address given in his licence, stating grounds, to show cause within such period not less than fifteen days from the date of receipt of such notice as to why the licence should not be cancelled and also shall give the licensee an opportunity of being heard.

(2) If the District Collector is not satisfied with the reply received from the licensee, or if no reply is received from the licensee within the time limit specified in sub-rule (1), he may cancel the licence or refuse to renew the licence.

9. Removal of unauthorized, obscene or objectionable hoardings.-

1) On cancellation of licence or refusal to renew the licence under sub-rule (2) of rule 8, the owner or user or advertiser of such hoarding shall remove it within seven days from the date of receipt of the order of cancellation or refusal of licence, failing which, the District Collector shall cause to remove such hoarding and recover the cost of such removal from the owner or user or advertiser of such hoarding.

(2) The District Collector may either suo motu or on any representation or otherwise, shall direct any owner or user or advertiser to remove the advertisement within seven days from the date of receipt of such direction, if the contents of such advertisement is considered to be obscene or objectionable. If the owner or user or advertiser does not remove such advertisement within the said period, the District Collector shall remove the advertisement and recover the costs from the owner or user or advertiser.

10. Notification of area prohibited for erection of hoardings.-

(1) The District Collector may notify in the District Gazette, any area within the Village Panchayat as a "prohibited area" for erection of any hoarding.

(2) If there is a hoarding, which already exists in such notified prohibited area, the licensee shall be liable to remove such hoarding within fifteen days of the date of such notification. If the licensee does not remove such hoarding within the said period, the District Collector shall cause to remove it and recover the costs for such removal from the licensee concerned. No individual notice is required before such removal.

11. Restriction on grant of licence. - Licence shall not be granted for erection of hoarding in the following places, namely:-

- (i) in front of educational institutions, popular places of worship and hospitals with inpatient treatment facility;
- (ii) in the corners of road or street junctions, upto a distance of 100 metres on either sides of the junction;

(iii) in front of places of historical or aesthetic importance; and

(iv) in the prohibited area notified under sub-rule (1) of rule 10.

12. Appeal. - An appeal to the State Government or an officer notified in this behalf may be made against the order refusing to grant or to renew licence under rule 3 or rule 5 or cancellation of the licence under rule 8 or removal of hoarding under rule 21 in Form VI within thirty days from the date of receipt of order refusing to grant a licence or renew a licence or cancellation of a licence. The appeal shall be accompanied by a fee of Rs.500/- (Rupees Five hundred only) paid in the form of Bank demand draft payable to the Secretary to Government, Rural Development and Panchayat Raj Department, Secretariat, Chennai-9 and the statement of the grounds of appeal. Such appeal shall be disposed of within a period of sixty days from the date of receipt of such appeal.

13. Licence fee. - The fee for grant of licence and for renewal of licence shall be Rs. 1000/- (Rupees one thousand only).

14. Rate of advertisement tax. - The half yearly advertisement tax on advertisements exhibited on hoardings shall be levied as per the Table below:-

THE TABLE

(1) If the Village Panchayat lies within 30 kilo metres radius from any Municipal Corporation

Location and nature (1)	Rates of tax per square metre per half year (Rupees) (2)
1. Hoardings in arterial road with bus route- (a) without lighting (b) with ordinary lighting (c) with neon or mercury lighting	 150 200 300
2. Hoardings in main road with bus route- (a) without lighting (b) with ordinary lighting (c) with neon or mercury lighting	 100 150 200
3. Hoardings in other road or street- (a) without lighting (b) with ordinary lighting (c) with neon or mercury lighting	 90 125 150

(2) If the Village Panchayat lies within 10 kilo metres radius from a Municipality

1. Hoardings in arterial road with bus route- (a) without lighting (b) with ordinary lighting (c) with neon or mercury lighting	 75 90 100
2. Hoardings in main road with bus route- (a) without lighting (b) with ordinary lighting (c) with neon or mercury lighting	 60 70 80
3. Hoardings in other road or street- (a) without lighting (b) with ordinary lighting (c) with neon or mercury lighting	 50 60 70

(3) Other Village Panchayats

1. Hoardings in arterial road with bus route-	
(a) without lighting	60
(b) with ordinary lighting	80
(c) with neon or mercury lighting	90
2. Hoardings in main road with bus route-	
(a) without lighting	40
(b) with ordinary lighting	60
(c) with neon or mercury lighting	70
3. Hoardings in other road or street-	
(a) without lighting	20
(b) with ordinary lighting	30
(c) with neon or mercury lighting	60

15. Rate of tax for advertisement other than on hoarding.-

(1) The District Collector shall fix the half-yearly advertisement tax on advertisements exhibited other than on hoardings, subject to the maxima and minima specified below:-

	Minimum (1) (Rs. per square metre)	Maximum (2)
1. If the Village Panchayat lies within 30 kilo metres radius from any Municipal Corporation	30	500
2. If the Village Panchayat lies within 10 kilo metres radius from a Municipality	20	500
3. or other Village Panchayats	10	500

10. While fixing the rate of advertisement tax, the District Collector shall

take into consideration the location and type of the advertisement and may fix different rates of tax for different places and different types of advertisement.

16. Issue of assessment order on advertisement tax.- The District Collector shall issue an assessment order for payment of half yearly advertisement tax in Form VII along with the licence for erection of a hoarding.

17. Payment of advertisement tax.- The advertisement tax shall be levied and collected every half year beginning from 1st April to 30th September and from 1st October to 31st March. The advertisement tax shall be paid within thirty days from the beginning of the half year or within thirty days from the date of issue of assessment order, as the case may be.

18. Mode of payment.- Licence fee, renewal fee and advertisement tax to be paid under these rules shall be paid in the form of bank draft payable to "District Collector Advertisement Tax Account". The District Collector shall maintain a separate Account in the district quarters in the name of "District Collector Advertisement Tax Account" for the receipt of licence fee and advertisement tax.

19. Liability of the user of the hoarding for payment of advertisement tax.- The owner, user or advertiser shall be liable to pay the tax within the period specified in Rule 17 failing which such hoarding shall be liable for removal by the District Collector after giving a notice in writing to the owner or user or advertiser.

20. Maintenance of registers.- A register as in Form VIII shall be maintained by the District Collector for every Village Panchayat in the District in regard to grant of licences for erection of hoarding and collection of rent and advertisement tax on hoarding.

21. Periodical inspection of hoarding.- The District Collector or any officer authorized by him in this behalf shall make periodical inspection of the hoardings erected. During such inspection, if it is noticed that any hoardings is not in accordance with the provisions of the Act or these Rules or the conditions of licence, the District Collector shall take immediate action for removal of such hoarding after giving notice in writing to the owner or user or advertiser of such hoarding.

22. Remittance of licence fee and advertisement tax to the Village Panchayats.- The District Collector shall arrange to remit the licence fee collected on erection of hoardings and advertisement tax collected on the advertisements made, to the General Fund of the Village Panchayat in which the hoarding is erected or advertisement is exhibited, once in a year between April and June of the succeeding year and shall maintain a register in Form VIII for collection of licence fee.

APPENDIX.

FORM – I

[See sub-rule (1) of rule 3]

APPLICATION FOR PROVISIONAL PERMISSION TO ERECT A
HOARDING

(a)	Name and address of the Applicant / Company / Government Department.	
(b)	Exact location with land mark identification and direction of facing frontage of the hoarding.	
(c)	Place of erection of hoarding (if on building, address of the building)	
(d)	Name of the owner of the land / building on which the hoardings is to be erected.	
(e)	Size of the hoarding proposed to be erected (Length, breadth and width to be mentioned)	
(f)	Nature of the materials to be used.	
(g)	Indicate whether the following documents have been enclosed with the application:- (vi) Details of payment of licence fees. (3) Plan of the hoarding indicating width, height, etc., duly approved by the qualified Engineer. a No Objection Certificate from the land owner. b Certificate from the Police Officer not below the rank of Inspector of Police of the jurisdiction of the area in which it is proposed to erect hoardings, that the proposed hoarding would not be a diversion or an obstruction to free and safe movement of traffic, pedestrians and vehicles. c A topo sketch indicating the proposed location of the hoarding.	

Place:
Date :

Signature of the Collector

ACKNOWLEDGEMENT

Received the application for provisional permission for erection of
hoarding at _____ from Thiru / Thirumathi.
_____ .

Place :
Date :

District Collector.

FORM – III

[See sub-rule (5) of rule 3]

APPLICATION FOR LICENCE TO THE HOARDING ERECTED.

I.	Name of the Applicant.	
II.	Number and date of provisional permission (along with the copy thereof).	
III.	Location of hoarding, number and other details.	
IV.	Name of the land owner / Competent Authority, if on Government lands.	
V.	Size of the hoarding erected.	
VI.	Whether Licence fees has been paid.	
VII.	Whether the annual rent paid for land belonging to Government or Panchayat Union or Village Panchayat, if so, the date of payment and other details.	
VIII.	Whether the following documents have been enclosed with the application :- a. Structural stability certificate from a qualified Engineer. b. Copy of the provisional order issued in Form II.	

Place :

Signature of the Applicant.

Date :

ACKNOWLEDGEMENT

Received the application for licence to hoarding erect at
_____ from Thiru / Thirumathi.

Place :

District Collector.

Date :

FORM – IV

[See sub-rule (6) of rule 3]

LICENCE FOR ERECTION OF THE HOARDING.

No.

Dated

Reference : Application number and date of Form III.

Licence is granted to (Name and address of the licensee) for erection of hoarding of size _____ at _____ on the land belonging to _____ subject to the following conditions:-

CONDITIONS.

- (1) This licence is not transferable.
- (2) The licensee should on no account change the ownership of the hoarding without prior permission of the District Collector.

This Licence is valid for the period from _____ to 31st March of third year.

Place :
Collector
Seal :

District Collector.

FORM – V

[See rule 5]

APPLICATION FOR RENEWAL OF LICENCE.

1.	Name and address of the licensee of the existing hoarding.	
2.	Place of erection of hoarding.	
3.	Exact location with land marks identification of the hoarding.	
4.	Permitted size of the existing hoarding.	
5.	Details of existing licence issued in Form IV.	
6.	Number and date of the tax assessment order issued in Form VII.	
7.	Details of rent and tax paid.	

Place :

Signature of the Applicant.

Date :

ACKNOWLEDGEMENT

Received the application for provisional permission for erection of hoarding at _____ from Thiru / Thirumathi.

_____ .

Place :

District Collector.

Date :

FORM – VI

[See rule 12]

APPEAL AGAINST THE ORDERS OF THE DISTRICT COLLECTOR REFUSING
TO GRANT OR RENEW LICENCE OR CANCELLING THE LICENCE FOR
ERECTION OF HOARDING.

From

Date : _____

To

The Secretary to Government,
Rural Development and Panchayat Raj Department,
Secretariat,
Chennai – 9.

Reference : Orders of the Collector No. _____ dated _____ .

Sir,

I hereby appeal against the order of the District Collector, _____
District, dated _____ refusing to grant or renew a licence applied by me
or cancellation of the licence (Copy enclosed).

I enclose herewith a copy of Demand Draft No. _____ , dated
_____ for Rs. 500/- (Rupees Five hundred only) towards the fee for
filing appeal.

Under the following grounds only I am filing an appeal to the Government
for reconsideration (Details of the Grounds):-

- (1)
- (2)
- (3)
- (4)

Signature of the applicant.

FORM – VII
[See rule 16]

No.

Dated

ASSESSMENT ORDER FOR THE PAYMENT OF HALF YEARLY
ADVERTISEMENT TAX

This order is for payment of advertisement tax for the advertisement exhibited on hoardings / sign board / Neon Board / Balloon / Arches / half-arches / walls / buildings at _____ in _____ village panchayat of size _____ for Rs. _____ /- (Rupees _____ only) payable half yearly. The mode of payment of the tax shall be by Demand Draft in favour of the 'District Collector Advertisement Tax Account'. Non-payment of advertisement tax shall attract removal of the advertisement by the District Collector.

District Collector.

7. ii) Tamil Nadu Village Panchayat (Assessment and Collection of taxes) Rules, 1999

(G.O. (Ms) No. 255, Rural Development Department, Dated 13th December 1999)

In exercise of the powers conferred by sections 171, 172, 174, 176 and sub section (1) of section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Panchayats Act 21 of 1994) and in supersession of the Rules relating to House-tax, the Governor of Tamil Nadu hereby makes the following Rules -

RULES

1. Short title – These Rules may be called the Tamil Nadu Village Panchayats (Assessments and collection of taxes) Rules, 1999.
2. Definition - In these Rules, unless the context otherwise requires,-
 - “Act” means, the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994);
 - “Schedule” means, the schedule appended these Rules;
 - “Form” means the form appended to these Rules;
3. Determination of tax The Executive Authority shall, save as otherwise provided in these Rules, determine the tax to which each person or property is liable:
 - Provided that, in case of taxes payable by the person exercising the functions of the Executive Authority, the assessment shall be made by the Village Panchayat.
4. Power to amend assessment
 - (1) If at any time, it appears to the Village Panchayat that any person or property has been in adequately assessed or in advertently or improperly omitted from the Assessment Book relating to any tax, or that there is any clerical or arithmetical error in the said book, it may direct the Executive Authority to amend the said book in such manner as it deems just or necessary.
 - Provided that no such direction shall be given, where it involve an increase in the assessment, unless the person concerned shall have been afforded a reasonable opportunity to show cause to the Village Panchayat as to why the Assessment Book should not be amended as proposed.
 - (j) Such amendment shall be deemed to have taken effect on the earliest date –
 - in the current year or in the two years immediately preceding it, if the house tax is levied annually; and
 - in the half-year or in the two half-years immediately preceding if the house-tax is levied half-yearly. In the case of other taxes on which the circumstances justifying the amendment existed.

5. Receipt for payment of tax –

(1) The Executive Authority shall give to every person making payment of a tax, a receipt therefor signed by him or by some person duly authorised by him in that behalf.

6. such receipt shall specify –

- o the date of the payment of the tax;
- o the name of the person to whom it is issued;
- o the tax in respect of which the payment has been made;
- o the period for which payment has been made; and
- o the amount paid as tax and the amount of interest, if any, collected under sub Rule (3) of Rule 17.

A. Assessment of tax

viii Basis of levy of house-tax

Every Village Panchayat shall have power to assess the levy and collect the house-tax on the basis refer to under section 172 of the Act and in accordance with the other provisions of the Act. The Village Panchayat concerned shall decided on the basis of plinth area of house at the rate specified in schedule 1 of the Act subject to provision of sub-section (3) on the section of the Act

2) House-tax shall be levied by the Village Panchayat either on half-yearly or on annual basis as notified by the Government as per sub section (3) of the section 172 of the Act.

3) Any house-tax so levied shall not be altered or modified during the period of assessment year except with the prior approval of the Inspector:

Provided that, no such prior approval of the inspector is required if the enhancement of the tax is ordered by the Village Panchayat under sub Rule (1) of Rule 3.

(7) Classification of houses

When a proportionate rate has been adopted by the Village Panchayat, it may group the houses in the Village in to classes to simplify the calculation and the collection of tax.

When a progressive rate has been adopted by the Village Panchayat, it shall

(e) Specify principles of classification (as that the certain sum, which shall be tax-free, shall be deducted from the assessment of each house, or that the progression shall be from a certain percentage in the lowest to a certain percentage in the highest class); and

(f) Settle the precise number and limits of each class

The Village Panchayat shall not in either case so arrange the classes as to affect substantially the principle of taxation, whether proportionate or progressive, and the number of classes shall in no case be less than six.

Before passing a resolution imposing a tax for the first time or increasing the rate of an existing tax, the Village Panchayat shall publish a notice in atleast one Tamil Newspaper and also on the notice board of the office of the Village Panchayat and in such other places within the Village Panchayat limits as may be specified by the Village Panchayat and by beat of drum, of its intension proposed to levy any tax or increasing the existing rate of tax, fixing a reasonable period not being less than one month for submission of objections and consider such objection, if any , received within the stipulated period before passing the said resolution.

(v) Preparation of house-tax assessment list

The Panchayat Assistant or Part time Clerk or any other person specified by the Government having jurisdiction over the Village Panchayat shall prepare and furnish to the Executive Authority, the house tax assessment list in such Form as may be specified by the Government from time to time, duly signed. The Executive Authority shall approve the house-tax Assessment list so prepared by him.

9. Preparation of Assessment Book

The Executive Authority shall, on the receipt of the list specified in Rule 8, cause the Assessment Book (House-Tax Demand Register) to be prepared. Such Assessment Book will show in distinct columns, the name of the owner and of the occupier of such house, the class, if any under which such house is taxed, the amount of the tax due and the yearly or half year for which the tax is payable.

10. Notice for inspection of the Assessment Book

As soon as the Assessment Book is prepared, the Executive Authority shall , by beat of drum in the Village Panchayat, give public notice there of the place and the time where the book may be inspected.

11. Manner of amendment of Assessment Book

The Executive Authority may amend the Assessment Book at any time between one general revision and another by inserting any house therein or removing any house there from or by altering the valuation or classification of any house, or the amount of tax payable in respect thereof, subject to any other Rules which the Government make in this behalf, by substituting therein for the name of the owner of any house, the names of any other person who has succeeded by transfer or otherwise to the ownership of the house.

(2) such amendment shall be deemed to have taken effect on the first day of the half year or year in which it is made:

Provided that, where the amendment is rendered necessary by reason of the fixation of the fair rent of a house under the Tamil Nadu Buildings (Lease and Rent Control) Act, 1960 (Tamil Nadu Act 18 of 1960), the amendment shall have effect as from the date on which the fair rent was so fixed:

Provided further that, the decision of the Executive Authority, in any disputed case of transfer of ownership of a house shall not give the transferee a legal title to the house.

(3) In every case in which, between one general revision and another, the Executive Authority assesses any house-tax for the first time or increases the tax levied on any house otherwise than in consequence of a general enhancement of the rates at which the house-tax is leviable, the Executive Authority shall issue a special notice to the owner or occupier of such house. Any objection or representation against such levy or increase in tax received shall be considered by the Executive Authority if it reaches the office of the Village Panchayat within sixty days from the date of service of such notice in the case of the Government, a Railway Administration or a Company and within thirty days in other cases.

4) When the Assessment Book has been prepared for the first time and whenever a general revision of such book has been completed the Executive Authority shall give public notice stating that any revision petition shall be considered, if they reach the office of the Village Panchayat within a period of sixty days from the date of such notice in the case of the Government, Railway Administration or a Company and thirty days in other cases. The notice shall also be displayed on the notice board of the Village Panchayat and on the same day be announced in the Village by beat of drum:

Provided that in every case where there is an enhancement in the assessment already levied, the Executive Authority shall also sent in writing to the owner and occupier of house concerned:

Provided further that in every case, where a special notice is required to be served on the owner or occupier under the first proviso, the period of sixty days and thirty days, as the case may be, referred to in this Rule shall be calculated from the date of service of such special notice.

12. Revision Petition against assessment

Any person may at any time not being less than thirty days or more than sixty days before the end of a half year or year, move the Executive Authority by a revision petition, to reduce the tax to which he is liable for the forthcoming half year or year on the ground that the annual rental value or capital value or on the plinth area, as the case may be of the house in respect of which the tax is imposed has decreased since the assessment of the house was last made or revised.

13. Intimation of the result of the revision petition

Immediately after the receipt of a revision petition preferred under sub Rule (3) of Rule 11 or Rule 12, the Executive Authority shall pass final orders on such revision petition within two months of its receipt and shall inform the petitioner or his authorised agent in writing, of the orders passed thereon, and shall direct him to pay the amount fixed on revision within fifteen days after the date of receipt of such intimation, or, if the amount is not yet due within fifteen days from the date on which it becomes due, and shall, if necessary, cause the Assessment Book to be corrected.

Provided that, in exceptional circumstances, if any, to be specified in writing, no revision petition may be kept pending upto the half-year or year to which such revision petition relates to.

v General revision of Assessment Book

The Executive Authority shall not be bound to cause new list or Assessment Book to be prepared every half year or year but may adopt those of the preceding half-year or year with such amendment as has been or may be made for the preceding half-year or year.

A general revision of Assessment Book shall be made by the Executive Authority once in every five years:

Provided that, this provision shall not apply to a fresh revision by the Inspector under sub Rule (6).

(3) (a) Notwithstanding anything contained in sub-Rule (2), the Inspector may, for sufficient cause, from time to time, by order –

(4) Postpone the general revision of Assessment Book, or

(5) Stay the proceedings relating to the general revision of Assessment Book, for a period of one or more half years at a time but not exceeding in any case four half-years.

Provided that, such postponement or stay shall not affect any subsequent general revision of Assessment Book.

(b) Where the stay is vacated or the period of stay expires, the Inspector may direct that proceedings for the general revision of Assessment Book shall be either commenced donovo or continued from the stage at which such proceedings were stayed.

18. The Executive Authority shall give public notice of the amendment referred to in sub Rule (1) and of the general assessment referred to in sub Rule (2) in the manner provided in Rule 11.

19. The general assessment shall be deemed to have taken effect on the first day of the half year or year in which the notice under sub Rule (4) is given.

20. The Inspector may, by order, in writing, cancel the general revision made under sub-Rule (2), if in his opinion, the revision made discloses that the assessment has been enhanced or educed without reasonable basis and shall direct the conduct of fresh revision by any person authorised by him in his behalf (other than the person whose revision is cancelled under this Rule) in respect of such period as he considers necessary. The procedure for the revision so ordered by the Inspector shall be in the manner provided for in these Rules for the assessment of house-tax:

Provided that the revision ordered by the Inspector under this Rule shall not have the effect of postponing the next general revision.

15. Exemption of specified classes of houses from house tax

The following buildings shall, if they fall within the meaning of the house as defined in the Act, be exempt from the house tax –

- i. buildings set apart for public worship and either actually so used or used for no other purpose;
- ii. choultries for the occupation of which no rent is charged and choultries where the rent charged for the occupation is used exclusively for charitable purposes.
- iii. buildings used for educational purposes including hostels and libraries which are open to the public, and public buildings used for charitable purpose of sheltering the destitutes or animals;
- iv. such ancient monuments protected under the Ancient Monuments Preservation Act, 1904, or parts thereof, as are not used as residential quarters or as public offices;
- v. charitable hospitals and dispensaries and other buildings exclusively used for charitable purposes;
- vi. such hospitals and dispensaries maintained by Railway Administration as may, from time to time, be notified by the Government;
- vii. buildings belonging to Village Panchayats;
- viii. buildings of the Forest Department situated within the forest area which are within the jurisdiction of a Village Panchayat;
- ix. light houses;
- x. all cattle pounds maintained by the Revenue Department; and
- xi. cyclone shelters;

Provided that nothing contained in clauses (a) and (c) shall be deemed to exempt from house-tax, if any building for which rent is payable by the person or persons using the same for the purposes referred to in the said clauses:

Provided further that educational institution (not commercial in nature) exempted from levy of house-tax, immediately before commencement of the Act shall continue to be exempted under the said Act.

Explanation - The exemption granted under this Rule shall not extend to residential quarters attached to schools or colleges not being the hostels or residential quarters attached to hospitals, dispensaries and libraries.

xvii Manner of ascertaining the annual or capital value of houses

- o For purposes of assessment of house-tax, the capital value of a house shall be deemed to be the total of the estimated value of the land determined in accordance with the procedure laid down in the Rules prescribed for such purpose and the present estimated cost of erecting the house after deducting for depreciation reasonable amount which shall in no case be less than ten percent of such cost.

- o Machinery and furniture shall be excluded for purpose of determining the value under this Rule.
- a) The annual rental value of house shall be deemed to be the gross annual rent at which the house may reasonably be expected to let from month to month, or from year to year, less a deduction of ten percent of such annual rent and the said deduction shall be in lieu of all allowances for repairs are on any other account whatsoever.
- b) In the case of –
 - 1. any Government or Railway building falling within the definition of “house” under the Act;
 - 2. any building falling within the definition aforesaid of a class not ordinarily let and the gross annual rent which cannot in the opinion of the Executive Authority be estimated, the annual value shall be deemed to be six percent of its capital value:

Provided that in case of buildings in industrial estates and developed plot estates, where the amenities are provided by the Industries Department or any other authority, the annual value shall be deemed to be four percent of its capital value.

17. Persons liable to pay house tax

- a. the house tax shall and by the owner of the house within thirty days after the commencement of the half year or sixty days after the commencement of the year according to the period of levy.
- b. If the owner of a house fails to pay the whole or any part of the house tax due thereon within the stipulated time, the Executive Authority may, if the said tax has remained unpaid for more than twelve months, require by a notice in writing the occupier for the time being of such house, to pay the amount within a specified period, not being less than fifteen days in the case of half-yearly levy and thirty days in the case of annual levy.
- c. Every Village Panchayat may collect an interest for the belated payment of tax due to it at Rupees one and fifty paise or two rupees as may be decided by the Village Panchayat concerned for every hundred rupees of the tax for every month of belated payment. The interest shall be levied after thirty days of the commencement of the year if the tax is levied on half - yearly basis or sixty days of the commencement of the year if the tax is levied on yearly basis.

18. Obligation of transferor and transferee to give notice of transfer

1) Whenever the title of any person, primarily liable to the payment of house tax for any house, to or over such house is transferred, the person whose title is transferred and the person to whom the title is transferred shall within three months after the execution of the instrument of transfer or after its registration if it is registered or after the transfer is effected if no instrument is registered, give notice of such transfer to the Executive Authority.

2) In the event of the death of any person primarily liable as aforesaid, the person to whom the title of the deceased is transferred or inherited as heir or otherwise, shall give written notice of such transfer to the Executive Authority within one year from the date of death of the deceased.

3) The notice to be given under this Rule shall be in such Form as the Executive Authority may specify and the transferee or the person to whom the title passes as the case may be, shall, if so required, be bound to produce before the Executive Authority any document evidencing the transfer or succession.

4) Every person who makes a transfer as aforesaid fails to give such notice to the Executive Authority shall, in addition to any other liability which he incurs through such failure, continue to be liable for the payment of house tax assessed on the house transferred until he gives notice or until the transfer shall have been recorded in the Village Panchayat registers, but nothing in this Rule shall be held to affect the liability of the transferee for the payment of the said tax.

19. Vacancy remission

1) When any house or a portion of a house has been vacant for ninety or more consecutive days in a half year or one hundred and eighty or more consecutive days in a year, the Executive Authority shall, on demand by the assessee, remit so much, not exceeding two thirds of the amount of the tax, as is proportionate to the number of days during which the house was vacant in the half year or year.

2) Every demand for remission under sub Rule (1) shall be made during the half-year or year in respect of which the remission is sought or in the following half-year or year and not after wards.

3-(a) No demand for such remission shall be entertained unless the owner of the house or his agent has previously given notice to the Executive Authority, the house is vacant and the period in respect of which the remission is made shall be calculated from the date of delivery of such notice.

(b) Every such notice shall expire in a half year or year during which it is so delivered and shall take no effect thereafter.

20. Owners obligation to give notice of construction, re-construction or demolition of buildings

1(a) If any house in the Village Panchayat is constructed or re-constructed, the owner shall give notice thereof to the Executive Authority within fifteen days from the date of completion or occupation of the house whichever is earlier.

(b) If such date falls within the last two months of a half-year or four months of a year, the owner shall, subject to notice being given under clause (a), be entitled to a remission of the whole of the tax or enhanced tax, as the case may be, payable in respect of the house for that half-year or year.

(c) If such date falls within the first four months of a half-year or eight months of a year, the owner shall, subject to notice being given under clause (b), be entitled to a remission of so much not exceeding a half of the tax or enhanced tax, as the

case may be payable in respect of house for that half year or year as is proportionate to the number of days in that half year or year preceding such date.

(d) Any owner who commits a breach of the provisions of this Rule shall be punishable with fine which may extend to one hundred rupees, or in case of a continuing breach, with fine not exceeding fifteen rupees for every day during which the breach continues after conviction for the first breach.

2(a) If any house in a Village is demolished or destroyed, the owner shall, until notice thereof is given to the Executive Authority, be liable at his discretion for the payment of the tax which would have been payable had the house not been demolished or destroyed.

(b) If such notice is given within the first two months of half year or four months of a year, the owner shall be entitled for remission of the whole of the tax payable in respect of the house for that half year or year.

(c) If such notice is given within the last four months of half-year or eight months of a year, the owner shall be entitled to a remission of so much not exceeding a half of the tax payable in respect of the house for that half year or year as is proportionate to the number of days in that half year or year succeeding the demolition or destruction, as the case may be.

21. Remission of tax in areas included or excluded in the middle of a half year

(1) If any area is included within a Panchayat Village in the middle of a half year the owner of every house in such area shall,–

(a) If the date of such inclusion falls within the last two months of a half-year or four months of a year, not be liable pay any house tax in respect thereof for that half-year or year; and

(b) If such date falls within the first four months of a half-year or eight months of a year, be entitled to a remission of so much not exceeding a half of the house tax payable in respect thereof for that half year or year, as is proportionate to the number of days in that half year or year preceding such date.

(2) If any area is excluded from a Panchayat Village, the owner of every house in such area shall be entitled;–

a) if the date falls of such exclusion within first two months of a half year or four months of a year, to a revision of the whole of the house tax payable for that half year or year; and

b) if such day falls within the last four months of half year or eight months of a year, to remission of so much amount not exceeding a half of the house tax payable in respect thereof for that half year or year to the number of days in that half year or year succeeding such days.

(3) No remission shall be granted under sub Rule (2) in respect of any house unless an application for such remission is made to the Executive Authority within three months from the date of the exclusion of the area in which the house is situated.

22. Transfer of registry of ownership of houses

In effecting changes in the ownership of properties in the Assessment Book on the application of any party. whether at a general revision or between one general revision and another, the Executive Authority shall observe the following provisions, namely;—

a) in every case of absolute transfer of title, the registry of properties may be altered to correspond with the transfer of its ownership on the application of both of parties to the transfer or either of them, provided that the application for change of registry is in every case made in writing and is signed by the party or parties making it. It may be sent by post or presented in person or by duly authorised agent, or through an officer of the Registration department. Where such an application is presented by both the parties and one of them is the registered owner, change of registry as requested, may be ordered atonce. But where only one of the parties to the transfer makes the application, notice shall be served on the other party. Where the registered owner is not a party to the transaction, notice shall also be issued to him whether the application for transfer of registry is presented by both the parties or one of them. If the registered owner objects to the proposed transfer, no change shall be made unless the person who claims to be the owner produces satisfactory legal evidence. Where only one party to the transaction applies and the other either objects or is silent, the parties should be connected by a complete chain of documents. When the chain is not complete, it should be filed in by other evidence, such as statements of respectable persons and tax receipts. A month's time shall be allowed for filing objections and if any objection is found to be valid, transfer of registry shall not be made.

b) In the case of transfer of title of properties in the name of a decree-holder with reference to a decree of a Civil Court or of purchaser in auction sales held in execution of a civil court decree, change of registry may be made at once on the application of any of the parties to the suit or of the auction-purchaser- and on the production of an authenticated copy of the decree or a certificate of sale, as the case may be, and a certificate of delivery of possession in pursuance thereof, provided the transfer is from the registered owner. When the transfer is from a person who not the registered owner, notice shall be given to the registered owner in the manner provided in sub Rule(2) before a change of registry is made. Where, however, a certificate of delivery of possession cannot be produced, as per instance where on decree passed possession is conceded without execution proceedings and the decree is apparently final, the case shall be dealt with as provided in sub Rule (2) in regard to application for change of registry presented only by one of the parties of the transfer.

c) In cases where transfer of registry is sought under a declaratory decree on which no execution can be taken out namely, where the decree merely declares the title to be vested in a particular person so as to entitle him to registration the Executive Authority may, on the production of any authenticated copy of such decree, at once, make the transfer of registry.

(d) (1)The Executive Authority may, on production of satisfactory proof, order transfer of registry in the case of transfer which accrue by succession.

(2)There shall be an appeal to the Village Panchayat against the order of the Executive Authority under the Rule making or refusing to make a transfer of registry. Such appeal shall be presented within thirty days after the date of receipt of the order appealed against.

23. Tax on Agricultural land

(1) The tax on agricultural land as referred to in sub section (3) of section 171 of the Act shall be leviable by the Village Panchayat for a specific purpose and shall decide the rate of tax, period of tax and total period to levy of such tax based on the purpose and paying capacity of the Assesse -

- a) repairs to irrigation channels and tanks in respect of which no kudimaramath fee is levied under sub section (2) of section 133 of the Act.
- b) Construction, maintenance, repair, extension or improvement of water works or drainage works;
- c) lighting by electricity or any other means;
- d) construction of a road, or a bridge or culvert;
- e) protection of trees, plants and crops; or
- f) raising matching contribution for any programme of development specified in Panchayat Development Schematic Budget or that may be included in it from time to time and the levy of such tax shall take effect from the first day of the half year or the year following that in which it is sanctioned;

g) construction or maintenance of soil conservation works:

Provided that, the tax for the purpose specified in clause (g) shall be leviable on such agricultural land as is benefited by the construction or maintenance of works referred to in that clause;

h) for any other purpose which will sub-serve the causes of agricultural development and improve the productivity of agricultural land.

Explanation - For the purpose of this Rule, the tax on agricultural land levied by the Village Panchayat is in no way related to land revenue, local cess or local cess surcharge collected by the Revenue Department.

(2) The rate of the tax shall be on the basis of the extend and classification of land and the source of irrigation of land as provided in the revenue record -

Provided that for the purpose of adopting different rates for different classes of lands under this sub Rule, such lands may be classified according to the number and nature of crops raised thereon or the nature of the sources of irrigation.

(3) a) Every proposal for the levy of the tax shall be submitted to the Assistant Director (Panchayats) through the Block Development Officer (Village Panchayats). The Assistant Director (Panchayats) shall forward it to the District Collector who is the sanctioning authority for the levy of tax on agricultural land ;

(b) Every such proposal shall be accompanied by

(i) resolution of the Village Panchayat passed at a meeting specially convened for the purpose and supported by not less than one-half of the sanctioned strength of the Village Panchayat specifying the levy of tax either half yearly or yearly the purpose for which, the rate at which, and the total levy period for which, the tax is to be levied;

(ii) the statement showing the receipts and charges under the various heads of accounts for the three years preceding the year in which the proposal is made;

(iii) the budget estimate for the year in which the proposal is made;

(iv) particulars of the approximate are estimated cost of the work in respect of which the tax is proposed to be levied and the amount of tax likely to be realised in a half year or a year.

4. The rate at which and the period for which the tax to be levied shall be specified in the order sanctioning the levy of the tax. The period specified in the order may be extended from time to time, if necessary, in order that the purpose for which the tax is levied may be fulfilled:

Provided that the Village Panchayat may, for sufficient reason, and with the approval of the sanctioning authority, alter the rate, suspend or cancel the levy of the tax within the period so specified in the order.

5. The proceeds of the tax shall form a separate fund, earmarked for the purpose for which it is levied and a separate account shall be maintained for the transactions relating to the fund.

6. The Rules relating to levy and collection of taxes on house shall apply mutatis mutandis to the assessment and collection of the tax on agricultural land.

24. **Appeal against imposition of taxes** - An appeal shall lie to the Village Panchayat against the levy or an enhancement of the tax in respect of the following taxes ; -

- a) the assessment and imposition of house tax and an order of the Executive Authority under Rule 13 upon a revision petition;
- b) the assessment and levy of tax on agricultural land;
- c) any person who is aggrieved by the decision of the Village Panchayat under clauses (a) or (b) may prefer petition of revision within 30 days after receipt of orders of the Village Panchayat to the Inspector. The Inspector shall pass orders on such revision petition on the merits of the claims within a reasonable time and such orders of the Inspector shall be final.

25. **Limitation for appeal** - (1) No appeal to Village Panchayat shall be entertained :-

- (i) unless it reaches the office of the Village Panchayat within 15 days after the receipt of demand notice or an order under Rule 13, as the case may be; and
- (ii) unless, except when the Executive Authority otherwise directs on the ground of poverty, the tax in respect of which the appeal is presented has been paid or deposited at the office of the Village Panchayat within the period specified in clause (i).

(2) The Village Panchayat may admit an appeal presented after expiry of the period specified sub Rule (1), but not exceeding fifteen days thereafter if it is satisfied that the party concerned had sufficient cause for not presenting it within the said period.

(3) On receipt of an appeal made under sub Rule (1) or (2) the Village Panchayat may, after giving the Appellant an opportunity of being heard shall pass appropriate orders on merits by allowing the appeal or modify the orders appealed against or rejecting the appeal.

26. Powers of a Panchayat to cancel or modify the orders of Executive Authority -

The Village Panchayat may, of its own motion or otherwise, cancel or modified any order passed by the Executive Authority reducing or remitting a tax.

27. Correction of Assessment Book and refund of house tax on appeal

(1) The Assessment Book in respect of house tax shall be corrected in accordance with any orders passed by the Village Panchayat on appeal; in the event of the amount of any tax being reduced or remitted by the Village Panchayat, the Executive Authority shall grant a refund of the tax already paid.

(2) The Village Panchayat may, on appeal pass orders reducing such tax to such an extend upto which such enhanced amount assessed by the Executive Authority could be justify.

28. Assessment of tax when final –

Subject to the provisions of the Act, when no appeal or revision is made as herein before provided, the tax determined by the Executive Authority shall be final. When an appeal or revision is made, the order passed in appeal or in revision against assessment of tax made by the Village Panchayat thereon shall be final:

Provided that where any assessment or demand is not in accordance with the Assessment Book, nothing in this Rule shall be deemed to prohibit a fresh assessment or demand of the tax being made in accordance there with.

B. Collection of tax

29. Collection of tax or fee due to a Village Panchayat –

Any tax or fee due to Village Panchayat shall be collected by the Panchayat Assistant or Part time Clerk of the Village Panchayat appointed for this purpose.

30. Mode of collection -

(1) When house tax or tax on agricultural land is due from any person and where coercive action becomes absolutely necessary, the Panchayat Assistant or Part time Clerk , as the case may be, shall serve upon such person a demand notice for house tax or tax on agricultural land for the sum due before he proceeds to enforce the provisions of Rule 31.

(2) a demand notice for house tax or tax on agricultural land under sub Rule (1) shall be signed by the Executive Authority or bear his facsimile, and also by the Panchayat Assistant or Part time Clerk, as the case may be, and shall contain –

- a) a description of the house or agricultural land and a statement of the period for which the tax is due; and
- b) a notice of the liability incurred in default of payment.

(3) No tax for any year or half-years whichever is applicable shall be recovered from any person in the manner laid down in Rule 31 unless the bill is served upon such person either within that year or half-years or in the succeeding year or half-years whichever is applicable.

Provided that where the Assessment Book has been amended under Rule 3, the bill may be served either in the year or half years whichever is applicable in which the amendment was made or in the succeeding year or half year whichever is applicable.

(4) Nothing contained in this Rule or in Rule 31 shall preclude the Village Panchayat from taking appropriate legal proceedings in a Court for the tax due to it.

31. Distraint and sale of movable property -

(1) If the amount of the tax demanded is not paid within 15 days from the service of the demand notice referred in Rule 13 and if the person from whom the tax

is due as not shown sufficient cause to the satisfaction of the Executive Authority of the Village Panchayat concerned for non payment of tax, the Executive Authority may recover by taking distraint proceedings under his warrant and sale of the movable property of the defaulter. The amount due on account of the tax together with the warrant fee and the distraint fee and with such further sum as will satisfy the probable charges that will be incurred in connection with the detention and sale of the property so distraint:

Provided that the movable property described in the proviso to sub-section (1) of section 60 of the Code of Civil Procedure, 1908 (Central Act V of 1908) shall not be liable to distraint.

(2) If for any reason the distraint or a sufficient distraint of the defaulter's properties is impracticable, the Executive Authority may prosecute the defaulter before the Criminal Court having jurisdiction.

(3) The warrant under sub-Rule (1) shall be in Form I and for each such warrant, a fee of one rupee shall be levied.

(4) Under a special order in writing of the Executive Authority who signed the distraint warrant, the Panchayat Assistant or Part-time Clerk as the case may be, may between sunrise and sunset, break open any outer or inner door or window of any building in order to make the distraint, if he has reasonable grounds for believing that such building contains property which is liable to seizure and if, after notifying his authority and purpose and duly demanding admittance, he cannot otherwise obtain admittance:

Provided that he shall not enter or break open the door of any apartment appropriated to women until he has given three hours notice of his intention and has given such women an opportunity to withdraw.

32. Seizure of property - (1) The Panchayat Assistant or Part-time Clerk, as the case may be, shall, before making the distraint, demand payment of the tax due and warrant fee. If the tax and fee are paid, no distraint shall be made, but if the tax or fee is not paid, the Panchayat Assistant or Part-time Clerk, as the case may be, shall –

- a) Seize such movable property of the defaulter as he may think necessary having regard to the tax arrears
- b) make an inventory of the property seized; and

- c) give to the person in possession of the property seized at the time seizer, a copy of the inventory and the notice of sale in the Form II

Provided that the period of seven days shall be allowed for paying the amount due or redeeming the property seized.

2)The distraint shall not be excessive, that is to say, the property distraint shall be as nearly as possible,equal in value to the tax due by the defaulter together with all expenses incidental to the warrant, distraint, detention and sale.

33. Sale of property seized – (1) If the amount due by the defaulter on account of the tax, the warrant fee and distraint fee and all expenses incidental to the detention of the property or not paid within the period of seven days specified in the notice given under Rule 32 and if the distraint warrant is not suspended by the Executive Authority, the property seized or a sufficient portion on thereof shall be sold by public auction under the orders of the Executive Authority who shall apply the proceeds of the sale to the payment of the amount due on account of the tax, the warrant fee, the distratint fee and the expenses incidental to the possession detention and the sale of the property and shall return to the person in whose the property was at the time of seizure, any property or sum which may remain after the sale and the application of the proceeds thereof as aforesaid. If the proceeds of the sale are in sufficient for the payment of the amount due on account of the tax, the warrant fee and distraint fee and the expenses incidental to the detention and sale of the property, then, the Executive Authority may again proceed under Rule 31 in respect of the sum remaining unpaid.

2) When the property seized is subject to speedy and natural decay, the Executive Authority may sell it at any time before the expiry of the said period of seven days, unless the amount due is sooner paid.

3) The Executive Authority shall consider any objection to the distraint of any property which is made within the said period of seven days and may postpone the sale pending investigation thereof. If the Executive Authority besides that the property attached was not liable to distraint, he shall return it, or if it has already been sold, the proceeds of the sale, to the person appearing to be entitled there to and may again proceed under Rule 31 and all fees and expenses connected with the first distraint and sale shall be recoverable from the defaulter if it shall appear, to the Executive Authority that he wilfully permitted the distraint of the property when to his knowledge it was not liable to distraint.

34. Distraint fees

- 1) The distraint fees shall be payable at such rates as are specified in Form III.
- 2) Such fees shall not be held to include the expenses incidental to the detention of any property distrained.

35. Property to be distrained within the area of the Village Panchayat

The property of a person in default under sub Rule (1) of Rule 31 may be distrained wherever it may be found within the area of the Village Panchayat.

36. Liability of occupier to pay house-tax

If the tax due on account of any house remains unpaid in whole or in part at the end of the period specified in sub Rule (1) of Rule 31, the official who is authorised to sign the warrant may, if the said tax has remained unpaid for more than twelve months, require the occupier, for the time being, of such building to pay the amount within a specified period, not being less than fifteen days, and if the occupier fails to comply with such requisition, the Executive Authority may distrain and sell any movable property found on the building, and the provisions of the foregoing Rules shall, mutatis mutandis apply to all distraints and sales effected under this Rule:

Provided that no occupier shall be liable to prosecution or any proceedings in a civil suit in respect of any sum recoverable from him under this Rule, unless he has willfully prevented distraint or a sufficient distraint.

37. Recovery of arrears of tax - If any tax due from any person remains unpaid in whole or in part at the end of the period specified in sub Rule (1) of Rule 31 and if such person has left India or cannot be found, the said tax or such part thereof as remains unpaid together with all sums payable in connection therewith shall be recoverable as if it were an arrear of land revenue.

38. Imposition of fine : (1) Every person who is prosecuted under sub Rule (2) of Rule 31 shall be liable, on proof to the satisfaction of the Court that he wilfully omitted to pay the amount due by him, to pay a fine not less than five times of the amount which may be due by him on account of :

- a) The tax and the warrant fee, if any, and
- b) If distraint has taken place, the distraint fee and the expenses incidental to the detention and sale, if any, of the property distrained.

- 2) Whenever any person is convicted of an offence under sub Rule (1), the

Court shall, in addition to any fine which may be imposed, recover summarily and pay over to the Village Panchayat the amount, if any, due under the heads specified in clauses (a) and (b) of sub-Rule (1) and also recover summarily and pay the Village Panchayat such amount, as it may fix as the cost of the prosecution, in its discretion.

39. Prohibition to purchase distrained property in certain cases -

Neither the Executive Authority nor any officer who signed the warrant or servant of the Village Panchayat shall directly or indirectly purchase any property at any sale distrained held under the foregoing Rules.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

FORM –I
(See Rule 31 (3))
DISTRRAINT WARRANT

Warrant No. _____

To _____

(Name of Officer charged with execution of warrant)

(State tax or taxes due and premises, if any, in respect of which the tax is or taxes are due) Whereas _____ of _____ has not paid or shown sufficient cause for the non-payment of the sum of Rupees _____ Paise _____ due for the tax or taxes noted above for the

20 although the said sum has been duly demanded from the said defaulter and fifteen days have elapsed since the demand was made -

This is to command you to demand the said sum of Rupees _____ Paise _____

together with one rupee for warrant fee, failing which you are to distrain the goods and chattels of the said _____ (or as the case may be, any goods and chattels found on premises referred to) to the amount of the said sum of Rupees _____ Paise _____ together with Rupees _____ Paise _____ for warrant fee and distraint fee making sufficient to defray the charges of keeping and selling such distraint; and if within seven days next after such distraint, the amount due on account of the said tax or taxes and fees shall not be paid together with such further some as may be sufficient to defray the charges of keeping such distraint, to sell the said goods and chattels under orders to be hereafter issued by me, and to remit to the Village Panchayat the sale proceeds of the distrained property, out of which the amount due on account of the said tax or taxes and fees, namely viz, Rupees _____ Paise _____ and

the charges of keeping and selling such distraint, will be deducted and credited to the Fund, and the surplus, if any, returned to the owner of the goods and chattels distrained. If distraint or sufficient distraint cannot be found of the goods and the chattels of the said _____ you are to certify the same together with this warrant.

Station :

Date :

Signature of the Executive
Authority

FORM –II

(See Rule 32(I) (c))

FORM OF INVENTORY AND NOTICE OF SALE

(State particulars goods and chattels seized)

Take notice that I have this day seized the goods and chattels specified in the above inventory for the sum of Rupees _____Paise_____due toWards the tax or taxes specified for the period ending— _____20____ . And that unless you pay into the office of the Village Panchayat the amount due together with the warrant fee, the distraint fee and the cost of keeping the goods and chattels. Within seven days from the date of this notice, the goods and chattels will be sold on the day of 20____ at the office of the Village Panchayat as the Executive Authority may direct and that the goods and chattels may be sold at any previous date, if they are liable to speedy and natural decay.

Station :

Signature of the Executive

Date :

Authority

FORM – III

(See Rule 34)

TABLE OF MAXIMUM FEE PAYABLE ON DISTRAINT

Sums distrained for (1)		Distraint fees (2) Rs.
Under Rs.30	—	6-00
Above Rs.30 and up to Rs.70	—	10-00
Above Rs.70 and up to Rs.100	—	20-00
Above Rs.100 and up to Rs.150	—	30-00
Above Rs.150 and upto Rs.200	—	40-00
Above Rs.200 and upto Rs.250	—	50-00
Above Rs.250 and upto Rs.300	—	60-00
Above Rs.300		At the rate of twenty per cent of tax rounded off to the next whole rupee

The above charge includes all expenses, except when menial are kept incharge of property distrained, in which case Rs.5 shall be paid daily for each menial.

7. iii). The Tamil Nadu Panchayats (Grant of remission of rent to lessees and Contractors) Rules, 1999

(G.O. (Ms) No.204, Rural Development (C4), dated 28th September, 1999)

In exercise of the powers conferred by clause (xxvi) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Rules relating to grant of Remission of Revenue to Lessees and Contractors, the Governor of Tamil Nadu hereby makes the following Rules :-

RULES

- 1. Short title.-** These Rules may be called the Tamil Nadu Panchayats (Grant of Remission of Rent to Lessees and Contractors) Rules, 1999.
- 2. Adherence of terms and conditions by the Lessees.-** All Lessees of Village Panchayat and all persons who have entered into contracts with Village Panchayat shall be held strictly the terms and conditions of their leases or contracts and no remission of lease rent shall be granted to them except in accordance with the provisions of Rules 3 and 4.
- 3. Restrictions and control.-** The grant of remission of lease rent to Lessees and Contractors shall be subject to the following restrictions and control namely:-

(a) Remission of lease rent shall be granted only in cases in which the Lessee or Contractor is prevented from carrying out his part of the lease or contract by reason on the occurrence of some extraordinary extrinsic cause which could not reasonably anticipated, for example, the compulsory closing, on account of the outbreak of an epidemic or the act of God like heavy flood or storm, of a market or the site or any workspot which has been leased out or where the work is to be carried out;

(b) The amount of remission of lease rent granted shall not exceed the proportionate amount payable under the lease or contract for the period for which the Lessee or Contractor was prevented from carrying out his part of the lease or contract on account of such extraordinary cause as referred to in clause (a); and

(c) When the amount remitted exceeds five hundred rupees, the previous sanction of the Inspector shall be obtained.

4. Penalties.- Penalties provided in the lease or contract shall be strictly enforced in accordance with the terms of the lease or contract. Penalties for late payment of the amount due to the Village Panchayat Under the lease or contract shall not be remitted except in cases where the payments of instalments of the amount due are in the opinion of the Village Panchayat fairly regular and the whole amount due to the Village Panchayat under the lease or contract is paid before the end of the period to which the lease or contract relates:

Provided that when the amount remitted exceeds Rs.500 in each case, the previous sanction of the Inspector shall be obtained.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

7. iv) The Tamil Nadu Panchayats (Public Landing Places, Halting Places, Cart-Stands) Rules, 1999

(G.O.(Ms)No.184, Rural Development (C4), dated 30th August, 1999)

In exercise of the powers conferred by Section 154 and clause (xxii) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Rules relating to the public halting places, cart-stands, etc., the Governor of Tamil Nadu hereby makes the following Rules.

RULES

1. Short title.-These Rules may be called the Tamil Nadu Panchayats (Public landing places, halting places, cart-stands) Rules, 1999.

2. Definition.-For the purposes of the Rules, 'cart' means any conveyance suitable for use on road and includes any kind of carriage, cart-wagon, vehicle, bicycle, tricycle, rickshaw both pedaled or motorized, motor cycle, scooter and moped.

3. Application to provide public landing places, halting places and cart-stands.-When a Village Panchayat proposes to provide a public landing place, halting place or cart-stand shall submit an application to the Inspector. The application shall contain-

(a) the survey number, extent and classification of the land in which the Village Panchayat proposes to provide the landing place or halting place, cart-stand and shall be accompanied by a sketch indicating the position or location of the land with reference to the important roads and other lands in the neighbourhood; and

(b) any other particulars which the Inspector may specifically require.

(c) Before according sanction, the Inspector shall consult the Regional Transport Authority concerned in the case of stands intended solely or partly for motor vehicles and shall have due regard to its opinion.

(d) No Village Panchayat shall close a public landing place, public halting place or cart-stand, whether temporary or permanently without the previous permission of the Inspector.

4. Places not be declared as public landing places and halting places and cart-stand.-(1) A road or road margin shall not ordinarily be declared as a public landing place, public halting place cart-stand:

Provided that in a special case, the Inspector, in consultation with the Authority in whom the road is vested, permit a Village Panchayat to provide a public landing place, halting place or cart-stand if in his opinion, that there is sufficient space available for road purpose, after making provision for such purposes.

(2) No. Village Panchayat shall declare the entire village to be a public landing place, a public halting place or cart-stand.

5. Prohibition for use of public landing place, halting place or cart-stand.-

Where a Village Panchayat has provided a public landing place, halting place or cart-stand, it may prohibit the use for the same purpose by any person, within one kilometer thereof, or any public place or the sides of any public road:

Provided that nothing contained in this Rule shall apply to any motor vehicle which is not a stage carriage within the meaning of the Motor Vehicles Act, 1988 (Central Act 59 of 1988).

Explanation.-A public place or the sides of a public road shall not be deemed to be used as a public landing place, halting place or cart-stand if a vehicle used for the carriage of passengers stops therein for a period not exceeding two minutes for the purpose of getting down or picking up passengers or their luggage, or if a vehicle used for the carriage of goods stops therein only for the period required for the loading or unloading of goods.

6. Notification for opening of public landing place, halting place or cart-stand.-When a Village Panchayat provides a public landing place, halting place or cart-stand it shall give due publicity by publishing a notice in the office of the Village Panchayat and in the District Gazette, with informations as to the place where such landing place, halting place or cart-stand is to be opened and the rates of fees payable for its use. A notice specifying the rates fixed by the Village Panchayat, the name of the person authorised to collect fees therein and the prohibited distance shall be put up on notice board in a conspicuous place in such public landing place, halting place or cart-stand.

7. Rate and fees to be fixed for public landing place, halting place and cart-stand.- Fees for the use of a public landing place, halting place or cart-stand shall be levied at the rate not lower than the rate prescribed in this Rule specified in the Table below:-

TABLE

Description of car/vehicle	Minimum rate <i>per diem</i>
(1)	(2)
1. For every hand-drawn cart	Rs. 4.00
2. For every cart or vehicle drawn by one or more animals	8.00
¹ [3. For every motor vehicle (Heavy)- Class A Bus Stand Class B Bus Stand Class C Bus Stand Class D Bus Stand For every motor vehicle (Light)- Class A Bus Stand Class B Bus Stand Class C Bus Stand Class D Bus Stand For every auto-rickshaw and two wheeler	15.00 12.00 8.00 5.00 10.00 8.00 5.00 5.00 4.00
4. For every tricycle or cycle rickshaw	2.00
5. For every horse, mule, bullock, bull, cow or buffalo	2.00

(ix) Amenities.-There shall be provided amenities in every public landing place, halting place or cart-stand such as shelter facility for passengers, vehicle and animals, lighting facility, drinking water facility and toilet facility.

(x) Seizure and detention of property.-(1) If the fee leviable under these Rules read with clause (a) of Section 154 of the Tamil Nadu Panchayats Act 1994 (Tamil Nadu Act 21 of 1994) in respect of a vehicle or animal is not paid on demand, the person authorised to collect such fee may seize and detain such portion of the appurtenance or load of such vehicle or animal as will, in his opinion, suffice to defray the amount due and in the absence of any such appurtenance or load or in the event of this value being insufficient to defray the amount due, he seize and detain the vehicle or animal.

(2) Any property seized under sub-rule (1) shall be sent, within twenty four hours of its seizure to the Executive Authority or to such person as may be authorised to receive and sell such property and the Executive Authority shall forthwith give notice to the owner of the property seized or if the owner, is not known, or is not resident within the village, to the person who was incharge of the said property at the time of its seizure or if such person cannot be found, publish by beat of drum, that after the expiry of two days, exclusive of sunday, from the date of service or publication of such notice, the property shall be sold by public auction at a place to be specified in the notice and the proceeds of the sale shall be appropriated towards-

11. the amount due on account of the fee,

12. such penalty not exceeding the amount of the fee as the Executive Authority may direct, and

(iii) a sum of rupees five on account of charge incurred in connection with the seizure, detention and sale.

The surplus, if any, shall be paid to the owner of the property or to the person who was incharge of the property at the time of its seizure.

i If, at any time before the sale has begun, the amount due on account of the fee together with a sum of rupees five on account of charges incurred in connection with the seizure and detention, is tendered to the Executive Authority or other persons authorized as aforesaid, the property seized shall be forthwith released.

i If not such tender is made, the property may be sold.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

1. Substituted by G.O. Ms. No.118, Rural Development (C2), 26th July 2004.

7. V) The Tamil Nadu Panchayats (Procedure for Conducting Public Auction of Leases and Sales in Panchayats) Rules, 2001

(G.O. (Ms) No. 277, Rural Development (C-4) Department, Dated 22nd November, 2001)

In exercise of the powers conferred by clause (xix) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the earlier Rules made in this regard, the Governor of Tamil Nadu hereby makes the following Rules : -

RULES

1. **Short title** – These Rules may be called the Tamil Nadu Panchayats (Procedure for conducting public auction of leases and sales in the Panchayats) Rules, 2001.
2. **Definition** – In these Rules, unless the context otherwise requires, “**Act**” means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994).
3. **Properties and rights to be auctioned** – (1) The Panchayat sell lease out or sell, in public auction in an open and transparent manner, the right to enjoyment of properties of a Panchayat or right to the collection of fees for the use of public places in the Panchayat for commercial and other purposes, specified in sub – Rule (2). The Panchayat shall also sell in public auction, any unusable or unserviceable article as specified in clause (xi) in sub – rule (2) whose estimated value is more than Rs.100 (Rupees one hundred only)
- (2) The list of items that may be leased out are, -
 - a) Own lands and other immovable properties of the Panchayat;
 - b) vested or regulated Poramboke lands under the control of the Panchayat;
 - c) buildings consisting of shops, rooms, rest sheds, carriages, market stalls, canteens, hotels, lodging houses, and other permanent buildings for which rent is payable monthly or for a longer period;
 - d) cutting of grass (vizhal for laying roof for huts) grown in irrigation tanks and other places under the control of Panchayats;

e) usufructs of trees on the Panchayat roads, topes and on roads belonging to the Highways and Rural Works Department. Trees on public Works Department Lands over which the Panchayats has been given control and other Panchayat properties;

7. right to collect the fees in the public market, cart- stand, public landing or halting-places, bus –stand, slaughter houses, fish markets or ferry places under the control of the Panchayat;

8. Collection of minor forest produce as defined in Section 130- A of the Tamil Nadu Forest Code collected in the unreserved forest of the Panchayat and other Panchayat properties;

9. Use of road margins under the control of the Panchayat and street margins for sale of articles;

10. Use of public places for erecting advertisement boards, etc;

11. any other items for which right of enjoyment or collection of fees can be leased out;

12. The sale of unusable or unserviceable article are, -

a. wind – fallen and withered trees;

b. sweepings in the Panchayat properties;

c. unserviceable and wornout machinery tools, plants and electrical fittings;

d. old newspapers, journals and obsolete records after tearing out them; and

ii. old newspapers, journals and obsolete records after tearing out them; and

iii. any other unserviceable or unusable article which can be sold.

(3) In the case of stalls or bunks or other structures or buildings constructed by the Government from their Funds for rehabilitation of the repatriates from other Countries, if any, handed over to the Village Panchayat or the Panchayat Union

Council, as the case may be, for maintenance, they shall be leased out only to such persons according to the instructions of the Government in force at the time of auction.

4. Lease of land and immovable property belonging to a Panchayat – The Panchayat shall have power to lease out its own land or any other immovable property to it as referred to in Rule 3 above :

Provided that no such lease shall be valid in case the period of lease exceeds three years or where the Lessee is permitted to put up any building or structure whether of masonry, brick, wood, mud or of any materials unless the sanction of the Inspector has been obtained therefor.

5. Lease of Government Poramboke vested with the Panchayat - The Panchayat shall have power to lease out any property vested in it but not belonging to it other than road sides and street margins referred to in Rule 3 above:

Provided that no lease shall be granted, -

1. in contravention of the conditions, subject to which such property became vested in the Panchayat;
2. for a period exceeding twelve months, without the previous sanction of the Inspector;

Provided further that no such lease shall be valid, if the Lessee is permitted to put up any building or structure whether or masonry, bricks, wood, mud or any other materials unless prior sanction of the Inspector has been obtained.

6. Lease of roadside and street margins - The Panchayats shall have power to lease out road margins under the control of the Panchayat and street margins subject to the following restrictions and control;

1. the Panchayat shall require each intending bidder to furnish information as to the use to which the land will be put and the period for which lease is required which shall not exceed one year at a time. If the intending bidder desires to construct any temporary structure, information to the materials to be used for the construction shall be furnished;
2. for a lease period not exceeding twelve months, materials like pre-fabricated structures or palmyra or coconut leaves, bamboos, jute or gunny cloth or similar other materials which may be removed easily, shall be permitted for the structures. Necessary fees, if any, leviable for such temporary structure shall also be collected before permitting such construction. Such a temporary

structure is liable for removal by the Panchayat, if the Panchayat or the Inspector considers so in public interest during the middle of the lease period and Lessee shall have no right to claim any compensation for the same;

(8) no lease for a structure made of materials other than those mentioned in items (i) and (ii) above or for a period exceeding twelve months shall be granted without the previous approval of the Inspector, who while granting approval may lay down such conditions as may be considered necessary, subject to which the lease may be granted by the Panchayat. The Panchayat shall embody such conditions in the lease notice and lease deed before granting orders to entry into the property;

(9) no road margins shall be leased out for cultivation;

(10) every lease under item (ii) or item (iii) shall expressly provide that the lease is liable to be terminated at any time within the period of the lease without payment of compensation to the Lessee, if in the opinion of the Panchayat or the Inspector, it is necessary in the public interest to remove any structure erected in the land.

7. Collection of ground – rent assessment, peshkash or quitrent and payable to Government - (1) Whenever any vested property of the Panchayat is leased out, the Lessee shall pay to the Government such assessment, of ground – rent, Peshkahs or quit –rent as the Inspector may determine from time to time and the same is subject to revision, from time to time, in accordance with the rules in force at the time of revision except in respect of quit-rent or engranchised inam lands and peshkahs on lands in proprietary Villages acquired by the Panchayat by private negotiation. Such assessment of quit-rent shall be in addition to the lease amount and the Lessee shall be liable to pay the amount in addition to the lease amount.

(2) Nothing contained in this Rule shall affect the right of the Government to recover from the Panchayat the assessment, ground – rent, peshkahs or quit – rent leviable on lands not transferred by sale or exchange or otherwise permanently alienated.

8. Leasing out of public places for erecting advertisement boards and hoardings for advertisement - (1) The Panchayat may set apart places in the lands owned by it or in the premises of its buildings or in the vested porambokes and lease out such places for erecting up advertisement boards or hoardings.

(2) The Panchayat may also erect advertisement boards and hoardings at its own cost and lease out such structures for the exhibition of advertisements.

2 Authority to conduct auction or sale - The Executive Authority or the Commissioner or the Secretary, as the case may be, shall conduct auction of lease or sale of articles belonging to Panchayat.

3 Time to conduct auction - (1) The auction of lease shall be conducted sufficiently in advance of period or date from which the lease period is due to commence, taking into consideration the extra period that may become necessary for conducting re – auction on account of any compelling circumstances, action may be taken to compete well in advance the preliminary steps like preparing auction notices, publication in proper manner, conducting of auction, getting approval of the Panchayat and execution of lease deed.

(2) So far as the sale of article in an outright manner is concerned, such article may be got condemned by the Panchayat well in advance wherever necessary and then sold out in public auction without undue delay thereby avoiding theft, pilferage, natural loss, damage or wearing out, rendering their sale difficult or in fructuous. In case, where technical opinion or advice is considered essential or have been prescribed by the Inspector for condemning any article by the Panchayat such as radio, television set, electric motor pumpset, electrical fittings, vehicles, etc., such technical advice or opinion in respect of that material shall also be obtained.

11. Period of lease - The Panchayat shall, in respect of property other than the property vested with it, fix the period of lease of right to enjoy the property and the period of lease of properties as specified in the Table below, subject to conditions prescribed under this Rule:-

Nature of Property		Maximum Lease period at a time
1	Own Lands	Three years initially and renewal for a further period of three years.
2	Own buildings used as shops, rooms, carriages, canteen, hotels, lodging houses, rest – sheds.	Three years initially and renewal for a further period of three years.
3	Government Poramboke land vested with or regulated by the Village Panchayat or the Panchayat Union Council as the case may be, excluding road and street margins.	One Year
4	Right to cut grasses in minor and major irrigation tanks and other water sources	One Year
5	Usufructs of avenue trees in the Village Panchayat or the Panchayat Union Council roads, trees, as the case may be, in Public works Department lands and Highways and Rural Works Department roads and trees in topes.	One Year
6	Minor forest products as defined in Section 130- A of the Tamil Nadu Forest Code.	One Year
7	Right to collect fees for the use for public places like markets/ fairs, during festivals, landing and halting places, bus stand, cart – stand, slaughter house, fish market, fishing in water supply sources under the control or vested with the Village Panchayat or the Panchayat Union Council, as the case may be, ferry.	One year
8	Sale on road margins and street margins and public places in the Villages.	One Year
9	Right to enjoy fishery rights in water sources under the control of the Village Panchayat or the Panchayat Union Council, as the case may be. The Tamil Nadu Panchayats (Lease and Licensing of Fishery Right in water sources vested and regulated by the Village Panchayats and the Panchayat Union Councils) Rules, 1999, will apply for the auction procedures.	Five Year

12. Fixing of number and amount of installments - (1) The Panchayat shall fix the number of instalments for the payment of lease amount by the Lessee as follows:-

(a) Where the lease period does not exceed one year, the lease amount may be permitted to be paid in not exceeding two instalments, to be decided by the Panchayat in respect of every lease:

Provided that the last instalment shall be paid before six months of expiry of the period of lease:

Provided further that in case the lease amount does not exceed Rs.5,000 (Rupees five thousand only), it shall be paid in one lumpsum within five days of execution of lease deed:

Provided also that in the case of lease of usufructs of avenue trees, the lease amount shall be paid in one lumpsum before the execution of lease deed;

(b) Where the lease period exceeds one year, the lease amount may be permitted to be paid in not more than two instalments for every year of lease, the last instalment being payable atleast one year before the period of expiry of the lease period of lease or in the beginning of the lease period, whichever is earlier.

(2) The Panchayat shall take action to terminate the lease in case a Lessee fails to remit the instalment within seven days after the expiry of due date besides initiating action to realise the balance as per the lease deed from the Lessee.

(3) The Panchayat shall fix the amount of the security deposit for each item of lease, so that he may not retreat from the lease after the final bid. This amount shall be retained till the expiry of the lease period as a security against the violation of lease condition. In case where the estimated lease amount exceeds Rs.10,000 (Rupees ten thousand only), the bidder shall be required to produce suitable solvency certificate for an amount to be specified in the auction notice.

(4) Every Successful bidder in an auction shall be required to remit, soon after the bidding is over for an item, and before starting the bid for the next item, an initial amount, excluding the recently deposited amount, calculated at not less than ten per cent of the bid amount which, together with early paid amount, would constitute the first installment of the amount in the case of lease not exceeding one year and fifteen per cent of the bid amount in cases where the lease period exceeds more than a year, equal to two installments of amount.

(a) Place of auction - Ordinarily, every auction, or sale shall be conducted in the office of the Panchayat. In special cases, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall decide the place of action of the lease or sale depending upon the nature of lease or sale and the place where the properties or articles. lie. However, the auction of usufructs of the trees, wind –fallen and withered trees may be conducted at the site itself. In case of avenue trees, the entire road length may be divided into convenient reaches, i.e., say two hundred or four hundred metres and may be auctioned reach by reach individually.

(b) Issue of auction notice – (1) The notice of auction of lease or sale may be issued not less than ten days and not more than twenty one days prior to the date of auction or sale. The Panchayat shall approve the terms and conditions and for each kind or type of lease, before they are included in the auction notice. If new conditions or terms are to be included or existing conditions or terms to be amended, the prior approval of the Panchayat shall be necessary. The notice may contain, inter alia terms and conditions on the following matters, subject to which the lease shall be granted:-

- i. place of auction or sale, date and time of auction;
- ii. period of lease;
- iii. details of property to be sold or rights to be auctioned. In the case of avenue trees, the details of reach of the road and in other cases, the location of the property may be specified clearly;
- iv. security deposit payable for each item;
- v. number of instalments of lease amount permitted for each item;
- vi. initial amount payable at the time of auction or sale by the successful bidder;
- vii. details of solvency certificate to be produced where it is considered necessary;
- viii. prohibition of defaulters in the payment of past leases from participating in the auction or sale;
- ix. confirmation of auction or sale being subject to the approval of the Panchayat;
- x. xiv rate of interest chargeable for belated payment of instalment;

- xi. xv need for and mode of execution of lease or sale deed;
- xii. xvi details of payment of assessment, ground-rent, peshkahs or quit - rent fixed by the Inspector, from time to time, which will be in addition to the lease amount;
- xiii. xvii schedule of payment of the lease or sale amount;
- xiv. xviii in case where the rent of own lands, Poramboke lands and own building of the panchayats, proposed to be leased out, the rent, lease amount, may be reckoned in terms of monthly rent for the entire lease period. This information may be specified in the auction notice also for the information of the intending bidders; and
- xv. xix power of the administration, to reserve any right either to postpone the sale or auction of any lease and also to cancel any lease in public interest with or without showing any reasons therefore, in the middle of the lease period for which the lessee has no right to claim any compensation.

15. Publication of auction notice - (1) The auction notice for the lease of property or right to collect fees or sale of articles shall be published in the manner specified below. Due publicity shall be given by publishing a notice containing full particulars of the property to be transferred or leased or sold and the fees to be collected, -

- i. in the notice board of the concerned Panchayat;
- ii. in the notice board of the Panchayat Union or the District Panchayat in which the Village Panchayat or Panchayat Union Council, as the case may be, is situated;
- iii. in the notice board of the adjacent Panchayat lying within five kilo metres radius of the Village Panchayat or the Panchayat Union Council, as the case may be, in which the property lies;
- iv. in important places in the Panchayat Village area or the Panchayat Union Council, as the case may be, like Chavadi, post Office, fair price shops, temples, etc;
- v. by beat of tom tom in the Panchayat Village or the Panchayat Union Council, as the case may be, where the property or place lies, on the day of auction, three hours before the time fixed for auction;

- vi. a record of publication of auction notice shall be prepared and kept in the relevant file;
- vii. by sending copy of notice to the prospective traders, dealers or agents in the District who are dealing with the property of the nature mentioned in the auction;
- viii. on the property to be leased out or place where the fees are to be collected;
- ix. any other method, the panchayat may consider necessary.

(2) The auction notice shall be caused to be published, -

- I. in the District Gazette at least seven days in advance of the date of auction, in case the lease amount is expected not to exceed Rs.10,000 (Rupees ten thousand only);
- II. by inserting brief advertisement, in a Tamil daily newspapers having wide daily circulation in the panchayat area, atleast three days ahead of the date of auction, in case the lease is expected to exceed Rs.10,000 (Rupees ten thousand only).

(3) The Executive Authority or the Commissioner or the Secretary, as the case may be, shall estimate and decide whether a lease or sale of article would fetch an amount below or above Rs.2,000 (Rupees two thousand only), as the case may be and record his decision in the relevant file quoting reasons therefore.

(4) The Panchayat may dispense with the publication of auction notice in the District Gazette or in the newspapers, in the case of reaction, during the middle of the lease period arising out of termination of the lease for non-fulfilment of lease conditions.

16. Auction procedure - (1) In the case of auction conducted by the Panchayat, a Committee comprising of three members for supervising the conduct of auction, of leases or sale may be constituted by the concerned panchayat for ensuring greater transparency. In case of a Village Panchayat such Committee may include besides the Executive Authority, the Vice- President and the members from the ward where the property to be leased or sold lies. The Executive Authority or the Commissioner or the

Secretary, as the case may be, shall inform the Committee members in writing atleast three days in advance for making themselves present at the place of auction or sale.

- i. The Executive Authority or the Commissioner or the Secretary, as the case may be, or the person authorised to conduct the auction shall be present sixty minutes ahead of the time fixed for auction at the appointed place. If more number of items are to be auctioned, auction shall be conducted one after another. The highest bid amount shall be either recovered alongwith necessary security deposit or the first instalment of total bid are collected before commencing the next item of auction. The deposit of all un-successful bidders may be refunded to them on the spot or after all the auctions under the question are over with due acknowledgement.
- ii. No person shall be eligible to participate in the auction, if he was irregular in paying instalment amounts in respect of any previous auction held in that Panchayat or if he has failed to comply with any of the terms or conditions of a previous auction, resulting in the damage to the lease property.
- iii. A suitable upset price may be fixed at the commencement of auction which may be based on the last auction, the prevailing market prices and the prospect at the present auction. If the situation warrants, reasons for which shall be recorded in writing amount may be lowered to be further reasonable level from which the bid be increased by the bidders. As soon as the auction is over, the security deposit amount and the lease amount released in full or in parts shall be remitted into the concerned Panchayat Fund Account and printed receipts issued to the payees by the Executive Authority or the Commissioner or the Secretary, as the case may be.

17. Procedure for lease cancellation in the middle of lease period - (1) If it is found that a Lessee has violated any of the lease conditions, which is considered by the panchayat as a serious irregularity like failure to remit the instalment of the dues on or before the due date or cause serious damages to the leased prosperity and failed to restore the damages to the original position, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall issue a show cause notice to the Lessee as to why the lease should not be terminated on account of the violation of lease conditions which shall be specified in the show cause notice and require him to submit his reply within seven days. This notice shall be served on him as per the provisions of the Tamil Nadu Panchayats (Manner of Publication of Notification or Notice and Manner of Service of Documents to the Public) Rules, 2000.

(2) After the expiry of the period specified in the show cause notice, the Executive Authority or the Commissioner or the Secretary, as the case may be shall decide on the merit of the case after taking into consideration the explanation of the Lessee, if any, received and after obtaining the resolution of the Panchayat for termination of lease, issue suitable orders to the Lessee. If the lease is terminated, such order shall also be served on the Lessee as per the provisions of the Tamil Nadu Panchayats (Manner of Publication of Notification or Notice and Manner of Service of Documents to the Public) Rules, 2000. The orders of termination shall include the consequences of termination in accordance with the conditions of lease deed, the important among them, being that the Lessee shall be liable to pay any loss to the Panchayat arising out of the termination of lease and re-auctioning or by departmental management of the lease property or right.

18. Circumstance and procedure to conduct re-auction - (1) Re-auction of lease may be conducted in the following circumstances :-

- i When the lease was cancelled due to violation of lease condition by the Lessee;
- ii When another person comes forward to bid for higher amount by remitting an amount higher, by one and a half times more than the bid amount;
- iii When the Inspector or any other authority empowered by him cancel the auction on account of proven irregularities committed in the auction held already; and
- iv When the Panchayat itself resolves to conduct re-auction on the ground that the bid amount is too low to be considered as a reasonable bid, compared to the last auction or taking into consideration of the prevailing circumstances.

11. In the event of re-auction, the procedure laid down for conducting auction in these Rules shall be observed all over again, starting from the issue of re – auction notice onwards. Before commencing re-auction proceedings, a written order cancelling the previous auction, shall be issued by the Executive Authority or the Commissioner or the Secretary, as the case may be based on the resolution of the Panchayat or the orders of the Inspector.

12. The Executive Authority or the Commissioner or the Secretary, as the case may be, shall be competent to cancel and auction in the event of a situation specified in clause (b) in sub-rule (1) and issue orders before seeking permission of the Panchayat for conducting a re-auction.

13. When re-auction is ordered, the publication of a notice in the District Gazette and the newspapers may be dispensed with if the Executive Authority or the Commissioner or the Secretary, as the case may be, considers that the bid amount at the re-auction may not be at a level warranting such publication and accordingly notice for shorter duration may be given

(3) Confirmation of auction - The Executive Authority or the Commissioner or the Secretary, as the case may be, shall as soon as possible or within a week of conduct of auction, during which period a request for auction for a higher amount is likely to be expected, place before the Panchayat, the records of auction of lease or sale with his remarks in writing on the acceptability or otherwise of one or all the bids. The Panchayat shall decide as to which of the bids shall be accepted and record its reasons where the bid accepted is not the highest or for rejecting a bid or bids higher than the one accepted. In case the Panchayat decides to reject all the bids and resolve to conduct re-auction, it shall record the reasons for ordering such re-auction, If the Executive Authority or the Commissioner or the Secretary, as the case may be, is not satisfied with the decision of the Panchayat, he may bring it to the notice of the Inspector, The decision of the Inspector thereon shall be final.

(4) Execution of lease deed – (1) Soon after the approval of the auction of a lease by the Panchayat, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall confirm the auction in writing to the successful bidder. If the lease amount exceeds Rs.10,000 (Rupees ten thousand only), the bidder shall be directed to execute a lease deed within five days of the confirmation of the auction in a stamped paper of suitable value and register it. If the bidder fails to execute the lease deed, the auction shall be cancelled forfeiting the security deposit and the initial amount paid on the day of auction and also the re-auction of lease shall be ordered. The successful bidder shall not enter into the lease property before executing lease deed and obtaining permission for such entry from the Executive Authority or the Commissioner or the Secretary, as the case may be.

(2) The lease deed shall specified the terms and conditions, inter alia, the following matters, in addition to the other conditions specified in the auction notice:-

- (a) duration of the lease;
- (b) amount of each instalment of the lease amount and the due date before which it is payable;

- (c) lease liable for cancellation in case the instalment of the lease amount is not paid within seven days on the expiry of the due date or such larger period or as the Executive Authority or the Commissioner or the Secretary, as the case may be, may fix and not exceeding thirty days from the due date, at any rate;
- (d) liability of the Lessee to make good, the loss if any, caused to the Panchayat on re-auction, departmental management of the property or right of re-auction, owing to the default on the part of the Lessee to fulfil the terms of his contract;
- (e) the rate of fees leviable by the Lessee in respect of public markets, landing – places, halting places, cart-stands, slaughter houses, fisheries and ferries under the control of the Panchayat;
- (f) restrictions and controls to be imposed for preventing damages to the lease property in any way as would affect the revenue yielding capacity of the property and should it happen, the Lessee shall restore the property to its original position or state, failing which the damage shall be restored at his cost which shall be recoverable from him besides cancellation of the lease;
- (g) prohibition against indiscriminate cutting of any branch of a tree or palmyrah or coconut leaves for a better yield;
- (h) Liability of the Lessee to pay assessment, ground-rent, peshkash or quit-rent at such rate as the Inspector may fix from time to time;
- (i) right to enjoy the lease is subject of the satisfactory compliance with all the terms and conditions in the auction notice, as well as that of the lease deed; and
- (j) any other conditions or terms which may be found necessary in the case of a different type or particular kind of lease.

(3) The lease deed shall be executed in the prescribed form depending upon the property leased out for enjoyment or right of collecting fees for using public places belonging to or vested with or regulated by the Panchayat.

(4) No person shall be allowed to exercise his right under the lease until he has executed the lease deed.

(5) In case any Lessee fails to pay the instalment of the lease amount, as agreed upon within thirty days of due date of payment, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall forthwith report the matter to the concerned Panchayat which shall have power to terminate the lease and order its management departmentally at the risk of the Lessee till it is leased out in re-auction.

(6) No sale deed is necessary in the case of sale of articles and for which the sale amount has been realised in full, but when confirming the auction for sale, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall specify the date before which the property sold may be removed from the spot or taken possession of. Any balance amount due from the bidder shall be collected with due sales tax and surcharge if any, before permitting the removal of the property from the spot or taking possession of the property.

21. Procedure for sealed tenders – (1) The Panchayat shall have power to invite tenders in an open and transparent manner for the enjoyment of lease of a property or right to collect fees covering the salient formalities and legal aspects of:

(i) if, the Panchayat has reason to believe that due to collusion among the bidder or due to any other reason like, either there was no bid at least on two occasions; or

III. the bid was kept at a very low level whereby the interest of the Panchayat was deliberately defeated. The terms and conditions which are normally prescribed in the auction notice for lease may be adopted with such modifications as are necessary when calling for tenders.

(2) When tenders are invited for letting out the lease of a property or right to collect fees, the Panchayat shall have power to accept either the highest tender or tender which is not the highest but the next higher, after recording the reasons for the same in writing.

22. Auction–cum–tender procedure - (1) If the Panchayat considers and decides its advantageous to adopt the auction – cum – tender procedure, it shall have power to adopt such procedure in the sale of property or leasing out the right to enjoy property or to collect fees for the use of public places. if it has reason to believe that due to collusion among the intending bidders or due to threat by habitual participants to the new entrants in the bidding, either there is a low bid or no bid at all, at least on two occasions, it shall record the fact in the minutes of the meeting and opt for adopting auction – cum – tender procedure in respect of lease or sale of any item which it proposes to conduct.

(2) When the Panchayat decides to adopt the auction – cum – tender procedure, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall issue auction – cum – tender notice with appropriate terms and condition covering the salient formalities and legal aspects of each of the system in the same notice fixing, a suitable time for conducting the auction and some other time on the same day following the completion of auction proceedings, for opening the tenders for the same items of leases or sales. Under any circumstances, the time appointed for the receipt of tenders shall not exceed the time appointed for the conduct of auction and any tender, received after the commencement of the auction shall be straightway rejected without opening. Security deposits, shall be specified separately for auction and tender. The time, place and the last day for the receipt of tender and the time, place and last day for the sale of tender documents and payment of tender deposits shall also be specified in the notice. A Tenderer can send his tender by registered post sufficiently in advance so as to reach the office of the Tenderer before the appointed date and time and the official who receives the postal cover upto the time on the last day fixed for the receipt of tenders shall deposit it into the tender box prepared and kept for that purpose.

(3) On the day and time fixed for the conduct of auction, strictly observing all the formalities and subject to the terms and conditions mentioned to take action under current notice, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall commence the auction proceedings, conduct and complete the auction or sale of each item one by one and simultaneously completing the records of auction or sale and obtain necessary initial amount from the successful bidders at the time appointed for the opening of the tenders. The tenders received upto the prescribed time and date shall be opened and the amount quoted therein in respect of each item shall be read openly at the meeting of bidders and Tenderers. The tender details may be entered in the register of tenders maintained for that purpose. After completing all the formalities, the executive Authority or the Commissioner or the Secretary, as the case may be, shall place before the concerned panchayat, the records of auction and of tenders for approval. The Panchayat shall have power either to decide the higher bid in an auction or quoted in tender or any suitable bid or tender amount which is next to the highest amount. In case, it accepts a lower amount than the highest tender or the auction amount, the reasons for the same shall be specifically recorded in the minutes of the meeting.

23. Renewal of lease - (1) The Panchayat shall have power to renew the lease of right of enjoyment of shops, rooms, garages, public markets, canteen, hotels or lodging houses belonging to it and for which rent is payable on a monthly basis or for

a longer period in favor of the existing Lessee, if the Lessee agrees to the renewal of the lessee for a higher amount to be decided by the Panchayat, supported by not less than one half of the members than holding office which shall not be less than fifteen per cent for every year on the previous years lease or of rent fixed:

Provided that such extension of renewal of lease shall be done only upto a maximum of three years.

(2) The existing Lessee, if he desires to continue the lease for a further period, he may apply to the Executive Authority or the Commissioner or the Secretary, as the case may be, requesting the renewal of the lease in his favour atleast three months before the expiry of the lease period. On receipt of such a request, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall place the matter before the respective Panchayats to fix provisionally a sum at which the lease can be renewed, taking into consideration the following factors :-

- a. the increase in the market value of the building subsequent to the letting out of the present lease;
- b. the appreciation in the increase of rental value of the building and other similar buildings in the locality;
- c. consideration of growth and business of the locality in which the building is situated;
- d. other factors such as the location of the property in close proximity to railway station, bus stand, business area and other factors which may have effect in the promotion of business.

(3) The Executive Authority or the Commissioner or the Secretary, as the case may be, may fix the lease amount at fifteen per cent, if the annual rise in prices less than fifteen percent, over the existing lease amount for the fourth year of lease and this rate of increase may be fixed at more than fifteen per cent for the fifth year and sixth year of the lease period as may be decided by the Panchayat.

(4) The Executive Authority or the Commissioner or the Secretary, as the case may be, shall place before the Panchayat within two weeks of the receipt of the request from the Lessee, the request for renewal together with his recommendation regarding the probable amount of lease or rent to be fixed for ensuring lease period.

(5) The Panchayat shall be at liberty to accept the offer of the Lessee and fix up the rent for each of the next three years at a progressive rate of increase so as to derive not less than forty – five per cent of the total amount for the next term of three years, over the previous term of lease. If the Panchayat decides not to accept the request of the Lessee, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall take further action to conduct auction of the lease for that particular item of lease in the usual manner, by observing the procedures prescribed under these Rules.

(6) In case, the Panchayat decides to accept the offer at a meeting where not less than fifty per cent of members than on the Panchayat is present, it shall fix lease rent for each year for the next three years period and the Executive Authority or the Commissioner or the Secretary, as the case may be, shall intimate the Lessee, the decision of the Panchayat before six weeks to the expiry of the lease period with the condition to indicate his willingness to accept the offer within week of the date or receipt of intimation from the Executive Authority or the Commissioner or the Secretary, as the case may be, the Lessee may express his willingness to accept the offer consisting of graded increase of lease amount any year of the renewal at an amount indicated by the Panchayat or unwillingness to accept the offer. In which case the Executive Authority or the Commissioner or the Secretary, the case may be, shall take action to conduct the auction of the lease before the expiry of the period of the lease after getting the approval of the Panchayat. In case, the Lessee expresses his willingness in writing to the Executive Authority or the Commissioner or the Secretary, as the case may be, to accept the offer of the Panchayat, the executive Authority or the Commissioner or the Secretary, as the case may be, shall get a fresh lease deed executed and registered by the Lessee. The lease deed shall contain all the conditions normally stipulated for such a lease with a specific reference for the acceptance of increase of lease amount during each year of the three years period in a graded manner. If the Lessee fails to execute the lease deed within the period mentioned above, the offer of the Panchayat shall stand withdrawn and the executive Authority or the Commissioner or the Secretary, as the case may be, shall report the matter to the Panchayat immediately, obtain its permission to let the property on auction.

The Panchayat is competent to renew the lease of the property only for a period of three years to an existing Lessee and shall not renew for the second time, even if the Lessee is willing to pay higher rent. The Executive Authority or the Commissioner or the Secretary, as the case may be, shall put on such lease of property on auction after the sixth year when the existing Lessee will be free to compete in auction and knock out the lease at any amount as he may desire.

(8) Where the Lessee fails to pay the rent specified in the lease deed or where he fails to pay the revised rent, he shall be evicted in accordance with the conditions of the deed and a fresh lease of the property shall be effected in public auction in the manner specified in these Rules.

24. Direct management by the Panchayat - (1) The Panchayat shall have power to manage itself the affairs of letting on lease, the enjoyment or right of a property of collection of fees, for the use of public places like public market, bus stands, vehicle stand, etc., in one or more of the following circumstances, However, the Panchayat can report to the management by itself only for a short period till the lease of such property is let out, -

- (a) when the lease is terminated for the violation of conditions of lease deed by the Lessee and the lease property or right has to be necessarily managed by the Panchayat at the risk of the Lessee till the lease for the remaining period is auctioned and a fresh lease deed is executed for its management;
- (b) when the process of leasing could not be finalised due to extraordinary unforeseen circumstances or administrative reasons, before the period of commencement of lease;
- (c) in case of collection of fees during an annual festival of a temple, lasting for a very short period, when there is no bid at the first auction of a lease or when the lease amount is comparatively low due to collusion or other unhealthy means and the Panchayat does not see reason to accept such a low lease amount.

(2) When a Panchayat decides to take up the management by itself of a lease of enjoyment or right of a property, the Executive Authority or the Commissioner or the Secretary, as the case may be, may utilize the service of its employees for the collection work. In exceptional cases, where it is essential to engage temporary staff for collection, it shall also decide regarding the appointment of temporary staff, their daily wages not exceeding the rates fixed by the Inspector for such period of Panchayat management, mode of selection of person for appointment, the amount of security deposit to be collected from the temporary staff, expenditure on the printing of tickets or receipt books and other contingent expenditure. The Panchayat shall be competent to incur expenditure for the departmental management not exceeding thirty per cent of the anticipated receipt without outside sanction and for any expenditure exceeding this limit, the previous permission of the Inspector shall be obtained.

(3) The Executive Authority or the Commissioner or the Secretary, as the case may be, shall decide the colour of ticket for different denominations, for different rates of fees, the design and size of ticket leaves, the number of series of ticket books for different rates of fees, the actual letter of series (such as "A,B,C") of ticket books for different rates of fees, the number of ticket leaves to be provided for each denomination, the details to be provided in the ticket leaf, the size of the leaf, the number of tickets to be printed in each series in each denomination, etc., the details of ticket leaf may be similar to those approved by the Panchayat already when the lease for a particular purpose was auctioned last. Each ticket book shall contain one hundred leaves having printed serial number on the leaves. Depending upon the number of series of ticket book to be printed and number of books to be prefixed in each series the first letter of each series may be printed to serial number of leaf. By this way the leaves of same denomination can be identified on the basis of letter of series prefixed to such serial numbers. The ticket book in each denomination in each series shall be serially numbered. The receipt for the printing of ticket books shall show details, names of series of ticket books printed in each denomination, the total number of leaves in each book and the total number of ticket leaves printed in each series in each denomination.

(4) A stock register of ticket books shall be maintained in two parts. In the part one of the register, the details of ticket books printed and brought to stock shall be entered and the details of issues of ticket a book to the collecting staff, who are appointed with a separate set of serially numbered for all ticket books under each denomination, the ticket books serial be numbered in a separate series for each denomination, the total number of leaves serially numbered under each denomination, the serial number of leaves bound as a ticket – book being printed on the ticket book. The leaves in the ticket – book shall bear the facsimile of the signature of the Executive Authority or Commissioner or the Secretary, as the case may be and signature of the collecting staff in ink. Part two of this register shall be treated as a personal ledger for each collecting staff showing the details of ticket books issued to each collecting person under each denomination together with total number of leaves and the total value of ticket books supplied. Whenever ticket books are issued, the dated signature of the collecting person shall be obtained in the register as a token of his acknowledgement. The details of amount daily collected and remitted into the Panchayat shall be noted in this part of the register, denomination – wise and date – wise under the dated signature of the collecting person. In this way the balance amount to be remitted by each collecting person can be ascertained on any date and the responsibility and accountability of the collecting person can be ensured and fixed.

(5) The Executive Authority or the Commissioner or the Secretary, as the case may be, shall issue a set of directions to the collecting staff on all matters enumerated below relating to the collection work, -

- (a) area or zone allotted for each collecting person;
- (b) rate of fees to be collected for different articles/ purposes or person, etc.,
- (c) remittance of daily collection at the Panchayat Office in the evening of the every day with details of the collection work for that day and surrender the counterfoil books;
- (d) authorised persons for receiving the collections and counterfoil books from the collecting staff and give acknowledgement in the register or note book maintained by him for this record;
- (e) any other pertinent matter which may arise in a particular case;
- (f) the person receiving the cash daily at the Panchayat must verify the number of counterfoils and assess the amount which should have been collected and tally it with the cash actually received. If any discrepancy is notified in the verification, then he should take up the matter to the notice of Executive Authority or the Commissioner or the Secretary, as the case may be, for suitable further action.

(6) The Executive Authority or the Commissioner or the Secretary, as the case may be, shall keep strict watch over the collection work of the staff. He shall undertake the following measures in this regard. He shall take immediate and effective action in case he notices any irregularity or misappropriation during his check -

- (a) verify with vendors or other persons who have to pay fees, whether they receive tickets for the amount they pay to the collecting person, whether they were demanded to pay or give more amount than that specified in the ticket or mentioned in the notice board installed at the site of collection;
- (b) verify whether the collecting persons are collecting fees from all persons / vendors or they omit to collect fees from some persons/ vendors or whether they collect money but omit to give receipts;

(c) whether the tickets available with the vendors are genuine or spurious;

(d) any other kind of check, as he may consider necessary or essential;

(e) if he thinks desirable or necessary, he can authorise the Vice-President to undertake the measures he is taking, on days on which he could not undertake them, due to his pre-occupation with any other official business; and

(f) surprise verification of stock of tickets and cash on hand with the collecting person at frequent intervals.

(7) Each and every collecting person shall maintain a separate account in two parts for his record in respect of tickets entrusted to him and collections made and remitted into the Panchayat. Details of collection made and remitted into Panchayat shall be entered daily in the register.

(8) The Executive Authority or the Commissioner or the Secretary, as the case may be, shall verify the number of ticket books used, cash on hand with every collecting person and append a certificate of verification in the stock register of the collecting persons with a view to keeping strict vigil to prevent misappropriation and defalcation. Any irregularity noticed during such verification should be given due serious consideration and follow up action take. The Executive Authority or the Commissioner or the Secretary, as the case may be, shall arrange to issue a receipt for the cash remitted into the Panchayat Office daily to the collecting person when they remit money and receive used ticket book. The miscellaneous register shall also indicate the serial number of tickets from which fees were collected and the serial number of used ticket books received by the office.

(9) After the period of management by the Panchayat is over, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall review the overall position with reference to the number of ticket books printed, number issued, amount collected and remitted and the net savings accrued and report the matter to the concerned Panchayat at its next meeting.

25. Collection of lease and sale amount - (1) After completing the execution of lease deed, necessary entries shall be made in the register of miscellaneous demand under the attestation of the Executive Authority or the Commissioner or the Secretary, as the case may be.

(2). The Executive Authority or the Commissioner or the Secretary, as the case may be shall make necessary posting regarding the total amount, initial payment, when the deed is executed, what the amount to be recovered in instalments at the beginning of each month, scrutinise this register, note down the due date of instalments of lease amount, and issue advance reminder to the Lessee for remitting the dues. If they fail to remit the instalment due even after a reasonable period, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall take action to terminate the lease besides taking appropriate action to realise the dues with interest.

L.N.VIJAYARAGHAVAN
SECRETARY TO GOVERNMENT

7.vi) Pooling of select Assigned Revenues (Local Cess, Local Cess Surcharge, Surcharge on Stamp Duty and Entertainment tax) at State level and apportionment to rural Local Bodies

Rural Development and Panchayat Raj (C4) Department

G.O. (Ms) No. 168

Dated : 4.10.2007

Read :

From the Director of Rural Development and Panchayat Raj,
Chennai-15, Letter Roc. No.50205/2007/PRI.3-1, dated 13.8.2007.

ORDER

The Assigned Revenues of Local Bodies include the class of taxes and levies like Entertainment Tax levied under Entertainment Tax Act, 1939, Surcharge on Stamp Duty levied under Tamil Nadu Panchayats Act, 1994, and Local Cess/Local Cess Surcharge on Land Revenue levied under the Tamil Nadu Panchayats Act, 1994, traditionally collected by the Government and assigned to the Local Bodies. The Entertainment Tax is collected by the Commercial Taxes Department and adjusted directly to the Local Bodies on quarterly basis. The Surcharge on Stamp Duty on transfer of property is collected by the Registration Department along with the Stamp duty and adjusted directly to the Local Bodies by District Collectors on quarterly basis. The Local Cess and Local Cess Surcharge collected along with the Land Revenue by the Revenue Department are adjusted directly to the Rural Local Bodies by District Collectors after completion of Jamabandhi.

- i) It has been brought to the notice of the Government that the existing system of assigning revenues to the various Rural Local Bodies through adjustments, leads to considerable delay in transferring funds and also involves a higher degree of paper work disproportionate to the amount involved. In addition, the distribution of resources is also not equitable. Hence, there is

2.definite need to evolve a system of assignment, which would ensure that the funds are transferred quickly in an equitable manner.

The Government, after examining the above issues, has decided that, except social forestry receipts and income from mines and minerals, the other components of assigned revenue such as Local Cess/Local Cess Surcharge on Land Revenue, Surcharge on Stamp Duty and Entertainment Tax be pooled at the State level and apportioned among Village Panchayats, Panchayat Unions and District Panchayats on the same lines as the State Finance Commission devolution. This principle of Global sharing has been brought to the knowledge of the Legislature in May 2007 by inclusion in the Explanatory Memorandum on the Action Taken on the Recommendations of the Third State Finance Commission.

The Tamil Nadu Panchayats Act, 1994 has been amended by the Tamil Nadu Panchayat (Third Amendment) Act, 2007. The amended Act has the following provisions:

a) According to Section 169, the Government may make Rules not inconsistent with this Act-

- i. for regulating the collection of local cess under section 167, local cess surcharge under section 168 and surcharge on the duty on transfers of property under section 175;
- ii. for fixing the proportions in which the proceeds of local cess, local cess surcharge and Surcharge on the duty on transfers of property shall be distributed among Village Panchayats, Panchayat Union Councils and district Panchayats; and
- iii. for deduction of the expenses incurred by the Government in the collection of local cess, local cess surcharge and surcharge on the duty on transfers of property.

b) According to the newly inserted Section 175-A, notwithstanding anything contained in section 13 of the Entertainment Tax Act, 1939, so far as Panchayats are concerned, 10% of the proceeds of the tax under section 4, section 4-F and section 4-H of that Act collected every year shall be credited to the Government and the balance of 90% distributed among Village Panchayats, Panchayat Union Councils, and district Panchayats in such proportions as the Government may fix.

5. In the letter read above the Director of Rural Development and Panchayat Raj has submitted proposals as detailed below to pool the assigned revenue at State level and apportion to Rural Local Bodies:

13. It is proposed that at least two-third of the total revenue to be assigned to the Rural Local Bodies from out of the amount pooled at State level may be apportioned to Village Panchayats, Panchayat Unions, and district Panchayats in the ratio of 60:32:8. It is further proposed, that the actual amount due to the respective Village Panchayats, Panchayat Unions and district Panchayats, from out of the share allocated to each tier may be in proportion to the rural population of that Local Body as per 2001 census. So far, this amount was released to the Local Bodies on quarterly basis. Hence it may be released to the Rural Local Bodies by the Director of Rural Development and Panchayat Raj on quarterly basis.
14. The Surcharge on Stamp Duty and Entertainment Tax are released to the Local Bodies by the department concerned on quarterly basis based on actual collection. However, Local Cess and Local Cess Surcharge due to the Local Bodies are released in the subsequent year on completion of Jamabandhi. In all four cases, the actual amount due to the Local Bodies would be known only after the completion of financial year. Hence, it is proposed that a tentative allocation may be sanctioned based on the actual amount due to Local Bodies in the previous year. The difference between the tentative allocation and the actual entitlement may be adjusted in the

succeeding financial year. For example, the actual amount due to the Local Bodies during the year 2006-2007 under Surcharge on Stamp Duty is Rs.228.00 Cr. This may be taken as a tentative allocation for 2007-2008. In the event of Rs.240.00 Cr. being collected as Surcharge on Stamp Duty in 2007-2008, Rs.12.00 Cr. being the difference amount due may be released in the year 2008-2009 in addition to regular allocation. Likewise, the difference between the tentative allocation and the actual entitlement for Local Cess, Local Cess Surcharge and Entertainment Tax should be arrived at and released in 2008-2009.

15. As per the reports of the Special Commissioner and Commissioner of Revenue Administration, Commissioner of Commercial Taxes and Inspector General of Registration, the total assigned revenue due to the Rural Local Bodies in the year 2007-2008 based on the collection during the year 2006-2007 (In respect of Entertainment Tax the amount collected during 2005-2006 is adopted) is as follows:

Sl. No.	Tax	Rs. Cr.
1.	Local Cess	6.34
2.	Local Cess Surcharge	31.75
3.	Surcharge on Stamp Duty	228.73
4.	Entertainment Tax	2.50
	Total	269.32

The Director of Rural Development and Panchayat Raj has proposed to sanction a sum of Rs.269.32 Cr. as tentative allocation for the year 2007-2008 as assigned revenue from local cess, local cess surcharge, surcharge on stamp duty, and entertainment tax to Rural Local Bodies and to authorize him to draw and disburse the amount in the manner as proposed above.

(a) The Government after careful consideration of the proposal submitted by the Director of Rural Development and Panchayat Raj, issue following orders:

1. The assigned revenue due to the Rural Local Bodies from the proceeds of the Local Cess, Local Cess Surcharge, Surcharge on Stamp Duty, and Entertainment Tax shall be pooled out at State level;
2. The two-third of apportionment of the assigned revenue to the Rural Local Bodies shall be done by the Director of Rural Development and Panchayat Raj on quarterly basis, following the procedure applicable to the State Finance Commission devolution.

3. The balance one-third of the pooled amount shall be credited to a Fund (to be constituted separately) on behalf of Rural Local Bodies on half yearly basis as contribution and the Fund shall be utilized for implementing specific development schemes in the Rural Local Bodies;
4. The quantum of the pooled amount shall tentatively be fixed on the basis of the collection of taxes during the previous year for making necessary budgetary allocation;
5. The apportionment of assigned revenue to Rural Local Bodies and contribution to the fund shall initially be done to the level of tentative allocation for the pooled amount in the budget and finally adjusted in the next financial year after determining the entitlement of the Rural Local Bodies;
6. The present system of adjustment of assigned revenue from the Entertainment Tax and Surcharge on Stamp Duty to Local Bodies directly from the revenue receipt heads by the Commercial Taxes Department and Registratiton Department respectively, shall be restricted only to Urban Local Bodies; and
7. The present system of adjustment of Local Cess and Local Cess Surcharge to Rural Local Bodies by the Revenue Department shall be discontinued.
 - a. The Government now sanctions a sum of Rs.270 Cr. (Rupees two hundred and seventy crore only) as detailed below, toWards the tentative allocation for the pooled amount of assigned revenue for the year 2007-2008.
 5. Rs.180 Cr. (Rupees one hundred and eighty crore only) toWards the two-third of the pooled amount for apportionment to Rural Local Bodies by the Director of Rural Development and Panchayat Raj on quarterly basis; and
 - ii Rs.90 Cr. (Rupees ninety crore only) toWards the one-third of the pooled amount for making contribution to the Fund.
 - a. The Heads of Department collecting the Local Cess, Local Cess Surcharge, Surcharge on Stamp Duty, and Entertainment Tax shall intimate the details of monthly collection, assigned revenue with Rural and Urban Local Bodies break-up to the Director of Rural Development and Panchayati Raj with a copy marked to Government in Rural Development and Panchayat Raj and Finance (Resources I/RD) Departments so as to determine the entitlement of Local Bodies.
 - b. The Director of Rural Development and Panchayati Raj shall formulate budget proposals for assigned revenue in consultation with the Heads of Department involved in the collection of taxes.
 - c. The expenditure sanctioned above shall constitute an item of 'New Service' and the approval of the Legislature will be obtained in due course of time by inclusion in the Supplementary Estimates for 2007-2008. The expenditure shall be incurred after the Supplementary Estimates are voted by the Legislature.

The expenditure sanctioned above shall be debited to new heads of account to be opened under Demand 42 Rural Development and Panchayat Raj Department as detailed below:

(vi) Apportionment of two-third of assigned revenue (Rs.180 Cr.)

Land Revenue (Rs.25.46 Cr.)

3604 00 Compensation and Assignments to Local Bodies and Panchayat Raj institutions – 101 Land Revenue – I Non-Plan – AD Assignment under Global Sharing of Assigned Revenue to Rural Local Bodies – 09 Grants-in-Aid – 09 Others (DPC 3604 00 101 AD 0997)

(ii) Stamp Duty (Rs.152.87 Cr.)

3604 00 Compensation and Assignments to Local Bodies and Panchayati Raj institutions – 102 Stamp Duty – I Non-Plan – AA Assignment under Global Sharing of Assigned Revenue to Rural Local Bodies – 09 Grants-in-Aid – 09 Others (DPC 3604 00 102 AA 0991)

(iii) Entertainment Tax (Rs.1.67 Cr.)

3604 00 Compensation and Assignments to Local Bodies and Panchayati Raj Institutions – 103 Entertainment Tax – I Non-Plan – AD Assignment under Global Sharing of Assigned Revenue to Rural Local Bodies – 09 Grants-in-Aid – 09 Others (DPC 3604 00 103 AD 0993)

b) Contribution to the fund (Rs.90 Cr.)

(i) Land Revenue (Rs.12.73 Cr.)

3604 00 Compensation and Assignments to Local Bodies and Panchayati Raj institutions – 101 Land Revenue – I Non-Plan – AE Contribution on behalf of Rural Local Bodies to the Fund for Priority Schemes in Rural Areas – 10 Contributions – 01 Contribution to Specific Funds (DPC 3604 00 101 AE 1010)

(ii) Stamp Duty (Rs.76.44 Cr.)

3604 00 Compensation and Assignments to Local Bodies and Panchayati Raj institutions
– 102 Stamp Duty – I Non-Plan – AB Contribution on behalf of Rural Local Bodies to the Fund for Priority Schemes in Rural Areas – 10 Contributions – 01 Contribution to Specific Funds (DPC 3604 00 102 AB 1014)

22. Entertainment Tax (Rs.83 lakh.)

3604 00 Compensation and Assignments to Local Bodies and Panchayati Raj institutions – 103 Entertainment Tax – I Non-Plan – AE Contribution on behalf of Rural Local Bodies to the Fund for Priority Schemes in Rural Areas – 10 Contributions – 01 Contribution to Specific Funds (DPC 3604 00 103 AE 1016)

(h) The Director of Rural Development and Panchayat Raj (code: 4202) shall be the Estimating, Reconciliating and Controlling authority for the above new heads of account.

- i. The Pay and Accounts Officer/Treasury Officer concerned shall open the above new heads of account in the books of accounts.
- ii. The Director of Rural Development and Panchayat Raj shall submit necessary Supplementary Notes to Finance (BG.I) Department at the appropriate time.
- iii. The Special Commissioner and Commissioner of Revenue Administration, Commissioner of Commercial Taxes, and Inspector General of Registration shall take into account the above changes while formulating proposals for Revised Estimates 2007-2008 and Budget Estimates 2008-2009 in respect of tax revenue receipts.

(c) The orders for constituting the Fund as contemplated above; framing the guidelines for utilizing the Fund and identifying schemes to be implemented under it will be issued separately.

(d) This order issues with the concurrence of Finance Department vide U.O.No.64507/ Resources I/2007-1, dated 3.10.2007 and with Additional Sanction Ledger No.1050 (One Thousand and Fifty)

(By order of the Governor)

K.ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT

7. vii) Extract of Tamilnadu Panchayat Act 1994 section 110

110. Duty of Village Panchayat to provide for certain matters.- Subject to the provisions of this Act and the Rules made thereunder, it shall be the duty of Village Panchayat, within the limits of its funds, to make reasonable provision for carrying out the requirements of the Panchayat Village in respect of the following matters, namely:-

(a) the construction, repair and maintenance of all village roads, that is to say, all public roads in the village (other than those classified as National Highways, State Highways, major district roads and Panchayat Union roads) and of all bridges, culverts, road-dams and causeways on such roads:

¹[(aa)] the extension of village-sites and the regulations of building;]

(b) the lighting of public roads and public places in built-up areas;

(c) the construction of drains and the disposal of drainage water and sullage not including sewage;

(d) the cleaning of streets, the removal of rubbish heaps, jungle growth and prickly-pear, the filling in or disused wells, insanitary ponds, pools, ditches, pits or hollows and other improvements of the sanitary condition of the village;

(e) the provision of public latrines and arrangements to cleanse latrines whether public or private;

(f) the opening and maintenance of burial and burning grounds;

(g) the sinking and repairing of wells, the excavation, repair and maintenance of ponds

²[] and the construction and maintenance of water-works ³[for the supply of water for drinking, washing] and bathing purposes; and

(h) such other duties as the Government may, by notification, impose.

7. viii) Extract of Tamilnadu Panchayat Act 1994 section 154

154. Public landing places and cart-stands, etc.- Subject to such Rules as may be prescribed, the Village Panchayat may-

(a) provide public landing places, halting places and cart-stands (which last expression includes stands for animals and vehicles of any description including motor vehicles) and levy fees for their use; and

(b) where any such place or stand has been provided, prohibit the use for the same purpose by any person, within such distance thereof any public place or the sides of any public road as the Village Panchayat may, subject to the control of the Inspector, specify.

7. ix). Extract of Tamilnadu Panchayat Act 1994 Section 172

172. House tax.- The house tax shall be levied on all houses in every Panchayat Village on the basis on which such tax was levied in the local area concerned immediately before the commencement of this Act or on the basis of classified plinth area at the rates specified in Schedule I, as the Village Panchayat may adopt subject to the provisions of sub-section (3).

(2) The house tax shall, subject to the prior payment of the land revenue, if any, due to the Government in respect of the site of the house, be a first charge upon the house and upon the movable property, if any, found within or upon the same and belonging to the person liable to such tax.

(3) The Government shall, by notification, determine in regard to any Panchayat Village or any class of Panchayat Villages whether the house tax shall be levied every half-year or year and in so doing have regard to the following matters, namely:-

(a) the classification of the local areas under Section 4;

(b) the annual receipts of the Village Panchayat;

(c) the population of the Panchayat Village and the predominant occupation of such population; and

(d) such other matters as may be prescribed.

(4) The Government may make *rules providing for-

(a) the persons who shall be liable to pay the tax and the giving of notices of transfer of houses;

(b) the grant of vacancy and other remissions;

(c) the circumstances in which and the conditions subject to which, houses constructed, reconstructed or demolished, or situated in areas included in, or excluded from the Panchayat Village during any half year or year, shall be liable or cease to be liable to the whole or any portion of the tax.

(5) If the occupier of a house pays the house tax on behalf of the owner thereof, such occupier shall be entitled to recover the same from the owner and may deduct the same from the rent then or thereafter due by him to the owner.

¹**[172-A. Levy and collection of advertisement tax.-** Every person who erects, exhibits, fixes or retains upon or over any land, building, wall, hoardings or structure any advertisement, or who displays any advertisement to public view in any manner whatsoever in any place whether public or private, in the Panchayat Village shall pay on every advertisement which is so erected, exhibited, fixed, retained or displayed to public view, a tax calculated at such rates and in such manner as the ³[collector may], determine in accordance with such rule *as may be prescribed.

Provided that the rates shall be subject to the rates that may be prescribed by the Government and different rates may be prescribed for different Village Panchayats taking into consideration the location, the size of the advertisement board, the period and the types of advertisements:

Provided further that no tax shall be levied under this Section on any advertisement or a notice-

(a) of a public meeting; or

²[(b) of an election to the Parliament, Legislative Assembly or a Panchayat; or]

(c) of a candidature in respect of such an election:

Provided also that no such tax shall be levied on advertisement which is not a sky-sign and which-

(a) is exhibited within the window of any building; or

(b) relates to the trade or business carried on within the land or building upon or over which such advertisement is exhibited, or to any sale or letting of such land or building or any effects therein or to any sale, entertainment or meeting to be held upon or in the same; or

(c) relates to the name of the land or building upon or over which the advertisement is exhibited, or to the name of the owner or occupier of such land or building; or

(d) relates to the business of any railway administration; or

(e) is exhibited within any railway station or upon any wall or other property of a railway administration except any portion of the surface of such wall or property fronting any street.

Explanation.- For the purpose of this action. -

(i) the expression “**structure**” shall include any movable board on wheels used as an advertisement or an advertisement medium;

(ii) the expression “**sky-sign**” shall means any advertisement supported on or attached to any post, pole, standard, frame-work or other support wholly or in part upon or over any land, building, wall or structure which, or any part of sky-sign which shall be visible against the sky from some point in any public place and includes all and every part of any such post, pole, standard, frame-work or other support. The expression “Sky-sign” shall also include any balloon, parachute or other similar device employed wholly or in part for the purposes of any advertisement upon or over any land, building or structure or upon or over any public place but shall not include-

(a) any flag staff, pole vane or weather-cock, unless adopted or used wholly or in part for the purpose of any advertisement, or

(b) any sign, or any board, frame or other contrivance securely fixed to or on the top of the wall or parapet of any building or on the cornice or blocking of any wall, or to the ridge of a roof:

Provided that such board, frame or other contrivance shall be of one continuous face and not open work, and does not extend in height more than one metre above any part of the wall, or parapet, or ridge to, against or on, which it is fixed or supported, or

(c) any advertisement relating to the name of the land or building upon or over which the advertisement is exhibited, or to the name of the owner or occupier of such land or building, or

(d) any advertisement relating exclusively to the business of a railway administration and placed wholly upon or over any railway, railway yard station, platform or station approach belonging to a railway administration, and so placed that cannot fall in any street or public, or

(e) any notice of land or building to be sold, or let placed upon such land or building;

(iii) the expression “**public place**” means any place which is open to the use and enjoyment of the public whether it is actually used or enjoyed by the public or not;

(iv) the expression “**advertisement**” shall not include any advertisement published in any newspaper.

172-B. Prohibition of advertisements.- No advertisement shall after the levy of tax under Section 172-A as determined by the ⁴[collector] be erected, exhibited, fixed or retained upon or over any land, building, wall, hoarding or structure within the Panchayat Village, or shall be displayed in any manner whatsoever in any place except in accordance with the rules made under this Act:

Provided that the ⁴[collector] shall regulate the height of the advertisement in the Panchayat Village and shall remove such objectionable advertisement in such manner *as may be prescribed:

Provided further that the Government may, by notification, prohibit advertisements in any place within any Panchayat Village .]

7. x) Extract of Tamilnadu Panchayat Act 1994 section 242

242. Power of Government to make Rules.- (1) The Government shall in addition to the Rule making powers conferred on them by any other provision contained in this Act, have power to make rules generally to carry out the purposes of this Act.

¹[(1-A) A Rule under Section 188 may be made so as to have retrospective effect on and from a date not earlier than the 26th day of March 1997.]

(2) In particular, and without prejudice to the generality of the foregoing power, the Government may make Rules-

(i) as to the principles to be followed in regard to the exclusion of any local area from or the inclusion of any local area in a village under sub-section (2) of Section 4;

(ii) providing for-

²[(a) the adjudication of disputes arising out of election by the district judge having jurisdiction;]

(b) all matters relating to electoral rolls or elections, not expressly provided for in this Act, including deposits to be made by candidates standing for election and the conditions under which such deposits may be forfeited, and the conduct of inquiries and the decision of disputes relating to electoral rolls;

(iii) as to the determination of the population for the purposes of this Act;

(iv) as to the resignations of Chairman, Vice Chairman and members of Panchayat Union Councils and District Panchayats and of the Presidents, Vice Presidents and members of Village Panchayats and the date on which such resignations shall take effect;

(v) as to the interpellation of the Chairman and Vice Chairman and by the members of a Panchayat Union Council or the District Panchayat and of the

President of a Village Panchayat by the members of the Village Panchayat, and the moving of resolutions at meetings;

(vi) as to the constitution of Committees of the Panchayat and the inclusion of outsiders therein and the delegation of functions to such Committees;

(vii) providing for the procedure to be followed at meetings of the Panchayats and at Committees thereof and for the conduct of business and the number of members which shall form a *quorum* at any meeting.

(viii) providing for the classification of resolutions of Panchayats as those involving financial implications or otherwise and for laying down the proportion of the sanctioned strength of the Panchayats with whose support such resolution shall be carried;

(ix) as to the powers of the Panchayat Union Council and District Panchayats, its Chairman and Committees thereof with respect to the incurring of expenditure and the powers and duties of the Commissioner and ¹[Secretary];

(x) providing for the travelling and other allowances of the Chairman, Vice Chairman and other members of the Panchayat Union Council, District Panchayat and of members of the Committees of the Panchayat Union Council and District Panchayat;

(xi) as to the delegation of any function of a Panchayat to the President, Chairman, member, any officer of the Panchayat or any servant of the Central or State Government;

(xii) for the lodging and investment of the moneys of the Panchayats and for the manner in which such moneys may be drawn upon;

(xiii) as to the transfer of allotments entered in the sanctioned budget of a Panchayat from one head to another;

(xiv) as to the estimate of receipts and expenditure, returns, statements and reports to be submitted by Panchayat;

(xv) as to the preparation of plans and estimates for works and the power of Panchayat and of servants of the Central or State Government to accord professional or administrative sanctions to estimates.

(xvi) as to the accounts to be kept by Panchayat, the audit and publication of such accounts and the conditions under which rate payers may appear before auditors, inspect books and accounts, and take exception to items entered or omitted;

(xvii) as to the powers of Auditors to disallow and surcharge items, appeals against orders of disallowance or surcharge and recovery of sums disallowed or surcharged;

(xviii) as to the powers of Auditors, inspecting and superintending officers and officers authorised to hold inquiries, to summon and examine witnesses and to compel the production of documents, and all other matters connected with audit, inspection and superintendence;

(xix) as to the conditions on which property may be acquired by a Panchayat or on which property vested in or belonging to a Panchayat may be transferred by sale, mortgage, lease, exchange or otherwise;

(xx) as to the conditions on which and the mode in which contracts may be made by or behalf of Panchayat;

(xxi) as to the assessment of taxes under this Act and the revision of assessments;

(xxii) as to the acceptance *in lieu* of any tax due under this Act of any service by way of labour, cartage or otherwise;

(xxiii) as to the realisation of any tax or other sum due to a Panchayat under this Act or any other law or any rules or bye-laws, whether by distraint and sale of moveable property, by prosecution before a Magistrate, by a suit, or otherwise;

(xxiv) as to the realisation of fees due in respect of the use of cart stands and the like, whether by the seizure and sale of the vehicle or animal concerned or any part of its burden or otherwise;

(xxv) as to the form and contents of licences, permissions and notices granted or issued under this Act, the manner of their issue or the method of their service, and the modifications, suspension or cancellation thereof;

(xxvi) as to the powers of Executive Authorities, Commissioners, ³[Secretaries] to call for information on any matter, to summon and examine witness, and to compel the production of documents;

(xxvi) for the use of the facsimiles of the signatures of the Executive Authorities, Commissioners, ¹[Secretaries] and officers of Panchayat;

(xxvii) as to grant to the public of copies of any proceeding or record of the Panchayat not relating to any matter classified as confidential by the Government or any authority empowered by them, and the fees to be levied for the grant of such copies;

(xxix) as to the opening, maintenance, management and supervision of elementary schools;

(xxx) regulating contracts between the Panchayat and the owners or occupiers of private premises for the removal therefrom of rubbish or filth, or any kind of rubbish or filth.

(xxxi) as to the provision of burial and burning grounds; the licencing of private burial and burning grounds; the regulation of the use of all grounds so provided or licenced, the closing of any such grounds; and the prohibition of the disposal of corpses except in such grounds or other permitted places;

(xxxii) as to the licensing of pigs and dogs and the destruction of unlicenced pigs and dogs;

(xxxiii) as to the regulation or restriction of building and the use of sites for building;

(xxxiv) for the removal of encroachments of any description from public roads vesting in Panchayat and the repair of any damage caused to such roads by the person causing the damage or at this expense;

(xxxv) for the determination of any claim to trees growing on public roads or other property vesting in or belonging to Panchayat or on porambores or on lands the use of which is regulated by them under Section 134 or 135; and for the presumption to be drawn as regards the ownership of such trees;

(xxxvi) as to the imposition and recovery of penalties for the unauthorized occupation of public roads or other land vesting in or belonging to Panchayat and the assessment and recovery of compensation for, and damage caused by, such occupation;

(xxxvii) as to the powers which may be exercised by the Panchayat or the Executive Authority or the Commissioner of the ¹[Secretary] in respect of any public or private market or the user thereof, and the enforcement of any orders issued in pursuance of such powers;

(xxxviii) for compelling owners of cattle to stall them in cattle sheds provided by the Panchayat and the fees leviable in respect thereof;

(xxxix) as to the disposal of household and farmyard waste in the village, the acquisition of land by the Panchayat or laying out plots for digging pits in which such waste may be thrown, the assignment of any of those plots to persons in the village and the conditions subject to which such assignment may be made, including the rent to be charged;

(xl) as to the duties to be discharged by officers in relation to Panchayats and their Executive Authorities, their Chairmen, Commissioners and ¹[Secretaries];

(xli) as to appeals against orders (including orders granting or refusing licences and permissions) passed under this Act and the time within which appeals whether allowed by this Act or by rules or otherwise should be presented;

(xlii) as to the classification of public roads and fairs and festivals as appertaining to the Panchayat;

(xliii) for regulating the sharing between local authorities in the State of the proceeds of any tax or income levied or obtained under this or any other Act;

(xliv) for the decision of disputes between two or more local authorities of which one is a Panchayat;

(xlv) regulating the principles in accordance with which grants and contributions may be paid by the Government to the Panchayat;

8. கிராம ஊராட்சியின் வரவு செலவு திட்டம் தயாரித்தல்

8. i) Extract of Tamilnadu Panchayat Act -1994 – section 192

192. Preparation and sanction of budgets.-

(1) The Executive Authority of the Village Panchayat and the Commissioner shall in each year frame and place before the Village Panchayat or the Panchayat Union Council, as the case may be, a budget showing the probable receipts and expenditure during the following year.

(2) The budget of a Village Panchayat or Panchayat Union Council shall after preparation by the Executive Authority or the Commissioner, be submitted on or before such date and to such officer as may be prescribed and if the prescribed officer is satisfied that adequate provision has not been made therein for the performance of any necessary service or services, he shall have power to return the budget for modification in such manner as may be necessary to secure such provision.

(3) The Village Panchayat or the Panchayat Union Council, as the case may be, shall sanction the budget with such modification as it thinks fit. If there is a difference of opinion between the officer referred to in sub-section (2) and the Village Panchayat and the Panchayat Union Council, as the case may be, the budget shall be referred to the Inspector in the case of Village Panchayat and the Government in the case of the Panchayat Union Council. The Inspector or the Government, as the case may be, shall have power to modify the budget in such manner as he or they may consider necessary.

(4) If in the course of a year, a Village Panchayat or Panchayat Union Council finds it necessary to alter the figures shown in the budget with regard to its receipts or to the distribution of the amounts to be expended on the different services

undertaken by it, a supplemental or revised budget may be framed, sanctioned, submitted and modified in the manner provided in sub-section (1) and (2):

Provided that no such alteration shall be given effect to except with the consent of the prescribed officer.

(5) On or before such date in each year as may be prescribed, every Commissioner shall submit to the Government through such officer and in such forms as may be prescribed a budget for the ensuing financial year showing the income and expenditure relating to the Panchayat Union (Education) Fund.

(6) The Government may pass such orders as they think fit in respect of the budget referred to in sub-section (5) and the Panchayat Union Council concerned shall be bound to carry out all such orders.

(7) The accounts of the Panchayat Union (Education) Fund shall be examined and audited by an Auditor appointed by the Government under Section 193 and the Panchayat Union Council concerned shall carry out any instruction which the Government may issue on the audit report.

9. கிராம ஊராட்சிகளில் கணக்குகள் பராமரிப்புகள்

9. i). ஊராட்சிகளில் ஆண்டு பராமரிப்பு செலவினை உயர்த்துதல்-கைப்பம்பு ஆண்டு பராமரிப்புச் செலவினம் ரூ.600/- ஆகவும், விசைப்பம்பு ஆண்டு பராமரிப்புச் செலவினம் ரூ.7,500/- ஆகவும் உயர்த்துதல்

ஊரக வளர்ச்சி (ம) ஊராட்சித் (சி2) துறை

அரசாணை (நிலை) எண். 63

நாள் : 29.06.2006

படிக்க :

1. அரசாணை நிலை எண்.84, ஊரக வளர்ச்சித் துறை, நாள்.5.5.1998.
2. இயக்குநர், ஊரக வளர்ச்சி (ம) ஊராட்சித் துறை கடித நக.எண்.41862/2001/குவ நாள்.13.06.2001.

ஆணை

படிக்கப்பட்ட அரசாணையில் ஊராட்சிகளில் இயங்கும் கைப்பம்பு ஆண்டு பராமரிப்பு செலவு ரூ.300 எனவும், விசைப்பம்பு ஆண்டு பராமரிப்பு செலவு ரூ.7000 எனவும் நிர்ணயித்து ஆணைகள் வெளியிடப்பட்டன.

d. இரண்டாவது மாநில நிதிக்குழு கிராம ஊராட்சிகளில் கைப்பம்பு, ஆண்டு பராமரிப்பு செலவினை ரூ.300 -லிருந்து ரூ.600 ஆக உயர்த்தலாம் எனவும் விசைப்பம்பு ஆண்டு பராமரிப்பு செலவினை ரூபாய் 7000 -லிருந்து ரூபாய் 7500 ஆக உயர்த்தலாம் எனவும் பரிந்துரை செய்துள்ளது. மாநில நிதிக்குழுவின் பரிந்துரையின்படி ஊராட்சிகளில் இயக்கப்படும் கைப்பம்பு ஆண்டு பராமரிப்பு செலவினை ரூ.300 லிருந்து ரூ.600 ஆகவும், விசைப்பம்பு ஆண்டு பராமரிப்பு செலவினை ரூ. 7000-லிருந்து ரூ.7500 ஆகவும் உயர்த்தி தருமாறு வேண்டி இயக்குநர், ஊரக வளர்ச்சி மற்றும் ஊராட்சித் துறை, செயற்குறிப்பு அனுப்பியுள்ளார்.

e. ஊரக வளர்ச்சி மற்றும் ஊராட்சித் துறை இயக்குநரின் வேண்டுகோளை ஏற்று ஊராட்சிகளில் இயக்கப்படும் கைப்பம்பு ஆண்டு பராமரிப்பு செலவினை ரூ.300-லிருந்து ரூ.600 ஆகவும், விசைப்பம்பு ஆண்டு பராமரிப்பு செலவினை ரூ.7000-லிருந்து ரூ.7500 ஆகவும் உயர்த்தி அரசு ஆணையிடுகிறது.

f. மேலே பத்தி 3-ல் குறிப்பிடப்பட்டுள்ள கைப்பம்பு மற்றும் ஆண்டு பராமரிப்பு செலவினை சம்பந்தப்பட்ட உள்ளாட்சி நிறுவனங்களே தமது சொந்த வருவாய், நிதி ஆதாரங்களிலிருந்து ஏற்றுக்கொள்ள வேண்டும் என ஆணையிடப்படுகிறது.

g. இவ்வாணை நிதித்துறை அசாகு.எண்.6446/ஆர்டி/2006, நாள்.21.3.2006ல் தெரிவித்துள்ள ஒத்திசைவுடன் வெளியிடப்படுகிறது.

க.அஷோக்வர்தன் ஷெட்டி
அரசு செயலாளர்

ABSTRACT

9.ii) Schemes – State Scheme – Rural Housing Scheme – Construction of Solar Powered Green Houses under “Chief Minister’s Powered Green House Scheme” (CMSPGHS) – Implementation – Guidelines prescribed – Orders – Issued.

Rural Development and Panchayat Raj (SGS 1) Department
G.O.(Ms) No.46 Dated: 17.08.2011
Read:

From the Commissioner of Rural Development and Panchayat
Raj Letter No.47691/IAY/2011, dated 27.7.2011

* * * * *

ORDER:

In his address in the Tamil Nadu Legislative Assembly on 03.06.2011, His Excellency the Governor of Tamil Nadu announced that Government will launch a “Solar Powered Green House Scheme” for the benefit of the poor in the rural areas and construct houses measuring about 300 square feet at the unit cost of Rs.1.80 lakhs by meeting the entire cost by Government.

2. The Hon’ble Minister for Finance while presenting revised budget for the year 2011-12 on 04.08.2011 has announced that the Government will construct 60,000 Green Houses with Solar Power at a cost of Rs.1,080 crores during 2011-2012 in rural areas for the benefit of the houseless poor and the unit cost of each house measuring 300 square feet under this scheme will be Rs.1.80 lakhs.

3. The Commissioner of Rural Development and Panchayat Raj, in the letter read above, has sent a proposal along with the draft Guidelines for implementation of the scheme. The Commissioner of Rural Development and Panchayat Raj has also sent the model type design, estimates etc. He has stated that out of the unit cost of Rs.1.80 lakhs, Rs.1.50 lakhs shall be utilized for construction of house and the

balance of Rs.30,000/- is earmarked for installation of Solar Powered Home Lighting System by Tamil Nadu Energy Development Agency. The Commissioner of Rural Development Agency has asked for 8% in the total cost of installation of Solar Powered Home Lighting System as service charge. The Commissioner of Rural Development and Panchayat Raj has further requested the Government to release Rs.1,080 crores for construction of 60,000 Solar Powered Green House during 2011-12 at the rate of Rs.1.80 lakhs each house and to issue necessary orders for implementation of the Scheme.

4. The Government have examined the proposal of the Commissioner of Rural Development and Panchayat Raj in detail and decided to accept the same and issue the following orders:-

- (i) The State Scheme of construction of Solar Powered Green House shall be called as "Chief Minister's Solar Powered Green House Scheme"
- (ii) Under this State Scheme 3 lakh Houses shall be constructed over a period of 5 years from 2011-12 to 2015-16.
- (iii) Out of the 3 lakh houses sanctioned, during 2011-12, 60,000 Solar Powered Green Houses measuring 300 square feet each shall be constructed at the unit cost of Rs.1.80 lakhs wherein the construction component will be of Rs.1.50 lakhs and the balance of Rs.30,000/- is earmarked for providing Solar Powered Home Lighting system.
- (iv) Sanction is accorded for a sum of Rs.1,080 crores (Rupees One Thousand and Eighty crores only) for construction of 60,000 Solar Powered Green Houses during the financial year 2011-2012.
- (v) The guidelines appended to this order as Annexure-A is approved.

- (vi) The model type design brought out by the Commissioner of Rural Development and Panchayat Raj is approved and appended to this order as Annexure-B.
- (vii) The Colour of the house shall be Cream and Maroon as in Annexure-C
- (viii) The Tamil Nadu Energy Development Agency shall be paid a service charge at the rate of 8% of the total cost of installation of Solar Powered Home Lighting System. The claims shall be submitted to Commissioner of Rural Development and Panchayat Raj and he will disburse the funds to the Tamil Nadu Energy Development Agency. The modalities of submission of claims will be finalized by the Commissioner of Rural Development and Panchayat Raj in consultation with the Managing Director, Tamil Nadu Energy Development Agency. A copy of the agreed system should be sent to Government for record.
- (ix) At the District level the Collector and Chairman of District Rural Development Agency will implement and monitor the scheme and ensure the completion of houses in time.
- (x) Orders for release of funds for implementation of the Scheme during 2011-12 will be issued separately.

5. This order issues with the concurrence of Finance Department vide its U.O.No.1978A/FS/P/2011, dated 05.08.2011.

(By Order of the Governor)

N.S.PALANIAPPAN

PRINCIPAL SECRETARY TO GOVERNMENT

To

The Principal Secretary to Government, Energy Department, Chennai-9

The Secretary to Government, Information Technology Department, Chennai-9

The Commissioner of Rural Development and Panchayat Raj, Chennai-15.

The Managing Director, Tamil Nadu Energy Development Agency, Chennai-6

All District Collectors (except Chennai)

All Project Directors, District Rural Development Agencies

(through Commissioner of Rural Development and Panchayat Raj)

Pay and Accounts Officer (South), Chennai-35.

Copy to:

The Additional Chief Secretary /Secretary-I to the Hon'ble Chief Minister, Chennai-9

The Senior Personal Assistant to Hon'be Minister for Electricity and Prohibition and
Excise, Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Municipal Administration and
Rural Development, Chennai-9

//Forwarded by Order//

Section officer.

G.O.(Ms) No.46, RD & PR (SGS1) Department, dated 17.08.2011

Annexure –A

**GUIDELINES OF CHIEF MINISTER'S SOLAR POWERED GREEN HOUSE SCHEME
(CMSPGHS)**

1. Introduction :

The Government in the Governor's address in Tamilnadu Legislative Assembly on 03.06.2011 had announced that "This Government will launch a 'Solar Powered Green House Scheme' for the benefit of the poor in the rural areas and construct houses measuring about 300 square feet with an unit cost of Rs.1.80lakhs by meeting the entire cost by Government". The scheme aims at providing solar powered green house for the poor living below poverty line in rural areas.

Accordingly it is proposed to construct 60,000 Solar Powered Green Houses of 300 square feet each, every year for the next five years commencing from 2011-12 at an unit cost of Rs.1,80,000/- per house. The scheme will be named as "Chief Minister's Solar Powered Green House Scheme(CMSPGHS)"

2. Salient features of the Scheme:

- I) All the people living below poverty line in rural areas will be eligible for Solar powered Green Houses.
- II) Each house will have an area of 300 square feet and will be constructed at an unit cost of Rs.1,80,000/- fully funded by the State Government.
- III) Every house will have a living room, bed room, kitchen, toilet and verandah apart from Rain Water Harvesting provision.
- IV) Each house will be provided with 5 solar powered lights, one each in bed room, living room, kitchen, toilet and verandah. All the lights will be of Compact Fluorescent Lamp (CFL). Every beneficiary will also have the option of an electric connection powered by TNEB which will be metered.
- V) The unit cost will be Rs.1.80 lakhs per house @Rs.1.50 lakh for construction and Rs.30,000/- for Solar Powered Lights. Solar Powered Lights estimate of Rs.30,000/- is a rough cost estimate.
- VI) The RD &PR Department will take up the construction of houses and Tamil nadu Energy Development Agency (TEDA) will execute the solar lighting component.

- VII) The Green Houses will be constructed either in Situ (replacing his/her existing dwelling structure) or in the land owned by the beneficiary elsewhere in the Village Panchayat. No land acquisition is envisaged under this scheme. People only with pattas for their sites will be eligible under this scheme.
- VIII) The supply, installation and commissioning of solar panels and lights will be undertaken directly by TEDA by following established procedures in co-ordination with the Project Directors of District Rural Development Agencies.

3. Type design and unit cost :

- I) Each house shall be constructed with a maximum plinth area of 300 sq.ft and the unit cost shall be Rs.1.80 lakhs per house. The houses will be built with a living room, bed room, kitchen and a toilet. Wherever possible, the toilet shall be constructed by dovetailing funds from the Total Sanitation Campaign. Rain Water Harvesting Structure shall be provided in all the houses. The Solar Powered lighting system will be installed by TEDA in co-ordination with the District officials.
- II) An exclusive type design for this scheme has been developed and the construction of houses should not exceed the permissible limit of 300 sq.ft. To ensure uniformity in the design, no change of type design is permitted.
- III) However, changes in type design, such as shifting of kitchen room or bedroom to another director etc. shall be permitted without altering the total plinth area of 300 sq.ft.
- IV) The logo for this scheme printed on ceramic tiles shall be affixed visibly on all the houses as shown in the design. The sample logo will be circulated by the Directorate of Rural Development and Panchayat Raj to all Districts.
- V) The name of the scheme, beneficiary's name and year of construction shall be painted prominently on each completed house.
- VI) Cost effective technologies and fast track construction will also be permitted under the scheme. The usage, suitability and structural stability of the

houses to be constructed using such technologies shall be approved by the Superintending Engineer (RD) of the Directorate of Rural Development and Panchayat Raj.

4. Installation of Solar Powered Home Lighting System:

The following modalities shall be followed in the installation, operation and maintenance of solar powered lights:-

- Each house shall have 5 CFL lights through Solar Photo Voltaic (SPV) System.
- The internal wiring will be done as part of the civil construction. TEDA will do up to the change over including the installation of the change over switch.
- There shall be a 2 year warranty period and 1/2/3 year comprehensive Annual Maintenance Contract (CAMC) period for the systems supplied based on the rates quoted. The Suppliers should set up District level/ Block level Service Centers. A District level Helpline shall also be installed by the supplier/manufacture.
- The amount of Rs.30,000/- per house for SPV Home lighting system will be drawn by the Commissioner of Rural Development and deposited with TEDA. The subsidy amount eligible for the solar lighting system shall be claimed by Rural Development and Panchayat Raj Department from Ministry of New and Renewable Energy (MNRE), GOI and remitted to Government of Tamil Nadu account. TEDA will facilitate claim of the subsidy from MNRE.
- Any savings and interest accrued by TEDA while implementing the scheme shall be remitted to the Government of Tamil Nadu account.
- Tenders shall be floated by TEDA as per Transparency in Tenders Act.
- TEDA shall bring out Brochures/Hand outs and other training materials on the usage and maintenance of the SPV equipments. A Hand out on Dos and Don'ts should also be prepared by TEDA in the local language and distributed to the beneficiaries.

- Training Modules shall be prepared by TEDA to train the Panchayat Presidents, Panchayat Assistants, select SHG Members and other local functionaries deemed fit, so that they can have effective interface between the beneficiaries and Suppliers.

Execution of Works :

The erection and commissioning agencies shall be responsible for two years warranty with additional 1/2/3 years comprehensive maintenance contract. TEDA will station one AEE/AE and one Junior Assistant cum Computer Operator at each DRDA who will liaise with PD DRDA for day to day coordination and supervision. PD DRDA shall provide TEDA a room in DRDA for housing TEDA office.

I. Quality Control & Inspection

TEDA will engage Project Management Consultants and a third party inspection agency, whose responsibility will be to ensure that all the materials used and the workmanship conform to the prescribed specifications. The inspection will cover quality checks of major materials at pre-shipment stage at the vendor's outlet.

The PMC will ensure that 100% of the lights are installed after inspection. Any defect in the SPV Home Lighting System will be brought to the notice of TEDA by the beneficiary/Panchayat /Block/District Administration for immediate rectification.

In case quality check reveals 'unsatisfactory ' work, the implementing agency (TEDA) shall ensure that the contractor replace the material or rectifies the workmanship (as the case may be) within the time period stipulated. All works rated 'unsatisfactory' shall be re-inspected after a rectification report has been received from the contractor. Funds will be inspection reports. TEDA will designate an appropriate senior officer as incharge of the Monitoring system.

II. Maintenance of the System :

As part of the tender the commissioning agencies shall be responsible to train the beneficiaries as well as 4 SHG members in each Panchayat to do regular preventive and routine maintenance.

III. State Empowered Committee

State Empowered Committee constituted by the state under the Chairmanship of Chief Secretary, Government of TN with following members will sanction the projects, including revised costs estimates, monitor and review the implementation of the scheme in addition to issuing necessary guidelines from time to time for effective implementation of the scheme. This committee will also approve the technical specifications and the tender documents, and will recommend the final bid price to the appropriate authority for acceptance.

CMD, TEDA- Member, Secretary

Secretary, Energy Department

Secretary, RD&PR Department

Secretary, Finance Department

Commissioner, RD&PR Department

Dr. Giridhar, CWET

Prof Ashok Jhunjhunwala, Chairman RTBI, IIT Madras

IV. Funds release and Subsidy Claim :

The Commissioner of Rural Development and Panchayat Raj will draw the funds and release the same to TEDA. Funds to the companies shall be released based on the progress of installation. Final payment should be made after the satisfactory completion of the work duly getting a certificate relating to completion from the competent authority of TEDA. TEDA will facilitate the RD Department in obtaining the subsidy share (CFA) from the Ministry of New and Renewable Energy (MNRE), Government of India for reimbursing to the State Government. In this regard the RD Department would submit the application in the format stipulated by MNRE.

V. Warranty :

TEDA should ensure the norms for good quality as per the approved standards of Ministry of New & Renewable Energy (MNRE). There should be warranty for each item such as solar panel, Battery, etc. Which is to be taken care in the agreement itself? The SPV lighting system will have a warranty of two years. Further, the rate for Comprehensive Annual Maintenance contract(CAMC) will be called for another 3

years (beyond 2 years warranty period) through a tendering process. Depending on the rates quoted and the funds available the number of years for CAMC Will be finalized by TEDA.

VI. Training Materials :

TEDA will bring out Brochures/Hand outs and other training materials on the usage and maintenance of the SPV lighting equipments. A Handout on Dos and Don'ts will also be prepared and made available by TEDA.

VII. Facilitation and Co-ordination by District administration:

- The list of Village Panchayats selected along with the details of houses where SPV Home Lighting Systems are to be installed should be communicated to TEDA well in advance.
- Coordination with Project Management Consultant appointed by TEDA through District Managers of TEDA, for the installation of SPV Home Lighting Systems.
- The full address and contact phone numbers of the manufactures / suppliers / installation and commissioning contractors (AMC holders) should be made available at the District level, Block level and at the Village Panchayat level by TEDA for easy and effective communication at times of need.

VIII. Comprehensive Annual Maintenance Contract (CAMC)

The Warranty and the Comprehensive Annual maintenance Contract (CAMC) entered with TEDA on behalf of the beneficiaries will be handed over to the beneficiaries after successful installation.

5. Eligibility of the Beneficiaries :

The beneficiary should :

- Reside within the village Panchayat;
- Find a place in the BPL permanent wait list of the village Panchayat;
- Own a site of not less than 300 sq.ft. area;
- Have clear patta for the site/house in the name of the head of the family or any other member of the household.
- Not own any other pucca concrete house in the village or elsewhere;
- Not have benefited under any other housing scheme of the Government.

6. Selection of Beneficiaries :

- i) A permanent wait list of BPL for each Village Panchayat should be drawn and the poorest of the poor should be selected.
- ii) While preparing the list of beneficiaries, priority should be given to differently abled, Widows, destitute and deserted women, Women headed families, transgender, HIV/AIDS/TB affected who are certified by DD (Health Services) concerned and victims of natural calamities such as fire, flood, etc. Priority shall also be given to households having a mentally challenged person in the family.
- iii) Any eligible poor person whose name does not figure in the BPL list can apply to the Block Development Officer and an Assistant Director level officer of RD&PR Department may verify the fact and with the concurrence of District Collector, his name may be included in the BPL list and approval of Grama Sabha shall be obtained for the same. In the event of inclusion, his/her name will become a part of the permanent wait list and considered for selection accordingly.
- iv) The Village Panchayats should draw a list of eligible beneficiaries living below poverty line under this scheme and place it before the Grama sabha for its approval.

7. Verification of the Beneficiaries :

The Village Panchayats should handover the list of selected beneficiaries to the concerned Block Development Officer (BP). Deputy Block Development and the Overseer concerned should verify the beneficiary list relating to land ownership, area etc. at field level and ensure eligibility of the beneficiary and availability of the site.

8. Allocation of Houses :

- i) At the State level, the Commissioner of Rural Development & Panchayat Raj shall allocate the No. of houses to be constructed under this scheme for each district in a year.
- ii) At the District level, the District Collector shall decide the allotment of houses to the village Panchayats.

iii) The Village Panchayats should allocate the house to the selected beneficiaries based on the priority category of people found in the BPL Permanent Wait List approved by the Grama Sabha.

9. Issue of Work Order :

The Block Development Officer (BP) should issue the work order to the beneficiaries after confirming the eligibility of beneficiaries with reference to title and site by the officials of RD &PR Department.

10. Marketing of Site :

The concerned Union Overseer of a particular Village Panchayat shall mark the site as per the type design approved by the Government for commencement of work.

11. Supply of materials :

Cement :

At the State level, necessary steps will be taken to ensure smooth supply of cement for construction of houses at village Panchayats. Cement supply shall be arranged through M/s. TANCEM and the payment may be made by DRDA at District level and the amount will be adjusted from the scheme fund.

Steel :

Similarly, Project Directors of DRDAs should take necessary steps to procure steel based on the needs of their district and payment will be made by DRDAs at District level and the amount will be adjusted from the scheme fund.

Doors and Windows :

Beneficiaries can themselves arrange for doors and windows. If the beneficiary is unable to arrange for doors & windows, PD,DRDAs should arrange for supply of the same and the cost will be deducted from the scheme fund .

For all the above procurements, PDs should work out the total quantity of materials needed for their district based on the no. of houses allocated to them.

12. Mode of Implementation :

- The administrative sanction for the scheme based on the district allocation for each year shall be accorded by the District Collector.
- The execution of the scheme is entrusted to the BDO (Block Panchayat).

- The Overseers shall be responsible for the construction and other technical aspects of construction. The Block Engineers shall check the progress of the houses.
- The Project Directors, DRDA and Executive Engineers and Assistant Executive Engineers (RD) should frequently inspect the execution and progress of the houses and ensure its early completion. They should also ensure no deviation from the type design or any other discrepancies under their scheme.

13. Documentation :

Photographs exhibiting the beneficiary positioned in front of the house in which they reside at present shall be taken. The same process has to be repeated after completion of the house. These processes have to be documented by the Block Development Officer (BP) before making final payment. Out of the fund allocation for the scheme, 1% is allocated for documentation and other Information Education and Communication (IEC) activities.

14. Monitoring :

The District Collector will review the progress of the construction of houses as well as the installation of SPV Home Lighting System with Block officials and officials of TEDA. Nodal Officers in the cadre of Assistant Director must be appointed by the District Collector to supervise the works. The District Collector and the Project Director, District Rural Development Agency are the Officers responsible for the proper implementation of the scheme at District level and TEDA at the State level for the installation of SPV Home Lighting Systems.

15. Release of funds :

- i) The Commissioner of Rural Development & Panchayat Raj is authorized to draw the annual allocation for CMSPGHS in two half-yearly installments. The fund in turn will be released to the districts at the rate of Rs.1,50,000/- per house. The balance amount at the rate of Rs.30,000/- per house shall be deposited with Chairman & Managing Director, TEDA for the purchase and installation of materials relating to Solar Powered lighting System. The District shall release the funds directly to the respective Village Panchayats. The funds should not be routed through the Blocks.

- ii) A separate District level Savings Bank Account at District Headquarters shall be opened exclusively for **CMSPGHS** by the District Collector/ Chairman, DRDA. There shall be only one **CMSPGHS** Savings Bank Account at the district level.
- iii) In the Village Panchayats where the **CMSPGHS** is implemented, **a sixth account**, namely, '**Village Panchayat CMSPGHS Account**' shall be operated. The receipt which shall be credited to the types of expenditure that can be incurred out of and the mode of operation of Village Panchayat CMSPGHS Scheme Account are described as under:
- a) Receipts : The receipts to be credited to the 'Village Panchayat CMSPGHS Account' shall be the funds received under CMSPGHS Scheme.
- b) Expenditure : The funds credited into the Village Panchayat CMSPGHS Account will be spent for payment of the works pertaining to the CMSPGHS Scheme as prescribed.
- c) Mode of operation : The above account shall be operated jointly by the President and Vice-President of the Village Panchayats as is done for the Village Panchayat Fund Accounts concerned. However, Collectors should instruct all the concerned bank branches in writing to make suitable ledger/computer entries to honor the cheques signed by the President and Vice-President of the Village Panchayat only if they are accompanied by the release order in the form of proceedings of the BDO (BP) for the payment of works from the Village Panchayat CMSPGHS Account concerned. The cheque leaf should also be stamped with "To be paid only if accompanied by proceedings of the BDO (Block Panchayat)". No self-cheques or drawls based on withdrawal forms are to be permitted for this account.
- d) The Principle Secretary to Government, RD &PR Department, in consultation with the Commissioner of Rural Development & Panchayat Raj, is authorized to amend these guidelines based on the exigencies that may arise from time to time.

N.S.PALANIAPPAN,
Principal Secretary to Government

// True Copy//

Section Officer

9. iii. Rationalization of Village Panchayat Accounts - Introduction of new system of Accounts - Forms and Registers to be maintained at the Village Panchayat Office

Rural Development (C.III) Department

G.O. (Ms) No. 92

Dated : 26.03.1997

Read :

1. D.O.Letter No.35131/C3/96-1, dated:20.09.1996.
2. From the Director of Rural Development, Chennai – 15, D.O.Lr.No.80412/PCA-1/96, dated:11.03.1997.

ORDER

In pursuance of Government directions, to set up a Committee to revise the existing accounting procedures of panchayat and panchayat union level and to suggest the accounting procedure for district panchayat level, the Director of Rural Development has constituted a committee to suggest revision of existing accounting procedure of Village Panchayat, Panchayat Union and District Panchayats in the context of three tier system of rural local bodies formed after the recent Panchayat Elections. The committee, after detailed discussions and consultations with both officials and non-officials, has finalized its report on the Rationalisation of Village Panchayat Accounts “along with a set of thirty one village panchayat Forms, to be maintained at the Village Panchayat office.

2. The Government after careful consideration have decided to accept the above said report of the committee. The accounting procedure in Annexure-1 and the Village Panchayat Accounting forms in Annexure-2 will come into effect from 01.04.1997.

- (i) This Government order will supersede all existing Government orders in regard to Village Panchayat Accounting procedures. Orders regarding technical supervision, preparation of estimates calling for tenders wherever necessary, check measurement etc. will remain in force.
- (ii) The orders regarding rationalization of panchayat Union accounts and accounting procedure for newly formed District panchayat will be issued separately.
- (iii) This orders issues with the concurrence of the Finance Department – vide its U.O.Ms.No.2-7-/ADS/(TP)/97/dated:25.03.1997.

(By order of the Governor)

S. NARAYAN
SECRETARY TO GOVERNMENT

ANNEXURE-I

Introduction

At present, the panchayat union office functions as a 'Quasi bank' for all the Village Panchayats and there is a Village Panchayat Consolidated fund (LF-II) maintained at the Union office. The taxes, fees etc. collected by the Village Panchayats are remitted to panchayat union treasury. Government grants assigned revenues are adjusted initially to the panchayat Union Genral Fund (LF-I) and subsequently to the Village Panchayat consolidated Fund (LF-II) and apportioned among the various Village Panchayats. On the payments side the Panchayat Union commissioner (P.U.C.) who is the custodian of the Village Panchayat pay order Books (which are like cheque books) issues one book at a time to the Village Panchayat presidents. The Village Panchayat President, who is also the Executive Authority, issues these pay orders to third parties (or sometimes to self) for making payment for works done items purchased. These have to be presented at the panchayat union Treasury for receiving payment. There is pre-scrutiny of each and every pay order and the related voucher by the Extension officer (panchayats) and by the panchayat Union commissioner and only thereafter they are forwarded to the panchayat union treasury for making payment. Where works are involved, the pay Order and the related vouchers presented by the Village Panchayat president, are also scrutinised by the overseer/Union Engineer besides the Extension officer (Panchayat) and the Panchayat union commissioner.

Under the present system, the Village Panchayats are not free to be anything on their own, and are dependent upon the bureaucracy in the panchayat union office especially the extension officer (Panchayat) and panchayat union council there is also not much transparency in the functioning of the Village Panchayats as most of the relevant accounts and registers are maintained at the Block office. Although he collector has been designated as the Inspector of Village Panchayats, the reporting cum-monitoring mechanisms are weak and the collector is not able to discharge his role as 'Inspector' effectively. While giving Village Panchayats the freedom and the flexibility to transect their own business, it is also necessary to ensure greater transparency in their functioning or the benefit of not only the members of the panchayat but also the general public of the village.

After the introduction of the Tamil Nadu panchayats Act 1994, the Village Panchayat Presidents are no longer represented on the panchayat union council and there is no organic linkage between the Village Panchayats and Panchayat Union.

New system of Accounts.

It has now becomes necessary to delink the accounts of a Panchayat Unions and Village Panchayats, independently to permit the Village Panchayats to operate their funds subject to inspections and Audit.

To do away with the pre-scrutiny by the E.O.(P) and P.U.C. of each and every bill of the Village Panchayats before making payments. To permit the taxes, fees etc., that are collected to be remitted into a local Bank account in the name of the Village Panchayat instead of the panchayat union treasury.

And to provide for the direct to adjustment of the grants and assigned revenues due to Village Panchayats without routing the same through panchayat union accounts.

Under the revised systems of maintenance of Village Panchayat accounts now proposed, each Village Panchayat will have 3 bank accounts:-

- Village Panchayat fund Account.
- Village Panchayat Earmarked grants Account.
- Village Panchayat Scheme fund Account.

These Accounts may be permitted to be opened in a branch of any co-operative bank, any branch of Regional Rural Banks, Post Office savings Bank Nationalised Bank, in the above order or priority, depending upon the convenience of the Village Panchayat, either in the same village or in the nearby village. There should be a separate Cash Book for each of these 3 accounts. Monthly reconciliation of the closing balances as per these 3 cash books and as per the 3 bank pass books should be done systematically by the President. All the accounts should be jointly operated by the president and the vice-President. In exceptional cases, where there is adversarial relationship between the President and the Vice-President the panchayat, may by a resolution authorise any other member other than the vice president to jointly operate the account along with the president. Provided that prior approval of the Inspector of panchayats (District collector) will be obtained for this.

3. Village Panchayat Fund Accounts:-

3.1 The following are the receipts that will go into this Accounts:-

TAXES

- House Tax.
- Profession tax, etc.

FEES

- Fees on bus stand, cart stand, etc.
- Private conservancy charges & cess pool fees.
- Fees on village markets etc.

FINES

1. All fines & penalties levied by or on behalf of the Village Panchayat.

MISCELLANEOUS REVENUE

- (i) Fishery rentals
- (ii) Income from avenues trees, topes and social forestry plantations.
- (iii) Income from ferries.
- (iv) Income from remunerative assets like shopping complexes, shandies, etc.
- (v) Income from investments.
- (vi) Loans and advances to the Village Panchayat etc.

ASSIGNED REVENUES

- i. Local Cess
- ii. Duty on transfer of property
- iii. Entertainment Tax.
- iv. Seigniorage fess on minor minerals-used in roads-/ buildings (other than granite)
- v. 2-c Tree. Tax
- vi. Magisterial fines.
- vii. Fees for D&O Trade licenses, Building license & layout approvals, licenses under T.N.Places of Public Resort Act,1888- levied and collected by the P.U. and assigned to the respective Village Panchayats.

GOVERNMENT GRANTS

- (1) House Tax Matching Grant.
- (2) Hand pumps and Power pumps maintenance grant
- (3) Street lights maintenance grant for weaker panchayats.

OTHERS

Any other revenue under section 188 of the Tamil Nadu Panchyats Act, 1994.

From 1997-1998 onward each Village Panchayat will be getting a grant based on the recommendations of the State Finance commission (SFC) and all the above grants may be subsumed under the SFC grant – which will be the major grant. If the State Government were to stipulate that a part of the SFC grant be earmarked for specific purposes, then this part of the SFC grant should be credited to the 'Earmarked grants Account' and only the remaining "untied component" should be credited to the "VP fund Accounts".

4 Henceforth, the panchayat Assistant / Part time clerk should remit all the daily collections of taxes, fines and miscellaneous receipts, on the very next day into the village, Panchayat 'Fund Account' in the local Bank branch. However in cases, where the Bank branch is more than 5 kilometres away from the Village Panchayat, remittances may be permitted to be made once a week, if the total amount unremitted does not exceed Rs.1000/- at any time. There are 3 types of receipts for House Tax, for profession tax, and for Miscellaneous receipts. These can continue with a few modifications (new V.P.Form No.2, 4 & 5) Receipts should be issued only when payments are made in cash or by D.D. if payment are made by cheque, only and acknowledgement for the cheque should be initially given, and the receipt given has been realised no part of the receipt shall on any only after the cheque has account be kept back or appropriated directly for current expenditure.

5 Regarding assigned revenues and grants, consequent upon the delinking of the Panchayat Union and Village Panchayat Accounts, these should not be routed through the panchayat Union Fund (LF-I) any longer. Instead, the assigned revenues and grants payable to the Village Panchayats should be released directly to the Village Panchayat 'Fund Account' by the collector or the officer concerned who is releasing the funds. As regards 'duty on transfer of property 'Entertainment tax' and "magisterial fines", the release is presently being made directly to the Panchayat Union LFI by the District Registrar, Assistant Commissioner (CT) and the Chief Judicial Magistrate concerned. Under the proposed system, these officers should be asked to authorize the P.A(PD) to the collector to draw and release the amounts. The P.A.(PD) should work out the shares of the various Panchayat Unions and Village Panchayats, and release their respective shares directly from the collectorate itself through D.D. In respect of Local cess, seigniorage fees on minor minerals, House tax matching grant (which will be subsumed under the SFC's Incentive – cum equalization fund), SFC grant and any other grant, the P.A. (PD) should again work out the shares of the various Village Panchayats, and release their respective shares directly from the collectorate itself through D.D.

The Village Panchayat will have total autonomy in the operation of Village Panchayat Fund accounts and the panchayat can accord administrative sanction for both capital and maintenance works without any limit. No expenditure can be

incurred or payments made by the Executive Authority (President) unless he obtains the prior administrative sanction of the Village Panchayat (by way of a resolution duly passed) even if the necessary budget provision has been made. If in an emergency the president makes a payment without the panchayat's prior resolution, he should get it ratified at the very next meeting of the Village Panchayat; failure to do should be viewed as a serious lapse. The only cases where the President can make payment without the Village Panchayat's prior administrative sanction are:-

- (ii) Payment of salaries to the existing staff (duly appointed) of the Village Panchayat.
- (iii) Payment of electricity charges.
- (iv) Refunds of taxes, return of deposits of contractors etc. which the village Panchyat is obliged to do.

Payments under a degree of order 06 civil court.

Contributions payable to any body under the directions of the Government.

3.5 Every payment charged to this fund should be supported by a bill or a Voucher, prepared and signed in ink, and should bear an order of the President to pay the specified amount, which should be expressed both in figures and words. An endorsement of payment should be made on every bill noting the number and date of the cheque and the same should be attested by the President. Acknowledgement of the person (with date) to whom or on whose behalf the payment is made should be obtain on the voucher, All payments should be made only by cheque, the only exception to this are small payments which may be paid in cash by the President (after drawing a self cheque for amount not exceeding Rs.300/- at a time) These drawals by self cheque should be treated as "advances to the President" and they should be entered in the "Advances Recoverable Register" (New V.P.Form No.12) and their adjustment watched.

3.6. While making payments, entries should be mad not only in the VP fund Cash Book (New V.P. Form No.11) but also in the 'classified Register of Payments' (New V.P.Form No.13) in which the entries are made head - of - expenditure wise and from which the amounts allocated under each head, amount spent and balance can be readily obtained. This is necessary to ensure financial discipline so that budgetary/administrative sanctions are not exceeded.

16. Civil works will be carried out only by calling for tenders / quotations except in the cases of those scheme works where engaging of contractors is prohibited. An, endorsement of payments for civil works should be made by the President only after they are measured and check measured by the Engineers concerned. Small works not exceeding Rs.2000 at a time and not exceeding Rs.5000 in a year may be permitted to be executed by the President with the approval of the Village Panchayat but without any estimates and measurements and subject to production of vouchers only.

17. Barring the exceptional cases discussed above, in all other cases payments, should be made only after the preparation or detailed estimates and the recording of measurements and check measurements by the engineers concerned.

18. All the vouchers, bank pass books, cheque books, registers and other records relating to the "VP fund Account" (including those relating to capital and maintenance works executed through this fund) should be maintained at the Village Panchayat office itself and should be produced at the time of inspections and Audit.

19. The Dy. BDO is hereby given the responsibility exercised by the Extension officer (Panchayats) and redesignated as Dy.BDO (Pts.) One of the main duties of the Dy.BDO (Pts.) will be to bring to the notice of the Inspector any irregular resolution of the village Panchahyat or cases of defalcation of panchayat funds for taking appropriate action under the Act. The Dy.BDO (Pts.) should inspect all the panchayat in his jurisdiction at least once in a quarter. The Dy.BDO (Pts.) should complete the annual Audit of all the Village Panchayat between the 1st may and the 31st of July of the following year.

Earmarked grants Account:

4.1. The Tenth Finance Commission's grant to rural Local Bodies which can be spent only on capital works and not on maintenance/establishment is a typical example of an earmarked grants. The grant for funeral expenses of Adi-Dravidas is another. As a general rule, all grants in the form of "tied funds" (other can centrally sponsored scheme funds) should go into the "Earmarked grants account" while all grant in the form of "untied funds" should go into the "V.P. fund account". The grants will be released by the Collector directly the Village Panchayats without routing the same through Blocks.

4.2 In order to avoid multiplicity of Accounts at the Village Panchayat level, different types of “earmarked grants”, will all go into this one account and there will be a single cash book for this account (New V.P. Form No.23). In order to ensure that there is no internal diversion from one grant-head to another a “Register of classified Receipts and payments” (New V.P. Form No.24 is being prescribed. In this register, there are separate folios for each type grant and details of the amount received, the amount spent and balance are entered for each grant separately.

4.3. The “Earmarked grants Account” will also be operated by the President of the Village Panchayat which should be able to accord administrative sanction without any limit for both capital and maintenance works undertaken out of these funds (unless the Government has stipulated that the sanction of some other authority is required); all the relevant vouchers, registers and other records should be maintained only at the Village Panchayat office, and the Audit of this account will be done by the designated officer through the Dy.BDO(Pts.) and the panchayat officers. Wherever civil works are to be carried out it will be only by calling for tender/quotations as in the case of VP fund works.

5. Scheme fund Account:

(5) The ‘Scheme fund Account’ already exists in our state and each Village Panchayat is operating this account in a Post Office Savings Bank and its share of JVVT funds is deposited in it. The JVVT guidelines permit the village Panchayats to open an account either in a Nationalised Bank or in a Post office savings Bank. As difficulties have been experienced in operating the Post office savings Bank Account, the Village Panchayats can open the accounts in a branch of Nationalised Bank or of Co-Operative central Bank or in a post office savings Bank depending upon their convenience, within the same village or in a neighboring village. The JVVT guidelines stipulate that this account should be operated jointly by the Village Panchayat President and one other member authorised by the Village Panchayat. Since the Vice-President of the Village Panchayat is indirectly elected from among the members of the Village Panchayat, in this state, we have issued instructions to the effect that the “Scheme fund Account” should be operated jointly by the President and Vice – President.

(6) Funds under the following centrally sponsored schemes will go into this Accounts:-

1. JVVT
2. IAY
3. CRSP
4. Any other scheme that may be entrusted to the Village Panchayats from time to time.

There will only be a single 'Scheme fund Account' and the funds released for the above mentioned schemes will all go into this one Account and there will be a single Cash Book for this Account (New V.P. Form No.26) while all Village Panchayats will receive funds under JVVT, only some will receive funds under IAY or CRSP in a year. A "Register of classified Receipts and Payments" (New V.P. Form No.27) should be maintained for this Account also. In this register, there are separate folios for each scheme and the details of the funds received both in cash and in kind (as centralized purchases of steel, cement, doors, windows, bitumen etc.) at the district level are common under these schemes) – the funds spent and balance are entered for each scheme separately.

(6) In the case of JVVT and other centrally sponsored schemes, funded through DRDA, while the Village Panchayats can choose works within their allotted funds (subject to the guidelines) the plan has to be approved by the DRDA Governing Body. In order to avoid delays in granting administrative sanction by the Collector, it may be laid down that if the orders are not received within 30 days from the date of receipt of proposals from the Village Panchayats, administrative sanction is deemed to be given. In order to avoid delays in transit, Village Panchayats may be permitted to send their proposals directly to the Collector, marking a copy to the ABDO.

There will be a major difference in the operation of the "Scheme fund Account" and the other 2 Accounts. Apart from the fact that the Village Panchayat cannot accord administrative sanction for the works at its level, in as much as the works under JVVT, IAY, CRSP etc are supposed to be executed through the Village Panchayat, (here it is performing as 'agency function') it may not be appropriate for the Village Panchayat itself to pass orders for payment. Also, the reporting and monitoring of the works will be cumbersome, if the records are scattered over several Village Panchayats. So in respect of the scheme Account while the Bank account will be maintained at the Village Panchayat level and operated jointly by the President

and the Vice- President, no payment will be made unless the work has been duly measured and check measured by the engineers concerned and the bill has been passed by the ABDO. In other words, the President and Vice President cannot issue a cheque unless these formalities have been completed. The Estimates and Allotment Registers, M-Books, Voucher and the files concerned will be maintained at the Block office under the custody of the ABDO. However, for the use of the Village Panchayat a register called 'Scheme works Register' (in the new V.P. Form No 28) is being prescribed. When a bill is passed by the ABDO, he will forward the same along with the M-Book to the Village Panchayat Presidents who will make the payment and then return the voucher along with M-Book to the ABDO for safe custody and for the production of records to LF Audit. This procedure is currently in vogue and need not be disturbed.

A question has been raised as to whether the President and Vice President cannot issue a cheque without the passing of the bill by the ABDO, as the Banker will not be aware as to whether or not all the formalities were followed before the issue of the cheque. As all the relevant records, including the bills and M-Books, pertaining to scheme fund works are maintained only the Block office, the president and Vice president cannot issue a cheque in isolation and in the absence of the records. If they were to do it should be construed as a case of defalcation.

6. Simplification of the procedure for the passing of Village Panchayat Budget.

6.1. The Village Panchayat budget should be in the new form V.P. form 31

6.2 The Dy.BDO is notified as the 'prescribed officer' under section 192 of the Tamil Nadu Panchayats Act, 1994. If the Dy.BDO(Pts.) does not communicate his remarks within 15 days of the receipt of the draft budget proposals, it will be construed that he has no remarks to offer and the Village Panchayat will be free to proceed further.

6.3. The draft budget should be prepared before the 31 December of the financial year immediately proceeding the year for which the budget is being passed, the Village Panchayat should pass its budget before 28 February and a copy of the

approved budget must be sent to the Collector/ Inspector within 7 days of the passing of the budget, with a copy to the Dy.BDO (Pts.)

6.4 The budget should be placed before the Grama Sabha, before 31st March. The Audited accounts of the Village Panchayat should be placed before the Grama Sabha before 30 September of the year following the financial year.

7. Ensuring greater transparency in and better monitoring of village panchayat transactions:-

A Consolidated Monthly statement of classified Receipts and payments for all the 3 accounts (in new V.P.Form No.30) should be compulsorily placed before the Village Panchayat at its monthly meetings by the President and after approval, the same should be sent to the Inspector (with a copy to the Dy.BDO (Pts.) within 7 days of the meeting of the Panchayat.

8. Simplification of Forms and Registers:

As per the Manual on Panchayat Administration (Please see pages 534, and 535 of part II of the Manual) as many as 60 Village Panchayat form (Called V.P. forms) have been prescribed to be maintained at the Village Panchayat level itself. These have now been revised into 31 forms listed below.

The revised set of 31 V.P. forms are indicated below. Specimen formats may be seen in Annexure-II.

FORMS AND REGISTERS TO BE MAINTAINED AT THE VILLAGE PANCHAYAT OFFICE

1. V.P.Form No.1	: House Tax Demand Notice
2. V.P.Form NO.2	: House Tax Receipt
3. V.P.form No.3	: House Tax (Arrear & Current)Demand Register (Note : A revised form is being prescribed, in which through a fly leaf system, the DCB details each assessee for 5 years, for both arrears and current demand, are shown in a single register. It obviates the need to rewrite the register every year bringing forward the arrear cases – which is not properly done at present. It will reduce the work load and at the same time. keep track of the arrears of each assessee.)
4. V.P.Form NO.4	: Profession Tax Receipt.
5. V.P.Form No.5	: Profession Tax (Arrear & Current) Demand Register.
6. V.P.Form No.6	: Miscellaneous Receipt.
7. V.P.Form No.7	: Taxes and Miscellaneous items collection Register.

8.	V.P.Form No.8	:	Grants and Assigned revenues Receipts register.	
9.	V.P.Form No.9	:	V.P. fund chitta.	
10.	V.P.Form No.10	:	Miscellaneous Demand, collection and Balance Register.	
11.	V.P.Form No.11	:	Cash Book (Village Panchayat Fund Accounts)	
12.	V.P.Form No.12	:	Advances Recoverable Register	
13.	V.P.Form No.13	:	Register of classified payments (or) Bills passed Register.	
14.	V.P.Form No.14	:	Acquaintance Register	
15.	V.P.Form No.15	:	Register of Estimates	allotments (VP fund
16.	V.P.Form No.16	:	Master Register of village panchayat assets.	
	V.P.Form No.16 (a)	:	Drinking water wells,	
	V.P.Form No.16(b)	:	Hand Pumps	
	V.P.Form No.16(c)	:	Power Pumps	
	V.P.Form No.16(d)	:	Street Lights	
	V.P.Form No.16(e)	:	Roads & culverts	
	V.P.Form No.16(f)	:	Village ponds and ooranies	
	V.P.Form No.16(g)	:	Remunerative buildings,	
	V.P.Form No.16(h)	:	Other Buildings	
	V.P.Form No.16(i)	:	Avenue trees, Orchards & Social forestry plantations.	
	V.P.Form No.16(j)	:	Vested Porombokes	
	V.P.Form No.16(k)	:	Tools and plants.	
	V.P.Form No.16(l)	:	Invesments.	

Note : The no. of assets under each category will very few so having separate register for each is unnecessary and will needlessly increase number of registers. Therefore, a consolidated register with 10 pages for each category of assets is being prescribed. The details of all the assets of the Village Panchayat will be available in this one volume.

17.	V.P. Form No.17	Register of	Maintenance
	V.P.Form No.17(a)	Hand Pumps	Maintenance
	V.P.Form No.17(b)	Power pumps	Maintenance
	V.P.Form No.17(c)	:	Monthly survey of burning / non- burning street lights.
	V.P.Form No.17 (d)	street light	maintenance
	V.P.Form No.17 (e)	Maintenance	/ upgradation roads.

Note : These are the items of maintenance work that need to be done at the Village Panchayat Level. For the same reasons as indicated in the 'note' under V.P. form No. 17, a consolidated register with 20 pages for each category is being

prescribed. The details of all the maintenance works done in a Village Panchayat will be available in this one volume.

18. V.P. Form No. 18 : Stock Register of Street Lights materials, hand pump spare parts, public health materials and other consumable items.
19. V.P. Form No.10 : Voucher
20. V.P. form No.20 : Stock Register of Money Val ue forms M-Books, contract forms, etc.,
- V.P. Form No.20 (a) : House Tax receipt books
- V.P. Form No.20 (b) : Profession Tax receipt books.
- V.P. Form No.20 (c) : Miscellaneous receipt books.
- V.P. Form No.20 (d) : M-Books
- V.P. Form No.20 (e) : Contract forms
- V.P. Form No.20 (f) : Security deposits.
- V.P. form No.20 (g) : Stock Register of stationary items.

(Note : A consolidated register with 15 pages for each type of form/book Prescribed)

21. V.P. Form No.21 : Dead stock Register
22. V.P. Form No.22 : Stock Register of central, steel, Bitumen, Doors, Windows and other Materials used in civil works.
23. V.P. Form No.23 : Cash Book (Earmarked Grants account)
24. V.P. Form No.24 : Register of classified Receipts and Payments. (Earmarked Grants Accounts)
25. V.P. Form No.25 : Register of Estimates and Allotment (Earmarked Grants Account)
26. V.P. Form No.26 : Cash Book (Scheme fund Account)
27. V.P. form No.27 : Register of classified receipts & Payments. (Scheme fund Account)
28. V.P. Form No.28 : Scheme works Register.
29. V.P. Form No.29 : Scheme Beneficiaries Register
- V.P. Form No.29(a) : IRDP
- V.P. Form No.29 (b) : IAY (Group Houses)
- V.P. Form No.29 (c) : CRSP (Individual Household latrines)
- V.P. Form No.29 (d) : Any Other.

(Note : As the Number of under each category are few, a Consolidated register is being prescribed)

30. V.P. Form No.30 : Monthly statement of classified Receipts &

expenditure for all the 3 Accounts to be sent to the Inspector after the approval of the Village Panchayat.

31. V.P.Form No.31

: Model Form for preparation of the Village Panchayat Budget.

9. Suggested responsibilities of the B.D.O/P.U.C:-

After the delinking of the Village Panchayat Accounts and the P.U. Accounts as suggested above, the BDO/P.U.C. will stand divested of all his responsibilities with regard to Village Panchayat administration. The BDO/P.U.C will hereafter confine himself to Panchayat Union administration and the implementation of Noon Meal Programme, Small Savings, Social Welfare Schemes Eye camps, and execution of works entrusted to panchayat Unions under DDP and MPLAD.

Recently as per G.O. (Ms) No. 50 R.D. Department dated:24.02.1997, Government have appointed two Makkal Nala Paniyalargal one male and one female for each Village Panchayat and have prescribed certain duties and responsibilities for them. It is suggested that the services of these two personnel may also be utilized by the Village Panchayat Presidents for the proper recording of the day to day transactions of the Village Panchayats.

10. Date of coming into effect of the new system of Accounting for Village Panchayats

The new system of Accounts together with the 31 V.P.Forms will be brought into effect from 01.04.1997.

S. NARAYAN
SECRETARY TO GOVERNMENT

9. iv) Tamil Nadu Panchayats (Preparation of plans and Estimates for works and mode and conditions of contracts) Rules, 2007. Appointment of Tender inviting authorities and Tender accepting authorities

Rural Development and Panchayat Raj (PR.I) Department

G.O. (Ms) No. 203
20.12.2007

Dated

Read :

1. G.O.(Ms.) No.286, Rural Development (CSS.1) Department, dated 31.12.1998.
2. From the Director of Rural Development and Panchayat Raj, D.O. Letter No.85941/2007/TU1, dated 23.11.2007.

ORDER

The appended Notifications will be published in the Extra-ordinary issue of the Tamil Nadu Government Gazette dated the 20th **December, 2007.**

(By order of the Governor)

K.ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT

**APPENDIX.
NOTIFICATION - I**

In exercise of the powers conferred by sub-section (1) and clauses (xv) and (xx) of sub-section (2) of section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Tamil Nadu Pachayats (Preparation of plans and estimates for works and mode and conditions of contracts) Rules, 1998, the Governor of Tamil Nadu hereby makes the following Rules:-

RULES.

1.Short title — These rules may be called the Tamil Nadu Panchayats (Preparation of plans and estimates for works and mode and conditions of contracts) Rules, 2007.

i) Application of Rules — These rules shall apply in respect of works of Village Panchayats, Panchayat Union Councils and District Panchayats executed from out of the General Funds and under Central Government sponsored and State Government funded schemes.

ii) According of administrative sanction for works - (1) In respect of Central Government sponsored and State Government funded scheme works, the authority competent to accord administrative sanction including revised administrative sanction, shall be the District Collector in respect of Village Panchayats, Panchayat Union Councils and District Panchayats.

(2) In respect of original, maintenance and electrical works taken up under the General Funds of Village Panchayats, Panchayat Union Councils and District Panchayats, the authorities competent to accord administrative sanction, including revised administrative sanction shall be as specified in **Tables I, II and III** below:-

**TABLE - I.
VILLAGE PANCHAYAT**

Estimate Value (1)	Competent authority (2)
(1) Works costing not more than rupees two lakhs.	Village Panchayat.
(2) Works costing more than rupees two lakhs but not morethan rupees fifty lakhs.	District Collector.
(3) Works costing more thanrupees fifty lakhs.	Director of Rural Development and Panchayat Raj.

TABLE - II.
PANCHAYAT UNION COUNCIL.

	Estimate Value (1)	Competent authority (2)
1	Works costing not more than rupees ten lakhs.	Panchayat Union Council
2	Works costing more than rupees ten lakhs but not more than rupees fifty lakhs.	District Collector
3	Works costing more than rupees fifty lakhs.	Director of Rural Development and Panchayat Raj

TABLE - III.
DISTRICT PANCHAYAT.

	Estimate Value (1)	Competent authority (2)
1	Works costing not more than rupees twenty lakhs.	District Panchayat
2	Works costing more than rupees twenty lakhs but not more than rupees fifty lakhs.	District Collector
3	Works costing more than rupees fifty lakhs.	Director of Rural Development and Panchayat Raj

4. According of technical sanction for works:- In respect of the General Fund and the Central Government sponsored and the State Government funded Scheme works, the authorities competent to accord technical sanction shall be as specified below:

	Competent Authority (1)	Original Works (2)	Maintenance Works (3)	Electrical Works (4)
(1)	Block Engineer/ Asst. Engineer (Rural Development and Panchayat Raj)	Not more than rupees one lakh.	Not more than rupees twenty five thousand.	Not more than rupees twenty five thousand.
(2)	Assistant Executive Engineer (Rural Development and Panchayat Raj)	More than rupees one lakh and not more than rupees five lakhs.	More than rupees twenty five thousand and not more than rupees two lakhs.	More than rupees twenty five thousand and not more than rupees two lakhs.
(3)	Executive Engineer (Rural Development and Panchayat Raj)	More than rupees five lakhs and not more than rupees thirty lakhs.	More than rupees two lakhs and not more than rupees ten lakhs.	More than rupees two lakhs and not more than rupees ten lakhs.
(4)	Superintending Engineer (Rural Development and Panchayat Raj)	More than rupees thirty lakhs.	More than rupees ten lakhs.	More than rupees ten lakhs.

Explanations - (1)Relaying of Water Bound Maccadam (WBM) layer(s) and Black Topping (BT) layer as a whole will be deemed as 'original work' and not 'maintenance work'.

(2) Assistant Engineers and Assistant Executive Engineers in the Water Supply and Pradhan Mantri Gram Sadak Yojana (PMGSY) sections and any person holding technical posts equivalent to Assistant Engineer and Assistant Executive Engineer are also competent to accord technical sanction as indicated above.

- h. **Measurement and check-measurement of works of Village Panchayats, Panchayat Union Councils and District Panchayats for all works other than National Rural Employment Guarantee Scheme (NREGS) works** - The authorities competent to measure and check-measure all original, maintenance and electrical works done or materials supplied, whether by contract or by departmental agency for all works other than National Rural Employment Guarantee Scheme (NREGS) works shall be as specified below:

	Category of work (1)	Measuring Officer (2)	Check-measuring Officer (3)
1	Works costing not more than rupees fifty thousand.	Overseer.	Block Engineer or Assistant Engineer (Rural Development and Panchayat Raj).
2	Works costing more than rupees fifty thousand.	Block Engineer or Assistant Engineer (Rural Development and Panchayat Raj).	Assistant Executive Engineer (Rural Development and Panchayat Raj).

Explanations — (1) Assistant Engineers and Assistant Executive Engineers in Water Supply and Pradhan Mantri Gram Sadak Yojana (PMGSY) sections and any person holding technical posts equivalent to Assistant Engineer and Assistant Executive Engineer are also competent to measure and check-measure the works as indicated above.

16. A bill should not be passed at any stage until and unless the work has been both measured and check-measured by the competent authorities.

17. The Assistant Executive Engineer (Rural Development and Panchayat Raj) shall also super-check not less than five percent of the works costing not more than rupees fifty thousand.

18. The Executive Engineer (Rural Development and Panchayat Raj) shall also super-check atleast ten works check-measured by Assistant Executive Engineer (Rural Development) in each Block every year.

6. Measurement and Check-Measurement of works under National Rural Employment Guarantee Scheme - (1) The authorities competent to measure and check-measure all works done or materials supplied whether by contract or by departmental agency for works under National Rural Employment Guarantee Scheme shall be as specified below:-

	Value of work (1)	Measuring Officer (2)	Check-Measuring Officer (3)
1	Bills of value not more than rupees one lakh.	Overseer.	Block Engineer or Assistant Engineer (Rural Development and Panchayat Raj).
2	Bills of value more than rupees one lakh.	Block Engineer or Assistant Engineer (Rural Development and Panchayat Raj).	Assistant Executive Engineer (Rural Development and Panchayat Raj).

(2) In case of National Rural Employment Guarantee Scheme (NREGS) works, if five successive bills for a work in a given Village Panchayat are each less than rupees one lakh, the Block Development Officer (Village Panchayats) shall stop payment on the fifth bill until and unless the work is super-checked by the Assistant Executive Engineer (Rural Development and Panchayat Raj) concerned.

(3) The Block Development Officer (Village Panchayats) shall not pass the final bill for a National Rural Employment Guarantee Scheme (NREGS) work in a Village Panchayat until and unless it is check-measured or super-checked, as the case may be, by the Assistant Executive Engineer (Rural Development and Panchayat Raj) concerned.

7. Power of the President of Village Panchayat in respect of water supply maintenance works - Village Panchayat President can spend upto rupees six hundred per hand pump per year and upto rupees seven thousand and five hundred per power pump per year by production of vouchers and with the approval or ratification of the Village Panchayat without reference to Overseer, Assistant Engineer (Rural Development and Panchayat Raj-Water Supply) and Assistant Executive Engineer (Rural Development and Panchayat Raj-Water Supply) as the case may be, for sanction of estimates or passing of bills.

8. Power of the President of Village Panchayat during emergency - During emergency, the President may prepare estimates with the help of Panchayat Assistant, get the prior approval of the Village Panchayat and execute works, up to a limit of rupees two thousand at a time and not exceeding rupees five thousand in a year in respect of works executed out of Village Panchayat Fund Account only. After completion of the works, the details and vouchers shall be placed before the Village Panchayat at its next meeting for information.

(This Notification issues with the concurrence of Finance Department vide its U.O. No.3888/ FS/P/2007, dated 1.12.2007).

K.ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT

NOTIFICATION – II

In exercise of the powers conferred by section 7 of the Tamil Nadu Transparency in Tenders Act, 1998 (Tamil Nadu Act 43 of 1998), the Governor of Tamil Nadu hereby appoints Tender inviting authorities and Tender accepting authorities, as indicated in Tables I and II below:-

TABLE – I.

Sl. No.	Category of works	Tender inviting Authority	Tender Accepting Authority		
			In case of no tender excess	For tender excess upto 5 % in case of works costing not more than rupees five lakhs.	(i) For tender excess more than 5% in case of works costing not more than rupees five lakhs; (or) (ii) For any tender excess in case of works costing more than rupees five lakhs.
(1)	(2)	(3)	(4)	(5)	(6)
(1)	General Fund Works of Village Panchayat	President	Village Panchayat	Collector	Director of Rural Development and Panchayat Raj
(2)	Scheme works entrusted to Village Panchayat	President	Village Panchayat	Collector	Director of Rural Development and Panchayat Raj
(3)	Scheme works entrusted to Block Development Officer (Village Panchayats)	Block Development Officer (Village Panchayats)	Block Development Officer (Village Panchayats)	Collector	Director of Rural Development and Panchayat Raj

கிராம ஊராட்சி நிர்வாகம் தொடர்பான முக்கிய அரசாணைகள் தொகுப்பு

(4)	General Fund works of Panchayat Union	Block Development Officer (Block Panchayat)	Panchayat Union Council	Collector	Director of Rural Development and Panchayat Raj
(5)	Scheme works entrusted to Panchayat Union	Block Development Officer (Block Panchayat)	Panchayat Union Council	Collector	Director of Rural Development and Panchayat Raj
(6)	Scheme works entrusted to Block Development Officer (Block Panchayat)	Block Development Officer (Block Panchayat)	Block Development Officer (Block Panchayat)	Collector	Director of Rural Development and Panchayat Raj

TABLE - II

Tender Inviting Authority	Tender Accepting Authority	
	If within estimated cost or for tender excess upto 5% in case of individual works costing not more than rupees twenty five lakhs or package of works costing not more than rupees two crores	(i) For tender excess more than 5% in case of individual works costing not more than rupees twenty five lakhs or package of works costing not more than rupees two crores; (or) (ii) For any tender excess in case of individual works costing more than rupees twenty five lakhs or package of works costing more than rupees two crores.
:	2	3
Project Officer, District Rural Development Agency.	District Collector	Director of Rural Development and Panchayat Raj.

(This Notification issues with the concurrence of Finance Department vide its U.O. No.3888/FS/P/2007 dated 1.12.2007).

K.ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT

9. v) Rules - Tamil Nadu Transparency in Tenders Rules, 2000 - Framing of the Rules -Notified

FINANCE (SALARIES) DEPARTMENT

G.O.Ms.No.446, DATED 26th September, 2000

(Vikkirama, Purattasi-11, Thiruvalluvar Aandu 2031)

Rules - Tamil Nadu Transparency in Tenders Rules, 2000 - Framing of the Rules - Notified.

ORDER:

The following Notification will be published in the Tamil Nadu Government Gazette, Extraordinary dated the 1st October, 2000.

NOTIFICATION.

In exercise of the powers conferred by sub-section(1) of section 22 of the Tamil Nadu Transparency in Tenders Act, 1998 (Tamil Nadu Act 43 of 1998), the Governor of Tamil Nadu hereby makes the following Rules:-

RULES

(BY ORDER OF THE GOVERNOR)

P.V. RAJARAMAN,

SECRETARY TO GOVERNMENT.

To

The Works Manager, Government Central Press, Chennai-79.

(for the publication of the notification and send 200 copies to Government)

All Secretaries to Government.

Stock File/Spare Copies.

-/ Forwarded : By Order /-

sd/-

SECTION OFFICER.

9. vi. Extract of Tamilnadu panchayat act – 1994 Section 181 D

181-D. Procedure for inter-panchayats lending.-

(1) Any Panchayat may raise loan from any other Panchayat and any Panchayat may sanction loan to another Panchayat to carry out any of its statutory functions or for the creation of capital assets or income generating assets, with the prior sanction of the Inspector.

(2) The procedure for the receipt, utilization and repayment of the loan under this section and Section 181-C shall be subject to such terms and conditions, as may be agreed upon by the Financial Institution or agency or bank or lending Panchayat, as the case may be, and the borrowing Panchayat. Every Panchayat shall maintain in respect of the loan, such books of accounts, as may be prescribed.

(3) Every Panchayat shall utilize the loan only for the purposes for which such loans are borrowed.]

9. vii. Extract of Tamilnadu panchayat act – 1994 Section 188

188. Village Panchayat Fund.- ¹[(1)] The receipts which shall be credited to the Village Panchayat Fund shall include-

²[(a) the house-tax and any other tax or any cess or fees levied under sections 171 and 172;]

³[(b) the profession tax levied by Village Panchayats under Chapter IX-A;]

(c) ⁴[***]

⁵[(d) the proportionate share of the proceeds of the local cess, local cess surcharge, surcharge on the duty on transfers of property and entertainment tax received by the Village Panchayat under Sections 169 and 175-A;]

(e) ⁶[***]

(f) the taxes and tolls levied in the village under Sections 117 and 118 of the Tamil Nadu Public Health Act, 1939 (Tamil Nadu Act VIII of 1939);

(g) fees levied in public markets classified as Village Panchayat markets after deducting the contributions, if any, paid by the Village Panchayat to the Panchayat Union Council on the scale fixed by the Government;

(h) the contribution paid to the Village Panchayat by Panchayat Union Councils in respect of markets classified as Panchayat Union markets;

(i) fees for the temporary occupation of village sites, roads and other similar public places or parts thereof in the Panchayat Village ;

(j) fees levied by the Village Panchayat in pursuance of any provisions of this Act or any rule or order made thereunder;

(k) income from endowments and trusts under the management of the Village Panchayat;

(l) the net assessment on service inams which are resumed by the Government;

(m) ⁷[***]

(n) income derived from Panchayat Village fisheries;

(o) income derived from ferries under the management of the Village Panchayat;

(p) unclaimed deposits and other forfeitures;

(q) a sum equivalent to the seigniorage fees collected by the Government every year from persons permitted to quarry for road materials in the Panchayat Village :

(r) all income derived from porambores the user of which is vested in the Village Panchayat;

(s) where the Panchayat Village is in a ryotwari tract, all income derived from trees standing on porambores although the user of the porambores is not vested in the Village Panchayat;

(t) income from leases of Government property obtained by the Village Panchayat;

(u) fines and penalties levied under this Act by the Village Panchayat or at the instance or on behalf of the Village Panchayat;

(v) all sums other than those enumerated above which arise out of, or are received in aid of or for expenditure on any institutions or services maintained or financed from the Village Panchayat fund or managed by the Village Panchayat;

⁸[(w) such other moneys as may be specified by the Government.]

⁹[(2) Notwithstanding anything contained in sub-section (1), the Government may direct any Village Panchayat to constitute separate funds to which shall be credited such receipt as may be specified and such funds shall be applied and disposed of in such manner as may be prescribed.

(3) Subject to such general control as the Village Panchayat may exercise from time to time, all cheques for payment from Village Panchayat Fund ¹⁰[***] shall be signed jointly by the President and Vice President and in the absence of the President or Vice President, as the case may be, by the Vice President or the President and another member authorised by the Village Panchayat at a meeting in this behalf.]

10. கிராம ஊராட்சியின் தணிக்கை

10. i). The Tamil Nadu Panchayats (Surcharge, Disallowance and Charge) Rules, 2000

(G.O. (Ms) No.32, Rural Development (C-4) Department, Dated 11th February 2000)

In exercise of the powers conferred by clause (xvii) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Rules relating to Surcharge and Disallowance on the Manual on Panchayat Administration, the Governor of Tamil Nadu hereby makes the following Rules : —

RULES

1. Short title - These Rules may be called the Tamil Nadu Panchayats (Surcharge, Disallowance and Charge) Rules, 2000.

2. Surcharge and disallowance - (1) Any Auditor, empowered by the Government, shall carefully and personally examine every case of loss or waste or misapplication of money or property of the Village Panchayat or Panchayat Union or District Panchayat and may disallow every item contrary to law and surcharge the same on the person making or authorizing the making of illegal payments and may charge against any person responsible therefore, the amount of any deficiency, loss or unprofitable outlay incurred by the negligence or misconduct of that person or of any sum, which ought to have been, but is not, brought to account by that person and shall, in every such case, certify the amount due from such person.

(2) It shall not be open to an Executive Authority of Village Panchayat or Commissioner of Panchayat Unions or Secretary of District Panchayat whose negligence or misconduct has caused or contributed to any such deficiency or loss, to contend that notwithstanding his negligence or misconduct the deficiency or loss would not have occurred but for the negligence or misconduct of some other person.

3. Power of the Government - (1) The Government prescribe the following Officers to exercise the powers referred to in these Rules in respect of the Funds of every Village Panchayat or Panchayat Union or District Panchayat within his jurisdiction:—

- i. Assistant Director of Rural Development (Audit) in case of Village Panchayats (General Funds).
- ii. Director of Local Fund Audit in case of District Panchayats, Panchayat Union Councils and Village Panchayats (Scheme Funds).

1. The Auditor shall state in writing, the reasons for his decision in respect of every disallowance which shall be based on a stated authority in respect of every disallowance, surcharge or charge and furnish by registered post, a copy thereof to the person against whom it is made.

2. Even if the person to whom a copy of the decision of the Auditor is furnished, refuses to receive it, he shall be deemed to have been duly furnished with a copy of such decision within the meaning of sub-rule (2). The period of thirty days fixed in Rules 5 and 6 shall be calculated from the date of such refusal.

4. Issue of Surcharge Certificate - (1) The Auditor who is empowered to issue a Surcharge Certificate, before issuing a Surcharge Certificate, shall give a show cause notice to the person concerned, calling upon him to state his defence about the proposed notice in writing within a specified time which shall not be less than fifteen days. If such person desires to be heard in person, the opportunity of personal hearing shall be given by the Auditor. In such personal hearing, the Auditor shall record the proceedings of such hearing. The Auditor shall issue Surcharge Certificate after taking into consideration the representation, if any, given by the person concerned and the proceedings by the personal hearing. The show cause notice and the Surcharge Certificate shall be in Tamil version.

(2) Wherever the Collector, the Inspector or other Competent Authority takes execution proceedings on behalf of a Village Panchayat, Panchayat Union Council or District Panchayat in respect of which a Surcharge Certificate has been issued by an Auditor, the expenditure for such purpose shall be met from the Government initially and recovered from the Funds of the respective Village Panchayat, Panchayat Union or District Panchayat.

5. Appeal against the surcharge, disallowance or charge —(1) Any person aggrieved by the disallowance, surcharge or charge made, may, within thirty days from the date of the receipt of service of the decision of the Auditor, appeal to the Inspector, or any Officer authorized by the Government in this behalf to set aside such disallowance, surcharge or charge and the Inspector or such officer, after taking such evidence as is necessary, may confirm, modify or remit such disallowance, surcharge or charge:

Provided that the Inspector or any officer authorized by the Government, may admit an appeal after the expiry of the time specified in this sub-rule, but within sixty days if the Appellant satisfies the Inspector or such officer that he has sufficient cause for not preferring the appeal within the specified time:

Provided further that during the pendency of the appeal made under this Rule, the certificate of disallowance, surcharge or charge, as the case may be, shall not be enforced.

- i. Against the order of the Inspector or Officer authorized by Government in this behalf under sub-rule (1), a second appeal shall lie to the Government within thirty days from the date of receipt of such order. The Government may take into account all the facts presented by the Appellant and facts of the case and pass such order as they deem fit and proper. Against the order of the Government, an appeal shall lie to the High Court within thirty days from the date of receipt of such order.

- ii. Where an appeal is made to the High Court under sub-rule (2), the Auditor shall be the sole respondent thereto and the applicant shall not be entitled to make either the Inspector or any officer authorized by the Government or any other person or Government as a party to the proceedings.

6. Payment of due —Every sum certified to be due from any person by the Auditor under these Rules shall be paid by such person into the bank or post office in which the Funds of the Village Panchayat, Panchayat Union Council or District Panchayat, as the case may be, are lodged within thirty days from the date of intimation to him of the decision of the Auditor unless within that time, such person has appealed against the decision to the Inspector or any Officer authorized by the Government and such sum, if not paid or such sum as the Inspector or such officer shall declare to be due, shall be recoverable in the same way as an amount decreed by a Court by filing execution petition.

7.Charge of interest on surcharge, disallowance or charge amount — Interest at the rate specified by the Government, from time to time, by general or special order or if no such order is in current at the time of issuing a Surcharge Certificate at a rate not less than fifteen per cent per annum shall be charged on the amount of disallowance, surcharge or charge due with effect from the day following the last date fixed for payment of the said amount of disallowance, surcharge or charge in the certificate. The interest so charged on the amount of disallowance, surcharge or charge, over due shall be specified in the Certificate itself in precise terms as laid down in Section 34 of the Civil Procedure Code, 1908 (Central Act V of 1908).

8.Waiving of amount of disallowance, surcharge or charge — Notwithstanding anything contained in the Rules, the Government may, at any time, direct that the recovery of the whole or any part of the amount of disallowance, surcharge or charge certified to be due from any person by the Auditor under these Rules shall be waived if, in their opinion that such a course is necessary, considering all the circumstances of the case. The reasons for such waiver shall be conveyed in writing to the Village Panchayat or Panchayat Union or District Panchayat, as the case may be.

RAMESH CHARNDRA PANDA
SECRETARY TO GOVERNMENT

10. ii). Tamil Nadu Panchayats (Issue and disposal of Audit Report) of Village Panchayats) Rules 2000

(G.O. (Ms) No.59,Rural Development (C-4) Department, Dated the 7th March, 2000)

In exercise of the powers conferred by clauses (xvi) and (xviii) of the sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Rules relating to issue and disposal of Audit Reports, the Governor of Tamil Nadu hereby makes the following Rules:—

RULES

1. Short title - These Rules may be called the Tamil Nadu Panchayats (Issue and Disposal of Audit Report of Village Panchayats) Rules, 2000.

2. Definition - In these Rules, unless the context otherwise requires -

- i. **“Act”** means the Tamil Nadu Panchayat Act, 1994 (Tamil Nadu Act 21 of 1994);
- ii. **“Auditor”** means the Deputy Block Development Officer of the Panchayat Union, in whose jurisdiction the Village Panchayat lies, appointed by the Government under sub-section (1) of Section 193 of the Act.

3. Submission of accounts and records of the Village Panchayat - The Executive Authority of a Village Panchayat shall produce all accounts and records of the Village Panchayat to the Auditor, as required by him and also to the Accountant-General and his subordinate officers, whenever he or his subordinate officers demand the production of the records of a Village Panchayat.

4. Conduct of Audit of Village Panchayat - (1) The Executive Authority shall report, in writing, to the Auditor before the end of May of every year regarding the closure of the accounts for the previous year along with the copy of the annual accounts. The Auditor, shall conduct the Audit of the Village Panchayats every year, within two months from the receipts of the report but not later than 30th September of that year.

(2) If so directed by the Government, the Auditor shall take up concurrent Audit of vouchers of a Village Panchayat soon after the payment is made and send Audit slips after such Audit is done by him, to the Inspector for sending the same to Government with his remarks thereon.

5. Powers of the Auditor –

(1) The Auditor may, by summons in writing,—

- i. require the production of any book, deed, contract, account voucher, receipt or other documents, for the perusal or examination thereof, which he considers necessary;
- ii. require any person having the custody or control of any such document or person accountable for it, to appear in person before him and require him to make and sign a declaration in respect of such document or to answer any question or to prepare and furnish any statement relating thereto.

(2) Whoever fails to comply with any requisition lawfully made upon him under this Rule, shall be punishable with fine which may extend to one hundred rupees, or in case of continuing breach, with fine not exceeding fifteen rupees for every day during which the breach continues after conviction of the first breach.

1. **Procedure for conduct of Audit** - (1) The Auditor shall scrutinize every item of expenditure and decide whether the Executive Authority has conducted the financial transactions of the Village Panchayat in accordance with Rules and Orders issued by the Government and other Competent Authorities, from time to time, and also with the approval of the Village Panchayat. As far as the receipts are concerned, the Auditor shall verify, whether the Executive Authority has properly assessed all the eligible persons or properties under various taxes leviable by the Village Panchayat. He shall decide items of expenditure which are not admissible and items of loss of revenue, or leakage of revenue which are attributable to the negligence of the Executive Authority and clearly establish the persons responsible for the loss of income or irregular and inadmissible expenditure.
2. The Auditor shall specify the grounds or the basis of authority or the non-observance or violation of Rules, instruction, norms or orders which has led to a material impropriety or irregularity in a transaction involving financial implications which he find in any financial transaction item of expenditure of or revenue receipt to the Village Panchayat.
3. The Auditor shall report to the Village Panchayat any loss, waste or misapplication of money or other property owned by or vested in the Village Panchayat if such loss, waste or misapplication is a direct consequence of the neglect or misconduct of the Executive Authority or any other subordinates with names of persons directly or indirectly responsible for such loss, waste or misapplication.

4. The Audit report on the accounts of the Village Panchayat for a financial year shall be sent to the Executive Authority and a copy of the same sent to Assistant Director of Rural Development (Audit) within fifteen days of the completion of Audit.
5. The Assistant Director of Rural Development (Audit) shall check the Audit Report of not less than ten per cent of the total number of Village Panchayats in the district to verify the correctness of Audit done by the Auditor.
6. During the course of Audit, when the Auditor of the Village Panchayat notices any defalcation or misappropriation of the Fund of the Village Panchayat, he shall immediately bring the fact to the notice of the Inspector for taking necessary action under the Act including prosecution of the Executive Authority. Copy of such report shall also be sent to the Assistant Director of Rural Development (Panchayat) and Assistant Director (Audit).
7. The Executive Authority shall forthwith rectify the defects or irregularities, if any, which may be pointed out by the Auditor and report the same to the Village Panchayat.

7. Placing of Audit Report before Grama Sabha – (1) The Executive Authority shall place the Audit Report of the Village Panchayat along with the replies furnished to Auditor, in the meeting of the Grama Sabha.

(2) The Grama Sabha shall scrutinize, review and approve the Audit Report with replies.

(3) The Grama Sabha shall also take stock of the completed works and benefits intended to the beneficiaries and issue necessary completion report.

8. Action on Audit Objections - (1) The Executive Authority shall take prompt and effective action to set right the objections raised in the Audit Report. He shall prepare suitable replies to the objections and place the report alongwith his replies before the Village Panchayat and Grama Sabha for their approval. He shall submit three copies of the replies with a copy of resolution to the Assistant Director of Rural Development (Audit), through the Auditor within two months of the date of receipt of the Audit Report. The Auditor shall submit two copies of the replies of the Executive Authority after verifying the correctness of the replies, with his remarks to the Assistant Director of Rural Development (Audit) within thirty days from the date of receipt of the replies.

- (vii) The Assistant Director of Rural Development (Audit) shall scrutinize the replies to the Audit objections, keeping in view the remarks of the Auditor and pass suitable orders accepting or rejecting the replies to objections raised. He shall also send a copy of such orders to the Auditor.
- (viii) Thereupon, it is the responsibility of the Assistant Director of Rural Development (Audit), to pursue further action on the pending Audit objections, if any and initiate surcharge proceedings against the Executive Authority and any other person responsible in respect of Audit objections for which the Executive Authority has not submitted acceptable replies. Initiating such proceeding shall not be delayed beyond three months from the issue of final order on the replies.
- (ix) After the issue of an Audit Report on the accounts of a Village Panchayat, the Audit of the accounts of that Village Panchayat shall not be re-opened, save with special orders of the Inspector.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

10. iii). The Tamil Nadu Panchayats (Powers of Auditors, Inspecting and Superintending Officers) Rules, 1999

(G.O. (Ms) No.142, Rural Development (C4) Department, Dated 21st July, 1999.)

In exercise of the powers conferred by clause (xviii) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Rules relating to powers of Auditors, Inspecting and Superintending Officers, etc., the Governor of Tamil Nadu hereby makes the following Rules, namely:—

RULES

- 1. Short title** - These Rules may be called the Tamil Nadu Village Panchayats (Powers of Auditors, Inspecting and Superintending Officers) Rules, 1999.
- 2. Definition** - In these Rules unless the context otherwise requires, “**Act**” means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994).
- 3. Power of holding inquiries** - All persons authorized by the Act or the Rules made thereunder to conduct inquiries and all Auditors, inspecting and superintending officers, appointed under the said Act, holding any inquiries into matters falling within the scope of their duties shall have, for the purpose of holding such inquiries, powers,—
 - (i) to summon any person resident within the district whose evidence may appear to them to be necessary for the investigation of any matter under inquiry and also to require the production of any document relevant to the matter under inquiry which may be in the possession or under the control of such person; and
 - i. to grant to any such person such allowances as is admissible to a witness summoned by a civil Court and to pass orders as to the person by whom or the Fund out of which allowance shall be paid.
- 4. Issue of summons** - The summons shall be in writing and authenticated by the signature and the seal, if any, of the officer by whom it is issued. It shall require the person summoned to appear before the said officer at a stated time and place and shall specify whether his attendance is required for the purpose of giving evidence or to produce a document, or for both purposes; and any particular

document, the production of which is required shall be described in the summons with reasonable certainty.

5. Serving of summons - The summons shall be served on the persons summoned or sent to him by registered post with acknowledgement due or if such person is not found, by leaving it at his last known place of residence or by giving or by tendering it to an adult member of his family or if none of the means aforesaid is available by affixing it in some conspicuous part of his last known place of residence.

6. Production of documents as evidence - Any person may be summoned to produce a document without being summoned to give evidence, and any person summoned merely to produce a document shall be deemed to have complied with the summons if he causes such document to be produced, instead of attending personally to produce the same.

7. Circumstances in which summons can be dispensed with - When the person whose evidence may be required is unable, due to sickness or infirmity, to attend before the officer issuing the summons, or is a person whom by reason of rank or sex it may not be proper to summon, the officer issuing the summons, may, of his own motion, or on the application of the person whose evidence is desired, dispense with the appearance of such person, and order him to be examined by a subordinate deputed by such officers for the purpose.

8. Failure to oblige for summons - Any person who fails to obey a summon issued under these Rules shall be punishable with fine which may extend to one hundred rupees or in case of a continuing breach, with fine not exceeding fifteen rupees for every day during which, the breach continues after punishment for the first breach.

9. Savings - Nothing contained in these Rules shall apply to cases for which provision has otherwise been made by or under the Act.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

10. iv). ஊரக உள்ளாட்சி அமைப்புகளில் வரவு மற்றும் செலவின கணக்குகள் தணிக்கை செய்வதற்கான தணிக்கையாளர்கள் நியமனம்

ஊரக வளர்ச்சி (சி 3) துறை

அரசாணை (நிலை) எண் 265

நாள் : 21.12.1999

படிக்க :

1. அரசாணை (நிலை) எண். 1722, ஊரக வளர்ச்சி மற்றும் உள்ளாட்சித் துறை நாள் : 15.10.1960
2. உள்ளாட்சி நிதித் தணிக்கை இயக்குநரின் நேர்முக கடித எண் டி1/44193/97, நாள் 19.3.97
3. ஊரக வளர்ச்சி இயக்குநரின் கடிதம் நக எண்.44650/08பிசிஏ நாள் 4.12.98

ஆணை

இத்துடன் இணைக்கப்பட்டுள்ள அறிவிக்கையானது 1999 ம் ஆண்டு டிசம்பர் திங்கள் 23 ஆம் நாளைய தமிழ்நாடு அரசிதழின் சிறப்பு வெளியீடாக வெளியிடப்படுதல் வேண்டும்.

2) அனைத்து மாவட்ட ஆட்சியர்களும் (சென்னை நீங்கலாக) இவ்வறிக்கையின் நகலினை அந்தந்த மாவட்டத்திலுள்ள ஊராட்சி மன்றத் தலைவர்கள் மற்றும் ஊராட்சி ஒன்றியக் குழுத் தலைவர்களுக்கு அனுப்பி வைத்திட கேட்டுக் கொள்ளப்படுகிறார்கள்.

(ஆளுநரின் ஆணைப்படி)

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

இணைப்பு

அறிவிக்கை

1960 –ஆம் ஆண்டு நவம்பர் திங்கள் 9 ஆம் நாள் புனித ஜார்ஜ் கோட்டை அரசிதழின் பக்கம் 222 பாகம் ஐஐ பிரிவு 2-ல் வெளியிடப்பட்ட ஊரக வளர்ச்சி மற்றும் உள்ளாட்சித் துறையின் அறிவிக்கை எண் –2 II 424/1960 க்கு சுற்றீடற்றிடாகவும், 1994 ஆம் ஆண்டு தமிழ்நாடு ஊராட்சிகள் சட்டப் பிரிவு 193 மற்றும் 242 (1994 ஆம் ஆண்டு தமிழ்நாடு 4321) உண்டானது. தமிழ்நாடு ஆளுநர் அவர்கள் தனக்களிக்கப்பட்டுள்ள அதிகாரங்களின்படி கீழே கொடுக்கப்பட்டுள்ள அட்டவணையின் பாகம் இரண்டில் காணப்படும் அலுவலர்களை அதற்கெதிராக குறிப்பிடப்படும் ஊராட்சி அமைப்புகளின் வரவு செலவு கணக்குகளை தணிக்கை செய்வதற்காக நியமிக்கிறார்.

அட்டவணை

ஊராட்சி அமைப்பின் பெயர்

(1) கிராம ஊராட்சி

(2) ஊராட்சி ஒன்றியம்

(3) மாவட்ட ஊராட்சி

தணிக்கை அலுவலர் பெயர்

(அ) துணை வட்டார வளர்ச்சி அலுவலர்

(திட்ட நிதிக் கணக்கு நீங்கலாக)

(ஆ) ஊரக வளர்ச்சி உதவி இயக்குநர்

(தணிக்கை) திட்ட நிதிக் கணக்கு நீங்கலாக

(இ) உள்ளாட்சி நிதித் தணிக்கை இயக்குநர் மற்றும் அவருடைய உதவியாளர்கள் (திட்ட நிதிக் கணக்கு மட்டும்)

உள்ளாட்சி நிதித் தணிக்கை இயக்குநர்

மற்றும் அவருடைய உதவியாளர்கள்

உள்ளாட்சி நிதித் தணிக்கை இயக்குநர்

மற்றும் அவருடைய உதவியாளர்கள்

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

10. v). Extract of Tamilnadu Panchayat Act 1994 Section 193

193. Appointment of Auditors.- (1) The Government shall appoint auditors for the accounts of the receipts and expenditure of the funds of the Panchayat. Such auditors shall be deemed to be “public servants” within the meaning of Section 21 of the Indian Penal Code, 1860 (Central Act XLV of 1860).

¹[(2) The Government may recover from the Panchayat, the expenditure incurred by the Government in the audit of the accounts of such Panchayat, at such percentage, of the expenditure as may be fixed by the Government.]

10. vi). Tamilnadu Panchayat Act 1994 Section 242

242. Power of Government to make Rules.- (1) The Government shall in addition to the Rule making powers conferred on them by any other provision contained in this Act, have power to make rules generally to carry out the purposes of this Act.

¹[(1-A) A Rule under Section 188 may be made so as to have retrospective effect on and from a date not earlier than the 26th day of March 1997.]

(2) In particular, and without prejudice to the generality of the foregoing power, the Government may make Rules-

(i) as to the principles to be followed in regard to the exclusion of any local area from or the inclusion of any local area in a village under sub-section (2) of Section 4;

(ii) providing for-

²[(a) the adjudication of disputes arising out of election by the district judge having jurisdiction;]

(b) all matters relating to electoral rolls or elections, not expressly provided for in this Act, including deposits to be made by candidates standing for election and the conditions under which such deposits may be forfeited, and the conduct of inquiries and the decision of disputes relating to electoral rolls;

(iii) as to the determination of the population for the purposes of this Act;

(iv) as to the resignations of Chairman, Vice Chairman and members of Panchayat Union Councils and District Panchayats and of the Presidents, Vice Presidents and members of Village Panchayats and the date on which such resignations shall take effect;

(v) as to the interpellation of the Chairman and Vice Chairman and by the members of a Panchayat Union Council or the District Panchayat and of the President of a Village Panchayat by the members of the Village Panchayat, and the moving of resolutions at meetings;

(vi) as to the constitution of Committees of the Panchayat and the inclusion of outsiders therein and the delegation of functions to such Committees;

(vii) providing for the procedure to be followed at meetings of the Panchayats and at Committees thereof and for the conduct of business and the number of members which shall form a *quorum* at any meeting.

(viii) providing for the classification of resolutions of Panchayats as those involving financial implications or otherwise and for laying down the proportion of the sanctioned strength of the Panchayats with whose support such resolution shall be carried;

(ix) as to the powers of the Panchayat Union Council and District Panchayats, its Chairman and Committees thereof with respect to the incurring of expenditure and the powers and duties of the Commissioner and ¹[Secretary];

(x) providing for the travelling and other allowances of the Chairman, Vice Chairman and other members of the Panchayat Union Council, District Panchayat and of members of the Committees of the Panchayat Union Council and District Panchayat;

(xi) as to the delegation of any function of a Panchayat to the President, Chairman, member, any officer of the Panchayat or any servant of the Central or State Government;

(xii) for the lodging and investment of the moneys of the Panchayats and for the manner in which such moneys may be drawn upon;

(xiii) as to the transfer of allotments entered in the sanctioned budget of a Panchayat from one head to another;

(xiv) as to the estimate of receipts and expenditure, returns, statements and reports to be submitted by Panchayat;

(xv) as to the preparation of plans and estimates for works and the power of Panchayat and of servants of the Central or State Government to accord professional or administrative sanctions to estimates.

(xvi) as to the accounts to be kept by Panchayat, the audit and publication of such accounts and the conditions under which rate payers may appear before auditors, inspect books and accounts, and take exception to items entered or omitted;

(xvii) as to the powers of Auditors to disallow and surcharge items, appeals against orders of disallowance or surcharge and recovery of sums disallowed or surcharged;

(xviii) as to the powers of Auditors, inspecting and superintending officers and officers authorised to hold inquiries, to summon and examine witnesses and to compel the production of documents, and all other matters connected with audit, inspection and superintendence;

(xix) as to the conditions on which property may be acquired by a Panchayat or on which property vested in or belonging to a Panchayat may be transferred by sale, mortgage, lease, exchange or otherwise;

(xx) as to the conditions on which and the mode in which contracts may be made by or behalf of Panchayat;

(xxi) as to the assessment of taxes under this Act and the revision of assessments;

(xxii) as to the acceptance *in lieu* of any tax due under this Act of any service by way of labour, cartage or otherwise;

(xxiii) as to the realisation of any tax or other sum due to a Panchayat under this Act or any other law or any rules or bye-laws, whether by distraint and sale of moveable property, by prosecution before a Magistrate, by a suit, or otherwise;

(xxiv) as to the realisation of fees due in respect of the use of cart stands and the like, whether by the seizure and sale of the vehicle or animal concerned or any part of its burden or otherwise;

(xxv) as to the form and contents of licences, permissions and notices granted or issued under this Act, the manner of their issue or the method of their service, and the modifications, suspension or cancellation thereof;

(xxvi) as to the powers of Executive Authorities, Commissioners, ³[Secretaries] to call for information on any matter, to summon and examine witness, and to compel the production of documents;

(xxvi) for the use of the facsimiles of the signatures of the Executive Authorities, Commissioners, ¹[Secretaries] and officers of Panchayat;

(xxvii) as to grant to the public of copies of any proceeding or record of the Panchayat not relating to any matter classified as confidential by the Government or any authority empowered by them, and the fees to be levied for the grant of such copies;

(xxix) as to the opening, maintenance, management and supervision of elementary schools;

(xxx) regulating contracts between the Panchayat and the owners or occupiers of private premises for the removal therefrom of rubbish or filth, or any kind of rubbish or filth.

(xxxi) as to the provision of burial and burning grounds; the licensing of private burial and burning grounds; the regulation of the use of all grounds so provided or licensed, the closing of any such grounds; and the prohibition of the disposal of corpses except in such grounds or other permitted places;

(xxxii) as to the licensing of pigs and dogs and the destruction of unlicensed pigs and dogs;

(xxxiii) as to the regulation or restriction of building and the use of sites for building;

(xxxiv) for the removal of encroachments of any description from public roads vesting in Panchayat and the repair of any damage caused to such roads by the person causing the damage or at this expense;

(xxxv) for the determination of any claim to trees growing on public roads or other property vesting in or belonging to Panchayat or on porambokes or on lands the use of which is regulated by them under Section 134 or 135; and for the presumption to be drawn as regards the ownership of such trees;

(xxxvi) as to the imposition and recovery of penalties for the unauthorized occupation of public roads or other land vesting in or belonging to Panchayat and the assessment and recovery of compensation for, and damage caused by, such occupation;

(xxxvii) as to the powers which may be exercised by the Panchayat or the Executive Authority or the Commissioner of the ¹[Secretary] in respect of any public or private market or the user thereof, and the enforcement of any orders issued in pursuance of such powers;

(xxxviii) for compelling owners of cattle to stall them in cattle sheds provided by the Panchayat and the fees leviable in respect thereof;

(xxxix) as to the disposal of household and farmyard waste in the village, the acquisition of land by the Panchayat or laying out plots for digging pits in which such waste may be thrown, the assignment of any of those plots to persons in the village and the conditions subject to which such assignment may be made, including the rent to be charged;

(xl) as to the duties to be discharged by officers in relation to Panchayats and their Executive Authorities, their Chairmen, Commissioners and ¹[Secretaries];

(xli) as to appeals against orders (including orders granting or refusing licences and permissions) passed under this Act and the time within which appeals whether allowed by this Act or by rules or otherwise should be presented;

(xlii) as to the classification of public roads and fairs and festivals as appertaining to the Panchayat;

(xliii) for regulating the sharing between local authorities in the State of the proceeds of any tax or income levied or obtained under this or any other Act;

(xliv) for the decision of disputes between two or more local authorities of which one is a Panchayat;

(xlv) regulating the principles in accordance with which grants and contributions may be paid by the Government to the Panchayat;

(xlvi) as to the accounts to be kept by owners, occupiers and farmers of private markets and the audit and inspection of such accounts;

(xlvii) as to the manner of publication or notifications or notices to the public under this Act.

11.ii) Tamil Nadu Panchayats (Preparation of plans and estimates for works and mode and conditions of contracts) Rules 1998

(G.O. (Ms) No. 286, Rural Development (CSS-1) Department, Dated 31.12.1998)

In exercise of the powers conferred by sub-section (1) and clauses (xv) and (xx) of sub-section (2) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) and in supersession of the Tamil Nadu Panchayats, Panchayat Unions and District Panchayats (Preparation of Plans and Estimates) Rules, 1997 and the Tamil Nadu Panchayat Union Councils, District Panchayats Contracts (Mode and Conditions) Rules, 1997, the Governor of Tamil Nadu hereby makes the following Rules:—

RULES

1. **Short title** — these Rules may be called the Tamil Nadu Panchayats (Preparation of Plans and Estimates for Works and Conditions of Contracts) Rules, 1998.
3. **Application of Rule** —In respect of works of Village Panchayats, Panchayat Unions and District Panchayats for which grant is given by the Government and in respect of works taken up by the Village Panchayats, Panchayat Union and District Panchayats for execution from out of their own funds, the procedure laid down in these Rules shall apply.
4. **Preparation and sanction of estimates** - (1) Estimates in respect of Village Panchayats or Panchayat Unions or District Panchayats works whether original or maintenance works costing upto rupees fifty thousand shall be prepared by the Panchayat Union Overseer of the respective Panchayat Union and got technically sanctioned by the Block Engineer or Assistant Engineer (Rural Development) or the respective Panchayat Union.

(iv) All estimates costing more than rupees fifty thousand shall be prepared by the Block Engineer or Assistant Engineer (Rural Development) with the assistance of the Union Overseer and sent to the Assistant Executive Engineer (Rural Development) concerned, who shall ensure that administrative and technical sanctions are accorded to the estimates in accordance with Rule 5 below.

Explanation —For purposes of sub-rule (2) of Rule 3, the cost given shall mean the “estimated cost” of the work.

5. **Power of the President** —During exigencies, the President may prepare estimates with the help of Panchayat Assistant, get the approval of the Village Panchayat and execute works, upto a limit of rupees two thousand at a time and not exceeding rupees five thousand in a year in respect of works executed out of Village Panchayat Fund only. After completion of the work, the details and vouchers shall be placed before the Village Panchayat in its next meeting.

6. **According of administrative sanction and technical sanction to estimates** — In respect of estimates including revised estimates for original works, maintenance works and electrical works, the authorities competent to accord administrative sanction and technical sanction shall unless the Government has stipulated that the sanction of some other authority is required for a particular scheme or particular Fund or above a particular limit, be as specified in Tables I, II, III, IV and V.

TABLE – I
**I. ORIGINAL WORKS
VILLAGE PANCHAYAT**

Estimate value (1)	Authority to accord administrative sanction (2)	Authority to accord technical sanction (3)
1. Estimate costing upto rupees one lakh.	Village Panchayat	(i) Upto rupees fifty thousand Block Engineer or Assistant Engineer (R.D) (ii) More than rupees fifty thousand but not more than rupees one lakh Assistant Executive Engineer (R.D)
2. Estimate costing more than rupees one lakh.	District Collector / Inspector	(i) Upto rupees three lakhs Assistant Executive Engineer (R.D) (ii) More than rupees three lakhs but not more than rupees six lakhs Executive Engineer (R.D) (iii) More than rupees six lakhs Superintending Engineer (R.D)

TABLE – II
PANCHAYAT UNION

Estimate value (1)	Authority to accord administrative sanction (2)	Authority to accord technical sanction (3)
1. Estimate costing upto rupees five lakhs.	Panchayat Union Council	(i) Upto rupees fifty thousand Block Engineer (or) Assistant Engineer (R.D) (ii) More than rupees fifty thousand but not more than rupees three lakhs Assistant Executive Engineer (R.D) (iii) More than rupees three lakhs but not more than rupees five lakhs than Executive Engineer (R.D)
2. Estimate costing more than rupees five lakhs but not more than rupees ten lakhs.	District Collector / Inspector	More than rupees five lakhs but not more than rupees ten lakhs Executive Engineer(R.D)
3. Estimate costing more than rupees ten lakhs but not more than rupees one crore.	Director of Rural Development	More than rupees ten lakhs but not more than rupees one crore Superintending Engineer (R.D)
4. More than rupees one crore.	Government	Superintending Engineer (R.D)

TABLE - III
DISTRICT PANCHAYAT

Estimate value (1)	Authority to accord administrative sanction (2)	Authority to accord technical sanction (3)
1. Estimate costing upto rupees Ten lakhs.	District Panchayat	i Upto rupees fifty thousand Block Engineer (or) Assistant Engineer (R.D) i More than rupees fifty thousand but not more than rupees three lakhs Assistant Executive Engineer (R.D) i More than rupees three lakhs but not more than rupees ten lakhs Executive Engineer (R.D) More than rupees ten lakhs Superintending Engineer(R.D)
2. Estimate costing more than rupees ten lakhs but not more than rupees twenty-five lakhs.	District Collector / Inspector	Superintending Engineer
3. Estimate costing more than rupees twenty-five lakhs but not more than rupees one crore.	Director of Rural Development	Superintending Engineer (R.D)
4. Estimate costing more than rupees one crore.	Government	

TABLE - IV
II - Maintenance Works

Nature of Estimate 1	Authority to accord administrative sanction 2	Authority to accord technical sanction 3
1. Estimate costing not more than rupees ten thousand.	(i) Village Panchayat, (2) Panchayat Union Council. (3) District Panchayat, as the case may be, in respect of works vested in it.	Block Engineer or Assistant Engineer (R.D)
2. Estimate costing more than rupees ten thousand but not more than rupees fifty thousand	(i) Village Panchayat, (i) Panchayat Union Council. (ii) District Panchayat, as the case may be, in respect of works vested in it.	Assistant Executive Engineer(RD)
3. Estimate costing more than rupees fifty thousand but not more than rupees two lakhs.	(i) Village Panchayat, viii. Panchayat Union Council. ix. District Panchayat, as the case may be, in respect of works vested in it.	Executive Engineer (R.D)
4. Estimate costing more (R.D) than rupees two lakhs.	(i) Village Panchayat, (ii) Panchayat Union Council. (4) District Panchayat, as the case may be, in respect of works vested in it	Superintending Engineer

TABLE – V
III - Electrical works

Estimate value 1	Authority to accord administrative sanction 2	Authority to accord technical sanction 3
1. Estimate costing not more than rupees ten thousand.	(i) Village Panchayat, (ii) Panchayat Union Council. (iii) District Panchayat, as the case may be, in respect of works vested in it.	Block Engineer or Assistant Engineer(R.D)
2. Estimate costing more than rupees ten thousand but not more than rupees twenty-five thousand	(i) Village Panchayat, (ii) Panchayat Union Council. (iii) District Panchayat, as the case may be, in respect of works vested in it.	Assistant Executive Engineer (R.D)
6 Estimate costing more than rupees twenty-five thousand but not more than rupees fifty thousand.	(v) Village Panchayat, (vi) Panchayat Union Council. (vii) District Panchayat, as the case may be, in respect of works vested in it.	Executive Engineer (R.D)
7 Estimate costing more than rupees fifty thousand.	i i Panchayat Union Council. i District Panchayat, as the case may be, in respect of works vested in it.	Village Panchayat, Superintending Engineer (R.D)

6. Measurement and check-measurement of works executed by Village Panchayat, Panchayat Union and District Panchayat - (1) The authorities competent to measure and check-measure all works done or materials supplied whether by contract or by departmental agency shall be as specified in the Table below:—

THE TABLE

Name of work (1)	Measuring Officer (2)	Check-measuring Officer (3)
1. All public works (original, maintenance and electrical works) costing not more than rupees fifty thousand.	Panchayat Union Overseer	Block Engineer or Assistant Engineer (R.D)
2. All public works (original, maintenance and electrical works) costing more than rupees fifty thousand.	Block Engineer or Assistant Engineer (R.D)	Assistant Executive Engineer (R.D)

v The Assistant Executive Engineer (Rural Development) shall also super-check not less than twenty-five percent of works costing below rupees fifty thousand check-measured by Block Engineer or Assistant Engineer (Rural Development).

vi The Assistant Executive Engineer (Rural Development) shall check-measure the measurement of works in respect of the first and the final bills for works costing more than rupees fifty thousand and countersign all other intermediate bills after table check, that is after the scrutiny of the calculation and the correctness of the rates adopted. They shall, at the time of the table check of the intermediate bills, invariably examine whether any of the measurements in respect of any work should personally be check-measured by them in view either (i) of the nature and importance of the portion of the work to which the bill relates; or (ii) of the large amount involved, if they consider that such personal check-measurements are necessary, they shall carry out such check-measurements.

vii The Executive Engineer (Rural Development) shall also check at least one of the important works check-measured by the Assistant Executive Engineer (Rural Development) in each Panchayat Union every year. The Executive Engineer (Rural Development) shall also check some of the works check-measured by the Assistant Executive Engineer (Rural Development) in respect of the works executed by the Village Panchayats and District Panchayats.

7. Authorities competent to pass excesses over original estimates - The Authorities competent to pass excesses over original estimates are as specified in the Table below:—

THE TABLE

Estimate Value (1)	Authority (2)	Powers (3)
1. Upto rupees fifty thousand.	Assistant Executive Engineer (R.D)	Without any excess over technical sanction estimate.
	Executive Engineer (R.D)	With five per cent excess over technical sanction estimate.
	Superintending Engineer (R.D)	With ten per cent excess over technical sanction estimate.
	Government	More than ten per cent excess over technical sanction estimate.
2. More than rupees fifty thousand but not more than rupees three lakhs	Executive Engineer (R.D)	With five per cent excess over technical sanction estimate.
	Superintending Engineer (R.D)	With ten per cent excess over technical sanction estimate.
	Government	More than ten per cent excess over technical sanction estimate.
3. More than rupees three lakhs but not more than rupees five lakhs	Superintending Engineer (R.D)	With ten per cent excess over technical sanction estimate.
	Government	More than ten per cent excess over technical sanction estimate.
4. Exceeding rupees five lakhs	Government	More than ten per cent excess over technical sanction estimate.

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8. Mode of conditions of Contracts —(1) Tenders shall be called for in respect of every work which is to be executed by or on behalf of Village Panchayat, Panchayat Union Council, District Panchayat, as the case may be, on contract and the value of the amount of which is rupees five thousand and above. Any work, the estimated cost of which does not exceed rupees five thousand may be entrusted to a Village Panchayat within a Panchayat Union and District Panchayat without calling for Tenders at rates not exceeding estimate rates.

(2) In respect of works, the value or amount of which is rupees five thousand and above, Village Panchayat, Panchayat Union Council and District Panchayat, as the case may be, may dispense with the calling of Tenders in the following cases and entrust the work at rates not exceeding estimate rates:-

v In the case of any work entrusted for execution for the rates not exceeding annual maintenance contract fixed by the Government specifically for this purpose;

v In the case of a supplemental maintenance work relating to road which is found necessary after the annual maintenance contract for that road has been settled, if the contract amount of the supplemental maintenance work does not exceed fifty per cent of the amount of the original maintenance amount or rupees two thousand five hundred, whichever is less;

v In the case of any work to which a Village Panchayat contributes not less than twenty-five per cent of the estimate cost either from its own resources or by collecting contribution in cash from the public, the work may be entrusted to the Village Panchayat in which the work lies, if the Panchayat passes a resolution to that effect, subject to the condition that where it is not possible to collect a twenty-five per cent cash contribution in advance, the contribution amount may be deducted from the bills at a rate not exceeding twenty-five per cent of cash bill;

v in the case of any work to which sponsor contributes not less than twenty-five per cent of the estimate cost in cash if he expresses a desire to execute the work and if the Panchayat gives prior approval for entrusting it to such sponsor by passing a resolution, the work may be entrusted to such sponsor:

Provided that no part of the contribution which the Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be, may make, shall be taken credit for, to make up to the twenty-five per cent of the contribution of the sponsor:-

Provided further that the sponsor shall not entrust the execution of the works to any Contractor.

e) In the case of any work other than those referred to in clauses (a), (b), (c) and (d), the work may be entrusted to a Labour Contract Co-operative Society functioning in the Panchayat Development Block at the rates not exceeding estimate rates;

(f) Nothing contained in these Rules shall affect the mode of entrustment and execution of works under State scheme or Centrally sponsored scheme, for which specific orders on the entrustment of works are issued.

9. Dispensing with Tender — In cases not falling under Clauses (a) to (e) of Rule 8, Tenders may be dispensed with on the ground of urgency or for any other special reason to be recorded in writing by the Executive Authority or Commissioner or Secretary, as the case may be,—

x If the value or the amount of the work does not exceed rupees fifty thousand with the previous approval of the Executive Engineer (Rural Development) on the direction from the respective Inspector and Collector of the district concerned; and

xi If the value or the amount of the work exceeds rupees fifty thousand but does not exceed rupees two lakhs with the previous approval of the Superintending Engineer (Rural Development) on the direction from the Director of Rural Development.

10. Power to entrust the works without Tender — Where Tenders are not called for or are dispensed with, the Executive Authority or Commissioner or Secretary, as the case may be, shall except in cases falling under Clauses (a) to (e) of Rule 8 get the work done through a Contractor selected from the Register of Contractors at rates which shall not ordinarily exceed the sanctioned estimate rates. Where on the ground of urgency or for other special reason, it is proposed to allow rates exceeding the sanctioned estimate rates, the previous written approval of the Authority competent under these Rules to approve the acceptance of Tenders at such rates shall be obtained:

Provided that any such work may be entrusted to a person in the locality who is not a registered Contractor, but who is interested in its execution, if in the opinion of the Executive Authority or Commissioner or Secretary, as the case may be, its execution through such agency is desirable and if the value or the amount does not exceed rupees two thousand:

Provided further that the selection of Contractors for works, the value or the amount of which is rupees two thousand or less shall be made by the Block Engineer or Assistant Engineer (Rural Development):

Provided also that in cases falling under clause (c) of Rule 8, the supplemental maintenance work shall be entrusted to the Contractor for the original maintenance work at the same rates as for the original maintenance work.

11. Dispense with further call of Tender —(1) Notwithstanding anything contained in these Rules, the Executive Authority or Commissioner or Secretary, as the case may be, may upto such date as the State Government may, by general or special order specify from time to time, dispense with further call of Tenders either when no Tender is received in the first instance or only high premium Tenders which are not considered reasonable are received and are rejected—

- I. If the value or the amount of the work does not exceed rupees five lakhs with the approval of the Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be;
- II. If the value or the amount of the work exceeds rupees five lakhs but does not exceed rupees ten lakhs with the approval of the Collector of the district concerned;
- III. If the value or the amount of the work exceeds rupees ten lakhs but does not exceed rupees one crore with the approval of the Director of Rural Development; and
- IV. If the value or the amount of the work exceeds rupees one crore with the approval of the State Government.

(5) In case Tenders are not dispensed with under sub-rule (1), the Executive Authority or Commissioner or Secretary, as the case may be, may negotiate with the Tenderers in order to entrust the work to the most suitable tenderer having regard to all the local conditions and accept an offer at the rate other than specified in the Tender with the approval of the Collector of the district concerned,—

- I. If the value or the amount of the work does not exceed rupees five lakhs with the concurrence of Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be;
- II. If the value or the amount of the work exceeds rupees five lakhs but does not exceed rupees ten lakhs with the concurrence of the Collector of the district concerned;
- III. If the value or the amount of the work exceeds rupees ten lakhs and does not exceed rupees one crore with the approval of the Director of Rural Development; and
- IV. If the value of the work exceeds rupees one crore with the concurrence of the State Government.

v Register of Contractors —A Register of Contractors shall be maintained in the Village Panchayat, Panchayat Union Council and District Panchayat Offices respectively in Form I as appended to these Rules and such Register shall be treated as confidential. A copy of the Register shall be submitted annually to the Block Engineer / Assistant Engineer (Rural Development) in case of Village Panchayat and to the Executive Engineer (Rural Development) in case of Panchayat Union Council and District Panchayat, by the Executive Authority or Commissioner or Secretary, as the case may be.

vi Scrutiny of Registers —(1) The Register of Contractors shall be kept up-to-date, when submitted to the Authority under Rule 12, such Authority shall scrutinize the Register at least once in a year and sign it in token of his scrutiny. Any changes in the Register considered necessary by such

authority shall be referred by him in writing to the Executive Authority or Commissioner or Secretary, as the case may be, for orders. The Executive Authority or Commissioner or Secretary, as the case may be, shall pass orders on the changes, if any, proposed by the said Authority and shall record his reasons for the changes, if any, ordered by him. A copy of the corrections made in the Register shall be submitted to the Executive Engineer (Rural Development) concerned and shall be filed with the Register in his Office.

(2) In the remarks column of the Register, the qualifications of the Contractor, the quality and magnitude of work previously executed by him and all other relevant particulars shall be entered.

Any person desirous of being registered as a Contractor shall apply to the concerned Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be, enclosing a receipt from the Village Panchayat or Panchayat Union Council or District Panchayat Office, as the case may be, for the fee fixed by the Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be, under sub-rule (4) and stating his qualifications and previous experience.

The Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be, may fix a fee not exceeding rupees five hundred to be paid by an applicant for registration as a Contractor.

On receipt of an application under sub-rule (3), the Executive Authority or Commissioner or Secretary, as the case may be, shall refer such application to Block Engineer or Assistant Engineer (Rural Development), who shall make a full enquiry and submit the application to the Executive Authority or Commissioner or Secretary, as the case may be, with the record of the enquiry made by him and his views on rejection or recommendation in regard to the particulars mentioned in columns (4) and (5) of the Register. The Executive Authority or Commissioner or Secretary, as the case may be, shall place the details of enquiry along with the application for consideration of Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be, who shall pass orders on the application after which the same shall be entered in the Register by the Executive Authority or Commissioner or Secretary, as the case may be.

(6) The said Register and connected records shall be made available for the perusal of the Audit or supervising Officer, who shall bring to the notice of the Inspector and Superintending Engineer (Rural Development) of any material irregularities. The Superintending Engineer (Rural Development) shall cause the material irregularities to be enquired into and to place the details before the Inspector, who after giving an opportunity to the concerned Executive Authority or Commissioner or Secretary, as the case may be, shall pass order which will be binding on the respective Panchayat.

(7) The names of the Contractors may be removed from the Register of Contractors by the Executive Authority or Commissioner or Secretary, as the case may be, for any proved misconduct or for any financial incapacity or for any other reasons:

Provided that before ordering the removal of the name of any Contractor from the Register, a notice in writing shall be given to him to show cause against such removal and his explanation be obtained in writing for consideration and place the details for consideration of the Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be.

14. Tender procedure —(1) Subject to the provisions of Rule 18, Tenders in sealed covers shall be invited by the Executive Authority or Commissioner or Secretary as the case may be, in the most open public and transparent manner possible—

(a) By displaying the Tender notice in Tamil on the notice board of the Village Panchayat or Panchayat Union or District Panchayat, as the case may be, in such other places as the Executive Authority or Commissioner or Secretary, as the case may be, may direct;

(b) By sending copies of the Tender notice to the Assistant Executive Engineer (Rural Development) and Executive Engineer (Rural Development) for displaying on the notice board of their offices concerned; and

(c) by publication of the Tender notice in the District Gazette:

¹[Provided that Tender notice in respect of a work if the value of which exceeds ten lakhs rupees and does not exceed twenty-five lakhs rupees shall be published in two Tamil newspapers at the district level].

(2) Every notice published under sub-rule (1) shall state,—

- a) When and where the contract documents may be inspected;
- b) the precise form of tendering that is, whether it shall be at specified percentage below or above estimate rates, or whether definite rate issued be quoted for each item of work included in the schedule;
- c) When and where Tenders are to be submitted;
- d) When and where they are to be opened;
- e) the amount of earnest money which shall accompany the Tender and the amount and nature of security required in case the Tender is accepted; and
- f) the Authority competent to accept the Tender, reserve the right to reject any or all of the Tenders received without assigning any reason.

14. Precise form of Tender —(1) The precise form of tendering, namely, whether it shall be at specified percentage below or above the estimate rates, or whether definite rates shall be quoted for each item of work included in the schedule independently of the rates provided for in the sanctioned estimate, shall be decided by the Executive Authority or Commissioner or Secretary, as the case may be.

(2) Contractors who are required to Tender on percentage basis, may be permitted to examine the estimates for a work, but the data statement showing the actual cost of materials and the distance of the leads on which the estimate is really based shall not be shown to them nor shall it form part of the Contract documents.

16. Preparation of Contract documents —(1) Before Tenders are invited for the execution of a work on Contract, the Executive Authority or Commissioner or Secretary, as the case may be, shall prepare Contract documents which shall include—

- (i) a complete set of drawings showing the general dimensions of the proposed work and so far as necessary details of the various parts;
- (ii) a complete specification of the work to be done and of the materials to be used as approved by the Director of Rural Development unless reference can be made to some standard specifications;
- (iii) a schedule of the quantities of the various descriptions of the work; and
- (iv) a set of conditions of Contract to be complied with by the Tenderer in case his Tender is accepted.

(2) The draft Tender schedule and Tender conditions shall be got approved from the Technical Authority concerned competent to accord sanction of estimate before calling for Tenders.

22. Valid Tenders.—No Tender shall ordinarily be treated as valid unless it is accompanied either by the earnest money specified in the Tender notice or by a receipt in token of the party having remitted the amount of the earnest money into the Panchayat Office concerned. A separate list of all sums deposited as earnest money shall be maintained under the signature of the Officer opening the Tender.

23. Tender from the register, Contractors —Only Tenders from the registered Contractors shall be considered. This condition shall not be enforced in the case of capital works the value or amount of which exceeds rupees fifty thousand in the case of steel work, or in cases in which the Assistant Engineer (Rural Development) or Block Engineer certifies that the work, requires the use of special plant of materials and specially trained labourer and that Tenders from un-registered Contractors may be considered. In the case of capital works, the value or amount of which exceeds rupees fifty thousand, Tenders from engineering Firms of standing and from Contractors registered in or outside the Village Panchayat or Panchayat Union or District Panchayat area for such capital works may be considered. A Tender Register shall be maintained in the Village Panchayat, Panchayat Union and District Panchayat Offices respectively in **Form II** as appended to these Rules and such Register shall be treated as confidential.

19. Earnest Money Deposit — The amount of earnest money to be deposited shall be as specified in Tender notice. In case of the Contractors failing to furnish the required security within the appointed time after the acceptance of his Tender or until the sums due to him form a sufficient guarantee, or fails to execute the work as per the agreement, the earnest money deposit shall be forfeited.

20. Opening of sealed Tender cover — The Executive Authority or Commissioner or Secretary, as the case may be, or any responsible official authorized by him in this behalf shall, at the time and place specified for the purpose, open the sealed covers containing the Tender in the presence of two officials in that office in addition to the presence of such of the Tenderers or their authorized agents as may be present. Until the sealed covers containing Tenders are so opened, they shall be kept in the personal custody of the Executive Authority or Commissioner or Secretary or of a such official as may be authorised by him in that behalf. On opening the Tenders, the Executive Authority or Commissioner or Secretary, as the case may be, or the Official authorized by him to open the Tenders shall initial all corrections in each Tender which may have been made by the Tenderer and attested by him. If there are corrections in the Tender un-attested by the Tenderer a note of such corrections shall be made on the Tender itself when it is opened. The Executive Authority or Commissioner or Secretary, as the case may be, or the official authorized by him to open the Tenders, shall enter the total number of Tenders received in the Tender Register against each work.

21. Tender Register.—(1) After the Tenders are opened, they shall be tabulated and posted in a Tender Register maintained in the Village Panchayat or Panchayat Union or District Panchayat Office, as the case may be, in **Form II** appended to these Rules. The Executive Authority or Commissioner or Secretary, as the case may be, shall scrutinize the entries in the Register and certify that the tabulation is correct with reference to the original Tenders which shall be preserved and made available for the purpose of Audit.

(2) A Contractor who withdraws his Tender after the acceptance of Tender by competent Authority without valid reasons to be decided by the Executive Authority or Commissioner or Secretary, as the case may be, shall be liable to have his name removed from the Register of Contractors for a period ranging from one to five years. The orders of Executive Authority or Commissioner or Secretary, as the case may be, removing the name of the Contractor from such register shall be communicated to the Contractor concerned by the Executive Authority or Commissioner or Secretary, as the case may be. An appeal shall lie to the Superintending Engineer (Rural Development) against the order of the Executive Authority or Commissioner or Secretary, as the case may be. Such appeal shall be preferred through the Block Engineer or Assistant Engineer (Rural Development)

and the Executive Authority or Commissioner or Secretary, as the case may be and the Executive Engineer (Rural Development), within seven days from the date of receipt by the Contractor of the orders of the Executive Authority or Commissioner or Secretary, as the case may be. The orders of the Superintending Engineer (Rural Development) on such appeal shall be final.

22. Acceptance of Tender —(1) The lowest Tender shall be accepted. Where it is considered undesirable to accept the lowest Tender, the reasons shall be clearly recorded in writing by the Authority competent to accept the Tender and the case shall be disposed of in the manner specified in Rules 23 and 24.

- a) Where the capacity for the work and the integrity of a Tenderer are not known, his Tender need not necessarily be rejected. Such additional security not exceeding ten per cent of the contract amount as the Authority competent to accept the Tender considers necessary shall, however be taken from the Tenderer if the circumstances warrant such a course.
- b) Where the lowest Tender is rejected, the next lowest Tender shall be considered. If it is considered undesirable to accept that Tender also, the next highest Tender shall be considered. In every case of rejection of a Tender under this sub-rule, the reasons therefore shall be recorded in writing by the Authority competent to accept Tenders.
- c) In no case shall a Tender be accepted at rates other than those specified in the Tenders. In cases, where the Authority competent to accept the Tender considers the rate for certain items are pitched too high in the lowest Tender, he may negotiate with the above Tenderer with the approval of the next superior Authority and secure reasonable rates for those items without higher Authority's sanction.
- d) There shall be no avoidable delay in the disposal of Tenders after they are opened. In cases, where the Executive Authority or Commissioner or Secretary, as the case may be, is competent to dispose of Tenders without obtaining concurrence of others, the Executive Authority or Commissioner or Secretary, as the case may be, shall do so ordinarily within a week of the date on which they are opened and in any case within a period not exceeding one month. In other cases, no Tenders shall remain undisposed of for a period exceeding two months from the date on which they are opened.

23. Passing of orders — The Executive Authority or Commissioner or Secretary, as the case may be, with the approval of the Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be, shall pass orders in accordance with the provisions of Rule 22 in the case of works the value or the amount of which does not exceed estimate rate. If the lowest Tender is not accepted and the person making such a Tender is a person competent according to the Register of Contractors to execute the works, the matter shall be referred to

the Executive Engineer (Rural Development) concerned and the decision of the Executive Engineer (Rural Development) shall be final. The reference and the order thereon shall contain clear and convincing reasons for not accepting the lowest Tender.

24. Exceeding the estimate amount —In the case of works the value or the amount of work which exceeds the estimate amount the Tender shall be settled after obtaining concurrence from the Authority competent to sanction or as specified in Rule 25.

25. Acceptance of Tender for special reasons —Tenders which exceed the estimated rate or amount shall not ordinarily be accepted. Where on the ground of urgency or for other special reasons, if it is proposed to accept such Tenders, the previous approval of the Authority specified in column (2) of the Table below shall be obtained:—

THE TABLE

Value or the amount of the work (1)	Authority (2)
1 Not exceeding rupees fifty thousand.	2 The Assistant Executive Engineer (Rural Development). If the Tender rate exceeds the estimate rate by not more than three per cent.
	3 The Executive Engineer (Rural Development), if the Tender rate exceeds the estimate rate by three per cent but not more than five per cent.
	4 The Superintending Engineer (Rural Development), if the Tender rate exceeds the estimate rate by five per cent but not more than fifteen per cent.
	5 State Government, if the Tender rate exceeds the estimate rate by more than fifteen per cent.
2 Exceeding rupees fifty thousand but not exceeding rupees three lakhs	(a) Executive Engineer (Rural Development), if the Tender rate exceeds the estimate rate by not more than five per cent.
	(b) Superintending Engineer (Rural Development), if the Tender rate exceeds the estimate rate by more than five per cent but not more than fifteen per cent.
	(c) State Government, if the Tender rate exceeds the estimate rate by more than fifteen per cent.
3 Exceeding rupees three lakhs but not exceeding rupees five lakhs	(a) Superintending Engineer (Rural Development), if the Tender rate exceeds the estimate rate by not more than fifteen per cent.
	(b) State Government, if the Tender rate exceeds the estimate rate by more than fifteen per cent.
4 Exceeding rupees five lakhs.	State Government.

26. Transparent execution of works.—(1) All works executed by the respective Panchayats shall be placed before the Village Panchayat, Panchayat Union Council and District Panchayat, as the case may be, and necessary follow-up action taken.

(2) A display board on each work exceeding rupees fifty thousand executed by the Contractor or otherwise in Village Panchayat, Panchayat Union or District Panchayat, as the case may be, shall be placed at the work site by the Contractor or the Executor executing the works at his cost as part of the work contracted with the following details:—(a) Name of the Scheme; (b) Name of the work (including year of sanction); (c) Estimate value; (d) Name of the contractor; (e) Date of commencement of work and (f) Date of completion of work.

APPENDIX
FORM I
REGISTER OF CONTRACTORS
[See rule 12]

S. No.	Name of the Contractor	Address	Money limit of subsisting contracts which can be safely entrusted to him for execution at any one time in the course of one year.	Whether fit for supply of material only or for road works or for masonry works or all works in general	Number and date of the challan in which the fee for registration was paid	Remarks.
(1)	(2)	(3)	(4)	(5)	(6)	(7)

FORM II
Tender Register
[See rules 18 and 21]

S. No.	Name of the Tenderer	Whether registered Contractor or not and if registered the serial number in the Register of Contractors	Tender per centage	Amount of deposit	Engineer's recommendations	Orders of the Authority competent to accept the Tender.
(1)	(2)	(3)	(4)	(5)	(6)	(7)

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

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Government of Tamil Nadu
2009



MANUSCRIPT SERIES

FINANCE (SALARIES) DEPARTMENT

11.iii) G.O. No.392, dated 18th August, 2009

(Aavani 2, Thiruvalluvar Aandu 2040)

Tamil Nadu Transparency in Tenders Rules,2000 – Tender Advertisements – Guidelines to be followed while publishing advertisements – Enhancement of the limit of low value procurement – Amendment to the Rules – Orders – Issued.

Read the following :-

- (1) G.O.Ms.No.764, Public Department, dated 26.3.1980.
- (2) G.O.Ms.No.617, Public Works Department, dated 16.3.1990.
- (3) G.O.Ms.No.140, Information & Tourism Department, dated 06.08.1996.
- (4) G.O.Ms.No.290, Information & Tourism Department, dated 12.12.1997.
- (5) G.O.Ms.No.490, Finance(Salaries) Department, dated 11.9.1998.
- (6) G.O.Ms.No.108, Information & Tourism Department, dated 8.5.1999.
- (7) G.O Ms.No.452, Finance (Salaries) Department, dated 16.11.2001

* *

ORDER No.392, Finance (SALARIES) Department, dated 18th August 2009.

In the Government Orders first to sixth read above, norms for publishing tender notices in newspapers by Government Departments and Government Organisations have been prescribed.

2. At present, the notices inviting tenders are published in newspapers in accordance with the orders issued in the Government Order sixth read above. It is considered that the limits prescribed in the Government Order sixth read above, are outdated, as they have been prescribed ten years back when the cost of inputs and value of procurement was low. Hence, it is proposed that a new set of rules can be prescribed which will apply to the various tender inviting departments, Boards, Public Sector Undertakings and other organisations presently covered under the Tamil Nadu Transparency in Tenders Act,1998(Tamil Nadu Act 43 of 1998) and the Tamil Nadu Transparency in Tenders Rules,2000.

3. Government hereby orders that the revised financial limits for advertising tender notices in various newspapers will be as follows:-

Construction

Sl. No.	Estimated value of work	Number of Dailies and Editions in which advertisements are to be issued.
(a)	Rs.25 lakhs to Rs.1 crore	Advertisements in <i>Two Tamil Dailies</i> . (District-level editions only).
(b)	Above Rs.1 crore to Rs. 5 crores	Advertisements in <i>Two Tamil Dailies</i> . (All editions in Tamil Nadu)
(c)	Above Rs.5 crores to Rs.50 crores.	Advertisements in <i>One English Daily</i> (All India edition) and <i>One Tamil Daily</i> (All editions in Tamil Nadu).
(d)	Above Rs.50 crores.	Advertisements in <i>Two English Dailies</i> , one being a <i>Business Daily</i> (All India edition) and <i>One Tamil Daily</i> (All editions in Tamil Nadu) and <i>Indian Trade Journal</i> .

All other categories of procurement inclusive of materials, equipments, food items and consultancies for Construction

Sl. No.	Estimated value of procurement	Number of Dailies and Editions in which advertisements are to be issued.
(a)	Rs.10 lakhs to Rs.50 lakhs	Advertisements in <i>Two Tamil Dailies</i> . (All editions in Tamil Nadu)
(b)	Above Rs.50 lakhs to Rs.50 crores	Advertisements in <i>One English Daily</i> (All India edition) and <i>One Tamil Daily</i> (All editions in Tamil Nadu)
(c)	Above Rs.50 crores.	Advertisements in <i>Two English Dailies</i> , one being a <i>Business Daily</i> (All India edition) and <i>One Tamil Daily</i> (All editions in Tamil Nadu) and <i>Indian Trade Journal</i> .

The aforesaid norms will be subject to the following conditions:

- (a) In addition to the publication of the tender notices in newspapers, it shall also be published in the dedicated government website for tenders in accordance with rules already in force. All tender notices shall include the web address of this dedicated website, which at present is www.tenders.tn.gov.in.
- (b) When more than one tender is bunched in a tender notice, the highest value among the individual tenders should be considered to determine the applicable norm. The sum total of values of all individual tenders cannot be considered.
- (c) Tender Inviting Authorities, in their communication to the Director of Information and Public Relations(DIPR) for publishing the tender notice, should clearly specify the size of the required advertisement and the Director of Information and Public Relations(DIPR) should not place advertisements in excess of the required space. The maximum size of the advertisement of the tender notice shall be 50 sq.cm for all procurements up to Rs. 5 crores and shall be 100 sq.cm for all procurements above Rs.5 crores but up to Rs.50 crores. For procurements above Rs.50 crores, there shall be no size restriction, but tender inviting authorities may, as far as possible, restrict the same to 100 sq.cm.
- (d) Tender Inviting Authorities, in their communication to the Director of Information and Public Relations(DIPR) for publishing the tender notice, should clearly specify the estimated value of procurement. In the case of civil works, value as per the detailed estimate should be adopted. In the case of other procurements, the cost projected while obtaining the administrative sanction should be adopted. In rare cases, where this is not possible like routine procurement for ongoing schemes like noon-meals, Public Distribution System(PDS), etc, the per unit price obtained in the previous tender multiplied by the quantity sought to be procured can be taken as the basis of the estimated cost.
- (e) In the case of international competitive biddings, it would be open for the tender inviting authority to give additional advertisements in more number of newspapers.
- (f) In case of procurement under externally funded projects or other funded projects, if the norms insisted upon by the funding agency require publication in more number of newspapers or a bigger size for the tender notice, the same is permissible.
- (g) The aforesaid conditions will be in addition to all other mandatory conditions under the Tamil Nadu Transparency in Tenders Act,1998 (Tamil Nadu Act 43 of 1998) and the Tamil Nadu Transparency in Tenders Rules,2000.
- (h) The aforesaid conditions apply only for procurement of goods and services and shall not apply for advertisements like those regarding regular recruitment into government service, publicity for government programmes, etc.
- (i) The expression 'Construction' in this Government order will have the same meaning as the expression 'Construction' in Section 2(a) of the Tamil Nadu Transparency in Tenders Act, 1998 (Tamil Nadu Act 43 of 1998) and shall cover all civil works including maintenance or renovation of existing structures.

4. In the Government Order seventh read above, the limit of low value procurement as mentioned in *clause (d) of section 16 of the Tamil Nadu Transparency in Tenders Act, 1998(Tamil Nadu Act 43 of 1998)*, was fixed as “less than rupees five lakhs”. As the prices of many of the procured items have increased in the past few years, and as the scale of procurement has increased, Government hereby revise the limits of low value procurement, as follows:

(a) For construction -- Less than Rs.25 lakhs

(b) All other categories of procurement inclusive of consultancies for construction --Less than Rs.10 lakhs

In addition, as per **sub-rule(1) of rule 11 of the Tamil Nadu Transparency in Tenders Rules,2000**, all procurements above Rs.10 crores which require publication in the Indian Trade Journal stands amended to the effect that publication in the Indian Trade Journal is required only *if the procurement value exceeds Rs.50 crores*.

5. In order to effect the aforesaid amendments to the Tamil Nadu Transparency in Tender Rules, 2000, the following notification will be published in the Tamil Nadu Government Gazette Extraordinary dated the 18th of August, 2009.

NOTIFICATION.

In exercise of the powers conferred by sub-section (1) of section 22 of the Tamil Nadu Transparency in Tenders Act, 1998(Tamil Nadu Act 43 of 1998), the Governor of Tamil Nadu hereby makes the following amendments to the Tamil Nadu Transparency in Tenders Rules, 2000.

2. The amendments hereby made shall come in to force on and from the 18th of August, 2009.

AMENDMENTS

In the said Rules –

in rule 11,in sub-rule (1), for the words “**ten crores**” the words “**fifty crores**” shall be substituted;

for rule 33, the following rule shall be substituted, namely:-

“33. For the purposes of clause (d) of section 16 of the Act, “low value procurement” means any procurement, which is less than rupees **twenty five lakhs** in value for construction and which is less than rupees **ten lakhs** in value for all other categories of procurement inclusive of consultancies for construction”.

(By Order of the Governor)

K.GNANADESIKAN
Principal Secretary to Government

12. கிராம ஊராட்சியின் தெருவிளக்குகள் பராமரித்தல்

12.i) Second State Finance Commission - Constitution of District Level Co-ordination Committee to sort-out issues between Local Bodies and Tamil Nadu Electricity Board

Rural Development (C2) Department

G.O. (Ms) No. 22

Dated : 1.3.2006

Read :

1. G. O. Ms. No.518, Finance (Resources) Department, dated 1.12.1999.
2. G. O. Ms. No.103, Finance (Resources) Department, dated 3.3.2000
3. G. O. Ms. No.284, Finance (FC.IV) Department dated 12.8.2002
4. G. O. Ms. No.371, Finance (FC.IV) Department, dated 11.11.2002
5. G. O. Ms. No. 98, Rural Development Department, dated 16.6. 2004
6. G. O. Ms. No.158, Rural Development (C2) Department dated 14.10.2004.
7. From the Director of Rural Development, Letter No. 104058-2004/PRI-II-I dated 31.1.2005.
8. From the Director of Rural Development, Letter No. 104058/2004/PRI-II-I dated 25.4.2005

ORDER

As per the provisions laid down in 73rd and 74th Constitutional amendments the Second State Finance Commission was constituted in the G. O. first read above to review the financial position of rural and urban local bodies in Tamil Nadu and to make its recommendations. In the G. O. second read above, the Terms of Reference to the Commission were issued in which the commission was requested to make its report available by 31.10.2001. The Commission submitted its report to Her Excellency the then Governor on 21.5.2001.

2.As per the decision taken by the High Level Committee the Finance Department has placed the action taken report on the recommendations of the Second State Finance Commission in respect of Chapter VII, VIII, X, XII (para 21.6 and 21.7 only) and XIII of the report in the Legislative Assembly on 8.5.2002. As decided by the High Level Committee, Rural Development/ Municipal Administration & Water Supply Department were also requested to prepare action taken report and issue Government Order in respect of recommendation covered in other Chapters of the report of Second State Finance Commission.

3. The Second state Finance Commission has recommended in para 14.4.1 under Chapter XII of its Report that a District level co-ordination Committee may be formed as follows to sort-out various issues relating to local bodies and Tamil Nadu Electricity Board.

1. District Collector	-	Chairman
2. Superintending Engineer Tamil Nadu Electricity Board	-	Member
3. Regional Director of Municipal Administration	-	Member
4. Assistant Director, Town Panchayats	-	Member
5. Assistant Director, Panchayats	-	Member

4. After careful consideration of the above recommendation of the Second State Finance Commission, the Government direct that a District Level Co-ordination Committee shall be formed immediately at District Level as follows:

1. District Collector	-	Chairman
2. Superintending Engineer Tamil Nadu Electricity Board	-	Member
3. Regional Director of Municipal Administration	-	Member
4. Assistant Director, Special Village Panchayats	-	Member
5. Assistant Director Panchayats	-	Member

5. The Committee shall review the following

- (v) Areas Concerning the low voltage problems and strengthening the distribution systems.
- (vi) Regularisation of fixing of meters, ensure proper functioning of the meters fixed, issue of meter cards, recording of the meter reading by the local body staff.

3. Service charge payable to the electrician for the replacement of light, spares etc., by the local bodies.

1. Issues relating to obtaining of No objection Certificate form Village Panchayats/ Municipalities/ Corporation before giving house service connections by Tamil Nadu Electricity Board.
2. Payment of professional tax by the Staff of Tamil Nadu Electricity Board.
3. Levy of charge for shifting of Electricity Board poles.
4. Levy of tract rent by the local bodies.
5. Bi- monthly reconciliation meeting between Electricity Board officials and the staff of local bodies at the Block/District level.
6. Rationalisation of service connection by clubbing nearby connection.
7. Replacement of damaged poles.
8. Ensure the prompt available of Tamil Nadu Electricity Board Service personnel for replacement of spares and lights.

6. The committee will sort out the field level problems between local bodies and Tamil Nadu Electricity Board. The committees shall meet once in a quarter (i.e) during January, April, July and October and the deliberations decision shall be sent to Government and Tamil Nadu Electricity Board within 10 days from the date of the meeting. The Assistant Director (Panchayat) shall be the convenor of the meeting of the committee.

(By order of the Governor)

SANTHA SHEELA NAIR
Secretary to Government

12.ii) கிராம ஊராட்சிகளில் உள்ள தெரு விளக்குகள் பராமரிப்பு – மின்விளக்குகளை பராமரிப்பதற்காக, தமிழ்நாடு மின்சார வாரிய மின்பாதையாளர்களுக்கு (Linemen) வழங்கப்படும் உழைப்பூதியத்தை (Remuneration) உயர்த்துதல்

ஊரக வளர்ச்சி மற்றும் ஊராட்சி (மா.அ.தி.3) துறை

அரசாணை (நிலை) எண். 55

நாள்: 14.2008

படிக்கப்பட்டவை:

(8) அரசு ஆணை (ஹ) எண்.80, ஊ.வ.(பிஐஐ) துறை, நாள் 3.4.1992.

(9) இயக்குநர், ஊரக வளர்ச்சி மற்றும் பஞ்சாயத்து ராஜ், சென்னை-15, கடித எண்.65125/07/பரா.1, நாள் 19.10.07.

ஆணை

இரண்டாவது மாநில நிதிக்குழு ஆலோசனைப்படி, தமிழ்நாடு மின்சார வாரியம் பரிசீலித்து, பரிந்துரைந்த கட்டணம் 15 மடங்கு அதிகமாக இருப்பதால், கிராம ஊராட்சிகளுக்கு அதிக நிதி சுமை ஏற்படும் என்பதாலும், இயக்குநர், ஊரக வளர்ச்சி மற்றும் பஞ்சாயத்து ராஜ் அவர்கள் கீழே குறிப்பிட்டுள்ளவாறு மின்பாதையாளர்களுக்கு 10 மடங்கு உழைப்பூதியத்தினை நிர்ணயிக்கலாம் என்றும் இதனால் ஏற்படும் செலவினத்தை கிராம ஊராட்சி நிதிக் கணக்கு எண்.1 ல் செலவழிக்க அனுமதிக்கலாம் என்றும் தெரிவித்துள்ளார்.

வ. எண்.	விவரம்	தற்போது உள்ள கட்டணம் ரூ.	உயர்த்த உத்தேசிக்கப்பட்ட கட்டணம் ரூ.
1.	இன்கேன்டசென்ட் வகையான விளக்கு (Incandescent bulb) மாற்றுவதற்கு	0.50	5.00
2.	குழல் விளக்கு, சோடியம் வேப்பர் விளக்கு, சோக்குகள், ஸ்டாட்டர்கள் மற்றும் கன்டன்சர்கள் மாற்றுவதற்கு	2.00	20.00

2. ஊரக வளர்ச்சி மற்றும் பஞ்சாயத்து ராஜ் இயக்குநரின் கருத்துருவை அரசு கவனமாக பரிசீலனை செய்தது. அதன்படி கிராம ஊராட்சிகளில் மின்விளக்குகள் மற்றும் இதரபாகங்களை மாற்றுவதற்கு தமிழ்நாடு மின்சார வாரிய மின்பாதையாளர்களுக்கு (Linemen) வழங்கப்படும் உழைப்பூதியத்தினை (Remuneration) கீழ்க்கண்டவாறு உயர்த்தி நிர்ணயித்து அரசு ஆணையிடுகிறது.

கிராம ஊராட்சி நிர்வாகம் தொடர்பான முக்கிய அரசாணைகள் தொகுப்பு

1. இன்கேன்டசென்ட் வகையான விளக்கு மாற்றுவதற்கு ரூ.5/-
(For changing incandescent bulb) (ரூபாய் ஐந்து மட்டும்)
2. குழல்விளக்கு மற்றும் சோடியம் வேப்பர் விளக்கு மாற்றுவதற்கு ரூ.20/-
(For changing Tubelights, Sodium Vapour Lamps) (ரூபாய் இருபது மட்டும்)
3. சோக்குகள், ஸ்டாட்டர்கள் மற்றும் கன்டென்சர்கள் மாற்றுவதற்கு ரூ.10/-
(For changing Chokes, Starters and Condensers) (ரூபாய் பத்து மட்டும்)

இதனால் ஏற்படும் செலவினம் கிராம ஊராட்சி நிதிக் கணக்கு எண். 1 லிருந்து செலவு செய்ய அனுமதி வழங்கப்படுகின்றது. உயர்த்தப்பட்ட இந்த உழைப்பூதியம், இந்த ஆணை வெளியிடப்படும் நாளிலிருந்து நடைமுறைக்கு வருகிறது.

3. இவ்வரசாணை நிதித்துறை அ.சா.கு.715/FS/P/08 நாள் 3.3.08 இசைவுடன் வெளியிடப்படுகின்றது.

(ஆளுநரின் ஆணைப்படி)

க.அஷோக் வர்தன் ஷெட்டி
சிறப்பு ஆணையர் மற்றும் அரசு செயலாளர்

12. iii). ஒரு புதிய மின்கம்பம் அமைக்க நிலையான கட்டணம் ரூ. 9,500/- நிர்ணயித்தல்

ஊரக வளர்ச்சி (ம) ஊராட்சி (மாஅதி.3) துறை

அரசாணை (நிலை) எண். 111

நாள் : 26.6.2007

படிக்க :

(10) இயக்குநர், ஊ.வ.(ம) ஊ.கடித ந.க. எண். 31804/07/PR13.3, நாள் 24.4.2007.

(11) தலைவர், தமிழ்நாடு மின்சார வாரியம். SE/RE&I(D)/EE/RE/F/St. light/D.894/07, dated 22.5.07.

மாண்புமிகு ஊரக வளர்ச்சி மற்றும் உள்ளாட்சித் துறை அமைச்சர் அவர்கள், 12-4-2007 அன்று சட்டமன்ற பேரவையில் மானியக் கோரிக்கையின் போது, உள்ளாட்சி அமைப்புகளுக்கும், மின்சார வாரியத்திற்கும் தொடர்புடைய சில பிரச்சனைகளை தீர்ப்பதற்கான கீழ்க்கண்ட அறிவிப்புகளை வெளியிட்டார்கள்.

- i) கடந்த ஆட்சியில் தெரு விளக்கு விரிவாக்கப் பணிகளுக்கு ஒவ்வொரு பணிக்கும் தனித்தனி மதிப்பீடுகள் தயார் செய்யும் முறை அறிமுகப்படுத்தப்பட்டதால் புதிய மின்கம்பங்கள் அமைக்க அதிக செலவினமும், கால தாமதமும் ஏற்பட்டது. இந்நிலையை மாற்றி 13.3.2007 முதல் இப்பணிகளுக்கு நிலையான கட்டணமாக ஒரு மின்கம்பத்திற்கு ரூ. 9,500 என நிர்ணயிக்கப்படும்.
- ii) உள்ளாட்சி அமைப்புகள் மின்வாரியத்திற்கு செலுத்த வேண்டிய நிலுவைக் கட்டணத்தின் மீது விதிக்கப்படும் அபராத வரி 13.3.2007 முதல் 12 சதவீதத்திலிருந்து 6 சதவீதமாக குறைக்கப்படுவதோடு, அதற்கு முன்புள்ள காலத்திற்கான நிலுவையாக உள்ள அனைத்து அபராத வரித் தொகையினையும் தள்ளுபடி செய்யப்படும்.

9. மின்கட்டணங்களுக்கான கேட்பு பெறப்பட்ட நாளிலிருந்து 20 நாட்களுக்குள், உள்ளாட்சி அமைப்புகள், முழுத் தொகையினையும் செலுத்திட வேண்டுமென்ற கால அளவை 13.3.2007 முதல் 60 நாட்களாக அதிகரிக்கப்படும்.

10. உள்ளாட்சி அமைப்புகளிலுள்ள அனைத்து மின் இணைப்புகளுக்கும் மீட்டர் பொறுத்துவதற்கும், ஒவ்வொரு மின்கட்டண பட்டியல் வழங்கும் போதும் ஆரம்ப மற்றும் இறுதி மீட்டர் அளவுகளை பதிவு செய்து முறையான பட்டியல் வழங்கப்படும்.

11. தமிழ்நாடு மின்சார வாரியம் கிராம உள்ளாட்சிகளுக்கு தற்போது வழங்கப்படும் மின்கட்டணம் ரூ. 3.40லிருந்து ரூ. 3.00 ஆகவும், நகர்புற ஊராட்சிகளுக்கு ஒரு யுனிட் ரூ.3.50லிருந்து ரூ.3.30 ஆகவும் 12.4.07 முதல் குறைக்கப்படுகிறது. இந்த மின் கட்டண குறைப்பு தமிழ்நாடு குடிநீர் வழங்கல் மற்றும் கழிவுநீரகற்று வாரியம், மற்றும் சென்னை பெருநகர குடிநீர் வாரியத்திற்கும் பொருந்தும்.

3. மேலே (ii) முதல் (v) வரை உள்ள அறிவிப்புகள் எரிச்சக்தி துறையினை சார்ந்ததால், அத்துறையால் மேற்கண்ட அறிவிப்புகள் குறித்து தக்க ஆணைகள் வெளியிடப்படும்.

4. படிக்கப்பட்டவை ஒன்றில் உள்ள கடிதத்தில் அறிவிப்பு எண் (i)க்கான கருத்துருவை ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநர் அரசுக்கு அனுப்பியுள்ளார். அவர் தமது கருத்துருவில் தெருவிளக்கு விரிவாக்க பணிகளுக்கு புதிய மின்கம்பங்கள் அமைக்க தமிழ்நாடு மின்சார வாரியத்திற்கு நிலையான கட்டணமாக ஒரு மின்கம்பத்திற்கு ரூ. 7,800/- என நிர்ணயித்து மாநிலத்தின் அனைத்து மாவட்டங்களுக்கும் 1999ம் ஆண்டு முதல் செயல்படுத்த அரசு ஆணையிட்டது என்றும் இத்திட்டம் 2001 வரை நடைமுறையில் இருந்து வந்தது என்றும் தெரிவித்துள்ளார். மாநில நிதி குழு பரிந்துரைப்படி 2003-04 ஆண்டு முதல் மாவட்ட ஆட்சியர் வளர்ச்சி நிதியினை பயன்படுத்தி தெருவிளக்கு மின்கம்பங்கள் அமைப்பதில் நிலையான கட்டணத்தை செயல்படுத்தாமல் அவ்வப்போது நிர்ணயித்து செயல்படுத்தி வந்ததாகவும், இத்திட்டத்தினால் பதிவு கட்டணத்துடன் கேட்டு பெறப்பட்ட கோரிக்கை மனுவை உரிய காலகெடுவுக்குள் வழங்கவும், தமிழ்நாடு மின்சார வாரிய அலுவலர்களால் ஒப்புதல் வழங்க இயலாததினாலும், மேலும் வைப்புநிதியை ஊராட்சிகள் காலதாமதமாக செலுத்துவதினாலும் சில பிரச்சனைகள் ஏற்படுகின்றன என்றும் இப்பிரச்சனையினை தீர்க்க தெருவிளக்கு விரிவாக்க பணிகளுக்கு மின் கம்பங்கள் அமைக்க தமிழ்நாடு மின்சார வாரியத்திற்கு நிலையான கட்டணமாக ஒரு மின்கம்பத்திற்கு ரூ. 9,500/- என 13.3.2007 முதல் நிர்ணயிக்கப்படும் என்ற அறிவிப்பிற்கிணங்க ஆணை வெளியிடுமாறு அரசை ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநர் கோரி உள்ளார்.

படிக்கப்பட்டவை 2ல் உள்ள கடிதத்தில் தமிழ்நாடு மின்சார வாரிய தலைவர் அவர்கள் இது சம்பந்தமாக கீழ்க்கண்டவாறு தனது கருத்தினை தெரிவித்துள்ளார்கள்.

தெருவிளக்கு விரிவாக்க பணிக்காக அமைக்கப்படும் ஒரு மின் கம்பத்திற்கு நிலையான கட்டணமாக ரூ.9,500/- ஆக 13.3.2007 முதல் உள்ளாட்சி அமைப்புகளிலிருந்து தமிழ்நாடு அ. மின்சார வாரியம் வசூலிக்கும்.

III. 13.3.2007க்கு முன்னர் மதிப்பீடுகள் தயார் செய்யப்பட்டு, விண்ணப்பங்கள் சமர்ப்பிக்கப்பட்ட இனங்களிலும், ஏற்கனவே உள்ளாட்சி நிறுவனங்களால் முழுதொகையும் செலுத்தப்பட்ட இனங்களுக்கும் இந்த நிலையான கட்டணம் பொருந்தாது.

இ. 13.3.2007க்கு முன்னர் பகுதி தொகை (Part payment) செலுத்தப்பட்ட இனங்கள் உள்பட பிற இனங்களில் ஒரு மின்கம்பத்திற்கு ரூ. 9,500/- என நிலையான கட்டணம் வசூலிக்கப்படும். மேலும் இது குறித்து தக்க ஆணை வெளியிடுமாறும், தமிழ்நாடு மின்சார வாரிய தலைவர் அரசை கேட்டுக்கொண்டுள்ளார்.

6. ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநரின் கருத்துருவையும் தமிழ்நாடு மின்சார வாரிய தலைவரின் கருத்தினையும் அரசு கவனமாக பரிசீலனை செய்து கீழ்க்கண்டவாறு அரசு ஆணையிடுகிறது.

அ. தெருவிளக்குகள் விரிவாக்க பணிக்காக புதிய மின் கம்பிகள் தடத்துடன் குழல் விளக்கு, மற்றும் பொருத்திகள் உடனும் அவை தேவைப்படாத இடங்களில் அவை இன்றியும் புதிதாக அமைக்கப்படும். தெருவிளக்குகளுடன் கூடிய மின்கம்பங்கள், மற்றும் தெருவிளக்கு இல்லா புதிய மின்கம்பங்கள் ஆகியவற்றிற்கு 13.3.2007 முதல் ஒவ்வொரு மின்கம்பத்திற்கும் நிலையான கட்டணமாக ரூ.9500ஐ உள்ளாட்சி அமைப்புகள் தமிழ்நாடு மின்சார வாரியத்திற்கு செலுத்த வேண்டும். இக்கட்டணம் தமிழ்நாடு மின் வாரியம் மேற்கண்ட பொருட்களை உரிய இடத்தில் கொண்டு சேர்த்து நிறுவும் செலவுகளையும் உள்ளடக்கியதாகும்.

ஆ. 13.3.2007க்கு முன்னர் விண்ணப்பங்கள் சமர்ப்பிக்கப்பட்டு அதன் பேரில் மதிப்பீடுகள் தயார் செய்யப்பட்டு அதன் விவரம் உள்ளாட்சிகளுக்கு தெரிவிக்கப்பட்ட இனங்களுக்கும் ஏற்கனவே

உள்ளாட்சி நிறுவனங்களால் இதற்கு முழுத்தொகையும் செலுத்தப்பட்ட இனங்களுக்கும் தற்போது நிர்ணயிக்கப்பட்டுள்ள இந்த நிலையான கட்டணம் பொருந்தாது. 13.3.2007க்கு முன்னர் விண்ணப்பங்கள் சமர்ப்பிக்கப்பட்டு இதுவரை அவற்றிற்கான மதிப்பீடுகள் தயாரிக்கப்பட்டு அவை உள்ளாட்சி அமைப்புகளுக்கு தெரிவிக்கப்படாத இனங்களை பொறுத்தவரை தற்போது நிர்ணயிக்கப்பட்டுள்ள இந்த நிலையான கட்டணத்தின்படி கட்டணம் வசூலிக்க வேண்டும்.

(5) 13.3.2007க்கு முன்னர் பகுதி தொகை (Part Payment) செலுத்தப்பட்ட இனங்கள் உள்பட பிற இனங்களில் ஒரு மின் கம்பத்திற்கு ரூ. 9,500/- என நிலையான கட்டணம் வசூலிக்கப்படவேண்டும்.

ix ஏற்கனவே மின் கம்பி தடம் இருந்து, ஆனால் தெருவிளக்குகள் இல்லாமல் உள்ள கம்பங்களில் புதிதாக தெரு விளக்குகளை அமைத்தல், அல்லது ஏற்கனவே உள்ள பல்புகள், குழல் விளக்குகள் போன்றவற்றிற்கு பதில் பாதரச ஆவி/சோடியம் ஆவி விளக்குகள் ஆகியவற்றை புதிதாக பொருத்துதல் போன்ற இனங்களில், சம்பந்தப்பட்ட உள்ளாட்சிகள் மேற்கண்ட உபகரணங்களை கொள்முதல் செய்து அளித்திட வேண்டும். இவ்வாறு மாற்றுவதற்காக நடைமுறையில் உள்ள ஊதியத்தை சம்பந்தப்பட்ட உள்ளாட்சிகள் மின்வாரிய பணியாளர்களுக்கு வழங்கிட வேண்டும்.

v ஊரக வளர்ச்சி மற்றும் ஊராட்சி இயக்குநர் மற்றும் தலைவர், தமிழ்நாடு மின்சார வாரியம் அவர்கள் இதுகுறித்து தேவையான தொடர் நடவடிக்கை எடுக்குமாறு கேட்டுக் கொள்ளப்படுகிறார்கள்.

v இவ்வாணை நிதித் துறை அலுவல் சார்பற்ற எண். 1800/5/07 நாள் 3.6.2007 பெற்ற இசைவுடன் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

க.அஷோக் வர்தன் ஷெட்டி
அரசு செயலாளர்

12.iv) Rationalization of Village Panchayat accounts and the procedure for operation of the accounts

Rural Development and Panchayat Raj (C4) Department

G.O. (Ms) No. 146

Dated : 17.8.2007

Read :

1. G.O. (Ms) No.92, Rural Development Department, dated 26.3.1997.
2. G.O. (Ms) No.260, Rural Development Department, dated 9.12.1998.
3. From the Director of Rural Development and Panchayat Raj, Chennai - 15, Letter Rc.No.52964/2007/PRI.1-4, dated 19.7.2007 and 28.7.2007.

ORDER

In the Government Order first read above, orders were issued for rationalisation of Village Panchayat Accounts, and the procedure for operation of the Accounts. In the said order, the following three bank accounts were prescribed to be maintained by Village Panchayats.

- (i) Village Panchayat Fund Account
- (ii) Village Panchayat Earmarked Grants Account
- (iii) Village Panchayat Scheme Fund Account

Subsequently as per the orders issued in the Government Order second read above, a fourth account in respect of deposits for water connection charges was ordered to be opened and, as such, 4 accounts are presently being operated in each Village Panchayat. In district, where the National Rural Employment Guarantee Scheme (NREGS) is in operation, a fifth account for the scheme has been opened in each Village Panchayat.

2. The Village Panchayat Fund Account consists of all the receipts of the Village Panchayat by means of house tax, profession tax, fees levied in markets etc. and the Village Panchayat Earmarked Grants Account consists of all grants to the Panchayats in the form of tied funds (other than scheme funds). These Accounts are being operated jointly by the President and the Vice-President of the Village Panchayat.

For the third account, namely Village Panchayat Scheme Fund Account, while the bank account is maintained at the Village Panchayat level and operated jointly by the President and the Vice-President, no payment can be made unless the work has been duly measured and check measured by the Engineers concerned and the bill has been holds good for the NREGS Account as well.

Weaknesses in the existing System

The following difficulties are encountered in the present system:

1) Non-payment of Current Consumption & Water Supply charges

Several instances of the State Finance Commission Grant and Central Finance Commission Grant moneys released to the Village Panchayat Earmarked Grants Account and not being used for payment of dues relating to Electricity and Water charges, but being diverted for less important purposes, thereby accumulating huge arrears, have come to the notice of the Government. In order to avoid the diversion of funds meant for CC charges and water supply maintenance, the District Collectors have been directed to deduct the current charges, payable to TNEP & TWAD Board at the district level before releasing money to the Village Panchayats. However, this has resulted in the following two anomalies:

1. TNEB has issued wrong / duplicate bills in many instances which do not get detected since the payment is made at district level without proper check by Village Panchayat Presidents concerned and
 - i the Panchayat Presidents lose their interest in ways and means to reduce power consumption as they never pay the electricity / water supply bills of their own.

2) Unauthorised Drawals

Several instances have come to the notice of the Government wherein Village Panchayat Presidents and Vice-Presidents have issued cheques for Scheme Fund works / NREGS works without the works being measured and bills being passed by the Block Development Officer (VP) concerned. Once the President and Vice-President have signed the cheques, the bankers are strictly bound to accept the cheques and are not concerned whether the Block Development Officer (VP) has authorized the cheques or not. This is a weakness in the system and instances of unauthorized drawals are more on the eve of Local Body elections.

3. Against this background, the Director of Rural Development and Panchayat Raj has submitted a proposal for revising the existing procedure for operation of Village Panchayat Accounts. The Government have examined the proposal of the Director of Rural Development and Panchayat Raj in detail and pass the following orders :

There shall be the following 3 Accounts in each Village Panchayat

(1) Village Panchayat Fund Account

The Village Panchayat Water Supply Account presently maintained as Account No. IV shall be closed and the balance amount available in the account will be taken to Village Panchayat Fund Account.

2) Village Panchayat Payments To TNEB and / Or TWAD Board Account ;

3) Village Panchayat Scheme Fund Account

In Village Panchayats where NREGS is being implemented, a fourth Account, Village Panchayats NREFS Account, will also be operated.

(1) Village Panchayat Fund Account

The receipts, which shall be credited to, the types of expenditure that can be incurred out of and the mode of operation of Village Panchayat Fund Account are described as under.

(A) Receipts

1. Revenue from all the Components as mentioned in section 188 (1) of Tamil Nadu Panchayats Act 1994.
2. State Finance Commission Grant other than the portion released to the Village Panchayat Account No.2
- (iii) Deposits received for drinking water Supply house service connections
- (iv) Water Charges and any other receipts related to drinking water supply including public contribution.

(B) Expenditure

All the day-to-day as well as urgent operations of the Village Panchayats are to be carried out through the funds taken out of the Village Panchayat Fund Account.

All the administrative expenditure, capital works, maintenance expenditure, other essential items and other duties of Village Panchayats which enable the Village Panchayats to function autonomously are to be carried out of the Village Panchayat Fund Account. Hence, the types of the expenditure that can be incurred out of Village Panchayat Fund Account are as follows :

(a). Administrative Expenditure

- (i). Sitting fee for elected representatives
- (ii). Travelling allowance for elected representatives
- (i) Pay and Allowances for Village Panchayat Employees
- (ii) Pension contribution for Village Panchayat Employees
- (iii) Purchase of Stationery
- (iv) Purchase of Forms and Registers
- (v) Building Rent
- (vi) Expenditure towards Village Panchayat funds and Festivals
- (vii) Contingency expenditure
- (viii) Interest on Loans
- (ix) Any other Administrative Expenditure Allowed from time to time

(b) Capital Expenditure

- i. Construction of Building
- ii. Formation of Roads
- iii. Construction of Bridges and Culverts
- iv. Water Supply and Sanitation works
- v. Other Capital Expenditure allowed from time to time

(c) Maintenance Expenditure

- i. Maintenance of Street lights
- ii. Maintenance of Hand pumps and power pumps
- iii. Maintenance of Village Panchayat roads
- (iv) Maintenance of Sports Centres
- iv. Maintenance of Library
- v. Maintenance of burial and burning grounds (vii) Sanitation works
- (viii) Any other Maintenance expenditure allowed from time to time

(4) Miscellaneous Expenditure

1. Repayment of Loan
2. Refund of Deposits
3. Advances repaid
4. Any other expenditure as permitted under section 191 of Tamil Nadu Panchayats Act 1994
5. Funeral Grants as permitted by the Government.

Administrative sanction for the items of expenditure of this Account shall be accorded based on the norms and conditions specified in G.O. (Ms) No.286, Dated:31.12.1999.

(C) Mode of Operation :-

The Village Panchayat Fund Account shall be jointly operated by the President and the Vice-President. In exceptional cases, where there is adversarial relationship between the President and the Vice-President, the Village Panchayat, may by a resolution authorize any member other than the Vice-President to operate the account along with the President, provided that the prior approval of the Inspector of Village Panchayats (District Collector) will be obtained for this.

2.Village Panchayat Payments of TNEB and / or TWAD Board Account :

The existing Village Panchayat “Earmarked Grants Account: shall be renamed as “Village Panchayat Payments to TNEB and / or TWAD Board Payments Account”.

(A) Receipts :

The details of receipts to be credited to the Village Panchayat payments to TNEB and / or TWAD Board Payments Account shall be;

- i Central Finance Commission Grants
- ii State Finance Commission minimum grant of Rs.3 lakhs (or such other amount as may be prescribed by Government from time to time) for each Village Panchayats.
- iii A part of State Finance Commission Grant (Other than the minimum grant) that may be released to those Village Panchayats where items No. 1 and 2 above are not sufficient to cover the payments to TNEB / TWAD Board.

(B) Expenditure

- i. Payment of electricity charges towards (a) street lights, (b) water supply systems maintained by the Village Panchayats, (c) buildings owned and maintained by the Village Panchayats and (d) other items of electricity consumption as billed to the Village Panchayats.
- ii. Service charges payable to the TWAD Board for Combined Water Supply Schemes if any.

(C) Mode of Operation

The account shall have to be operated only for the payment of electricity consumption charges to TNEB or the service charges payable to TWAD Board for the Comprehensive Water Supply Schemes if any. So all cheques from out of the above account will only be pertaining to payment to TNEB and / or TWAD Board. No self drawal will be permitted. Collectors should instruct all the concerned bank branches in writing to make suitable ledger / computer entries to ensure that payments only to TNEB / TWAD Board are honoured for cheques pertaining to this account and no self -cheques or drawals based upon withdrawal forms are permitted for this account. The words “for payments to TNEB and / or TWAD Board only” should be printed / stamped on each cheque leaf of the cheque books issued for this account.

3. Village Panchayat Schemes Fund Account:

(A) Receipts:

1. Funds received under Centrally Sponsored Schemes (other than the funds received under NREGS).
- ii Funds received under State Funded Schemes.
- iii Funds received from any other Department / Agency / Board / Corporation for implementation of the schemes as may be prescribed.

2. Expenditure:

The funds credited into the Village Panchayat Schemes Fund Account will be spent for payment of the works pertaining to the Central Schemes / State funded and other schemes as prescribed.

Mode of Operation:

The above account shall be operated by the President and Vice President of the Village Panchayats concerned. However, Collectors should instruct the concerned bank branches in writing to make suitable ledger / computer entries to honour the cheques signed by the President and Vice-President only if they are accompanied by the released orders in the form of proceedings of the B.D.O. (Village Panchayats) for the payment of works from the Village Panchayat Scheme Funds concerned. The cheque leaves should also be stamped with "To be paid only if accompanied by proceedings of the B.D.O. (Village Panchayats)" and no self-cheques or drawals based upon withdrawal forms are to be permitted for this account.

4. Village Panchayat NREGS Account (in districts where NREG Scheme is in vogue):

This account will be operated only in districts implementing NREG Scheme in Tamil Nadu.

The receipts which shall be credited to, the types of expenditure that can be incurred out of and the mode of operation of Village Panchayat NREGS Account are described as under:

(A) Receipts:

The receipts to be credited to the Village Panchayat NREGS Account shall be the funds received under NREG Scheme.

(B) Expenditure:

The funds credited into the Village Panchayat NREGS Account will be spent for payment of the works pertaining to the NREG Scheme as prescribed.

(C) Mode of Operation:

The above account shall be operated jointly by the President and Vice-President of the Village Panchayats as is done for the Village Panchayat Funds Account concerned. However, Collectors should instruct the concerned bank branches in writing to honour the cheques signed by the President and Vice-President of the Village Panchayats only if they are

accompanied by the release order in the form of proceedings of the B.D.O. (Village Panchayats) for the payment of works from the Village Panchayat NREGS Account concerned. The cheque leaves should also be stamped with "To be paid only if accompanied by proceedings of the Block Development Officer (Village Panchayats)" and no self-cheques or drawals based upon withdrawal form are to be permitted for this account.

4. All District Collectors are requested to communicate the changes introduced by this Government Order to all banks / Block Development Officer (Village Panchayats) and Village Panchayats in their District.

(By order of the Governor)

K.ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT

12.v). உள்ளாட்சி அமைப்புகளுக்கு தேவைப்படும் தெருவிளக்கு உபகரணங்கள் வாங்குதலுக்கான வழிமுறைகள்

ஊரக வளர்ச்சி துறை (தி 3) துறை

அரசாணை (நிலை) எண். 149

நாள் : 16.7.1998

படிக்க :

1. அரசாணை (நிலை) எண் 225, ஊரக வளர்ச்சி துறை நாள் 16.7.97.
2. அரசாணை (நிலை) எண் 195. நிதிதுறை , நாள் 4.5.98.
3. ஊரக வளர்ச்சி இயக்குநரின் கடித எண் 27925/98ஜி, நாள் 5.5.98.
4. பேரூராட்சிகள் இயக்குநரின் நே.மு.க எண் 5363/98/டி4. நாள் 23.5.98.
5. நகராட்சி நிர்வாக ஆணையரின் நே.மு.க எண் 72693/96/இ1, நாள் 27. 98.

ஆணை

1997-1998-ஆம் ஆண்டிற்கு உள்ளாட்சி அமைப்புகளுக்கு தேவைப்படும் தெருவிளக்கு உபகரணங்களை எந்தெந்த கம்பெனிகளிடம் வாங்குவது, எந்த விலையில் வாங்குவது என படிக்கப்பட்ட அரசு ஆணை நிலை எண் 225 ஊரக வளர்ச்சி துறை நாள் 16.7 .97 இல் அரசு ஆணையிட்டது இவ்வாணை ஒராண்டு காலத்திற்கு உரியதாகும் எனவும் தெரிவிக்கப்பட்டது. அவ்வாறு வரையறுக்கப்பட்ட காலம் 15.7. 98 உடன் முடிவடைகிறது.

2. 27.4.98 அன்று சட்டமன்ற பேரவையில் மாண்புமிகு அமைச்சர் (ஊரக வளர்ச்சி மற்றும் உள்ளாட்சி) அவர்கள் கீழ்க்கண்டவாறு அறிவிப்பினை அறிவித்தார்.

“ தெருவிளக்குப் பராமரிப்பிற்காக, ஊராட்சிகள் ஐ.எஸ்.ஐ முத்திரையுடன் கூடிய மின் பொருட்களை உள்ளூரிலேயே வாங்கிக்கொள்ள அனுமதிக்கப்படும்”

ஊரக வளர்ச்சி இயக்குநர், இதன் மீதான தானது அறிக்கையில், ஊராட்சிகளின் தேவைக்காக தெருவிளக்கு சாதனங்களை தரமான ஐ.எஸ்.ஐ / ஐ.எஸ்.ஓ முத்திரையுள்ள பொருட்களை கீழ்க்கண்ட நிபந்தனைகளுக்கு உட்பட்டு வாங்கி பயன்படுத்தலாம் என கேட்டுக் கொண்டுள்ளார்.

(vii) உள்ளாட்சி அமைப்புகளுக்கு வாங்கப்படும் தெருவிளக்கு சாதனங்கள் ஐ.எஸ்.ஐ / ஐ.எஸ்.ஓ 9000 முத்திரை கொண்டதாக இருக்க வேண்டும்.

9. அரசு ஆணை எண் 223. ஊரக வளர்ச்சிதுறை நாள் 19.2.94 ல் தெரிவித்துள்ளபடி தெரு விளக்கு சாதனங்கள் மாற்றுவதற்கான ஆணையினை சார்ந்தே பொருட்களின் தேவைகளும் இருக்க வேண்டும் (ஒரு வருடத்திற்கு இரண்டே குழல்விளக்குகள் ஒரு வருடத்திற்கு ஒரு சோக் ஒரு வருடத்திற்கு மூன்று ஸ்டார்டர்கள், சோடியம் ஆவி மற்றும் மொர்குரி ஆவி விளக்குகள் மூன்று ஆண்டுகளுக்கு இரண்டு என்ற விகிதத்திற்கு மேற்படாமல் இருத்தல் வேண்டும்,

இ) தெருவிளக்கு சாதனங்கள் வாங்க ஊராட்சி மன்றங்களில் உரிய தீர்மானங்கள் இயற்றப்பட்டு மன்ற ஒப்புதல் பெறப்பட வேண்டும் அவசரகால நடவடிக்கையாக பொருட்கள் வாங்க நேரிட்டால் அதன் பிறகு நடக்கும் முதல் மன்ற கூட்டத்தில் இதற்கான ஒப்புதல் பெறப்பட வேண்டும்.

i நகராட்சி நிர்வாக ஆணையரும், பேரூராட்சிகள் இயக்குநரும் இதே போன்ற ஒத்த கருத்தினை அரசிற்குத் தெரிவித்துள்ளார்கள்.

i அரசாணை நிலை எண் 195, நிதித்துறை நாள் 4.5.98 ல் மத்திய அரசால் ஒதுக்கீடு செய்து அனுமதிக்கப்பட்ட பொருட்களும் 19.2.97 க்கு முன்னர் தமிழ் நாட்டில் இயங்கி வந்த சிறுதொழில் நிறுவனங்களிடமிருந்து மட்டிலும் முழுவதுமாக கொள்முதல் செய்வதன் அடிப்படையில் திறந்தவெளி ஒப்பந்தப்புள்ளி மூலம் வாங்கிக் கொள்ள ஏதுவாக வகை செய்து ஆணை வெளியிடப்பட்டுள்ளது.

அரசு இவற்றை நன்கு பரிசீலித்த பின்னர் உள்ளாட்சி அமைப்புகள் அனைத்திற்கும் தெரு விளக்கு உபகரண பொருட்களை வாங்கிக்கொள்ள கீழ்கண்டவாறு ஆணையிடுகிறது.

173 உள்ளாட்சி அமைப்புகளுக்கு வாங்கப்படும் தெரு விளக்கு சாதனங்கள் ஐ.எஸ்.ஐ / ஐ.எஸ்.ஓ 9000 முத்திரை கொண்டதாக இருக்க வேண்டும். இவற்றை உள்ளூரிலேயே வாங்கிக்கொள்ள அனுமதி அளிக்கப்படுகிறது.

ஆ) அரசாணை எண் 223 ஊரக வளர்ச்சி துறை நாள் 19.12.94 ல் தெரிவித்துள்ள படி தெருவிளக்கு சாதனங்கள் மாற்றுவதற்கான ஆணையினை சார்ந்தே பொருட்களின் தேவைகளும் இருக்க வேண்டும் (ஒரு வருடத்திற்கு இரண்டு குழல்விளக்குகள்/ ஒரு வருடத்திற்கு ஒரு சோக் ஒரு வருடத்திற்கு மூன்று ஸ்டார்ட்டர்கள்/ சோடியம் ஆவி மற்றும் மெர்குரி ஆவி விளக்குகள் மூன்று ஆண்டுகளுக்கு இரண்டு என்ற விகிதத்திற்கு மேற்படாமல் மாற்றப்பட வேண்டும்).

இ) தெருவிளக்கு சாதனங்கள் வாங்க உள்ளாட்சி அமைப்புகளில் உரிய தீர்மானங்கள் இயற்றப்பட்டு மன்ற ஒப்புதல் பெறப்பட வேண்டும். அவசரகால நடவடிக்கையாக பொருட்கள் வாங்க நேரிட்டால் அதன் பிறகு நடக்கும் முதல் மன்ற கூட்டத்தில் ஒப்புதல் பெறப்பட வேண்டும்.

மேலும் உள்ளாட்சி அமைப்புகள் பெருமளவில் தெருவிளக்கு உபகரணங்களை, அதாவது விளக்குப் பொறுத்திகள் (Light Fittings) மற்றும் சோக்குகள் (Chokes) வாங்க முடிவு செய்யும்போது ரூ 1 லட்சத்திற்கோ அல்லது அதற்கு அதிகமாகவோ வாங்கும்போது திறந்த வெளி ஒப்பந்தப்புள்ளி கோருவதன் மூலமாக (Open Tender) இம்மாநிலத்தில் உள்ள சிறுதொழில் நிறுவனங்களிடமிருந்து வாங்க வேண்டும். ஆனால், ரூ 1 லட்சத்திற்குக் குறைவாக தெருவிளக்கு உபகரணங்களை கொள்முதல் செய்யும்போது ஒப்பந்த விலைப்புள்ளியை Limited Tender மூலம் பெற்று அதற்குரிய விதிமுறைகளைப் பின்பற்றி வாங்கவேண்டும். இந்த ஆணை 16.7.98 முதல் நடைமுறைக்கு வருகிறது.

6. இக்கோப்பு, சிறுதொழில் / எரிசக்தி / நகராட்சி நிர்வாகம் மற்றும் குடிநீர் வழங்கல் துறைகளின் அ.ச.கு. எண் முறையே எ.செ./98 நாள் 8.6.98 எ.செ./98 Nil/. செ/98,நாள் 10.7.98 மற்றும் நிதித்துறையின் அரசு அ.ச.கு.எண் 1551/ எஸ்,பி,இ / 98 /1, நாள் 16.7.98 இசைவு மூலம் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

12.vi). Buildings constructed by RD & PR Department and used by other Departments – Grant of NOC for applying to TNEB for electricity connection

Rural Development and Panchayat Raj (SGS-I) Department

G.O. (Ms) No. 206

Dated : 31.12.2007

Read :

- i. Government Letter No.36657/SGS-IV/2007-1, dated 22.11.07
- ii. From the DRD & PR D.O. Letter No.86993/2007,PRI 1(1) dated 10.12.2007

ORDER

In his letter second read above, the Director of Rural Development and Panchayat Raj has stated that various categories of buildings are constructed by Rural Development and Panchayat Raj Department through Centrally sponsored & State funded schemes, for usage by the rural local bodies including Panchayat offices, Library Buildings and Community Halls. The electrification and payment of current consumption charges for such buildings is the responsibility of the rural Local Body concerned. The buildings used by other departments include School Buildings, PDS Shops, Noon Meal Centers, VAO office buildings, Health Sub Centres, Kitchen Sheds, Milk producers' Co-operative Society buildings, etc. The electrification and payment of current consumption charges for such buildings should be the responsibility of the user department concerned on the 'user should pay' principle. Only then, the user department will bring in economy in the usage of electricity. The Village Panchayats and Panchayat Unions are predominantly not in financially strong position to pay for the current charges of the buildings used by other departments. He has further stated that Government have permitted Co-operative Societies and the Tamil Nadu Civil Supplies Corporation to undertake the necessary internal wiring in the PDS Shop buildings constructed by Rural Development and Panchayat Raj Department, and may apply to Tamil Nadu Electricity Board for electricity connection in their name and at their own expense and also pay the recurring current charges for such electricity connections from out of their own funds without any financial commitment to the Village Panchayats. The Director of Rural Development and Panchayat Raj has therefore requested the Government orders on the same lines that all departments which use the buildings constructed by Rural Development and

Panchayat Raj (School buildings, Noon Meal Centers, VAO Office buildings, Health Sub Centers, Kitchen sheds, Milk Producers Co-operative Society buildings, etc.,) may be requested to provide internal wiring for such buildings and apply to the Tamil Nadu Electricity Board for electricity connection in their name and at their expense and also pay the recurring current charges for such electricity connection from out of their own funds without any financial commitment to the Village Panchayats. The Director of Rural Development and Panchayat Raj has also requested the Government to issue a blanket 'No Objection Certificate' in this regard.

2. The Government have examined the proposal of the Director of Rural Development and Panchayat Raj carefully and issue the following orders:-

A blanket 'No Objection Certificate' is hereby granted to all user Departments to do internal electrical wiring in the existing buildings constructed by Rural Development and Panchayat Raj Department but used by other Departments and to apply for electricity connection to TNEB after paying the necessary deposits and charges. The user Departments shall pay the recurring current consumption charges to TNEB. There shall not be any financial commitment to the rural Local Bodies whatsoever.

For future buildings, Rural Development and Panchayat Raj Department shall endeavour to provide the internal electrical wiring also before handing over the same to user departments. The other conditions listed above shall hold good.

(By order of the Governor)

K.ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT

12.viii) Quarterly special drive in the maintenance of street lights and Water Supply in Local Bodies

Rural Development (P3) Department

G.O. (Ms) No. 241

Dated : 22.11.1999

Read :

1. G.O. (Ms) No. 223, Rural Development (P3) Department Dated: 19.12.94.
2. G.O. (D) No. 454 Municipal Administration & Water Supply (DMC) Department Dated: 22.8.95.
3. G.O. (Ms) No. 212, Rural Development (P3) Department Dated: 11.10.96.
4. G.O. (Ms) No. 159, Rural Development (P3) Department Dated: 15.5.97.
5. G.O. (Ms) No. 199, Rural Development (P3) Department Dated: 12.6.97.
6. G.O. (Ms) No. 225, Rural Development (P3) Department Dated: 16.7.97.
7. G.O. (Ms) No. 84, Rural Development (P3) Department Dated: 5.5.98.
8. G.O. (Ms) No. 149, Rural Development (P3) Department Dated: 16.7.98.

ORDER

The Government in the Government Orders read above issued various orders / instructions for the energisation, maintenance of street lights and also to providing drinking water supply under combined water supply scheme in local bodies in (i.e., in Urban and Rural Areas) and maintenance of hand pumps and power pumps by rural local bodies. In G.O. (Ms) No. 149 Rural Development (P3) Department Dated : 16.7.98 the Government have further issued orders prescribing procedure for procurement / purchase of street light materials required by the respective Local Bodies.

- (i) The Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21, of 1994) assigns to the Village Panchayats under section 110, the duty to carry out the requirements of the Panchayat Village in respect of (a) the lighting of Public Roads and Public Places in buildup areas and (b) the sinking and repair of wells, repair and maintenance of water works for the supply of water for the drinking purposes.
- (ii) During the review on the performance of various schemes and basic amenities of Rural Development and Municipal Administration & Water Supply Departments by Honorable Chief Minister on 30.10.99, it was decided that systematic special drive should be launched in the first week of every quarter by the District Collectors to ensure that all street lights are burning

and all water supply facilities are functioning in the district by co-ordinating with Tamil Nadu Electricity Board and Tamil Nadu Water Supply & Drainage Board.

- (iii) The Government after careful consideration decided to issue instructions to the District Collectors to ensure 100% burning of street lights and functioning of water supply systems (Hand Pumps, Power Pumps & Combined Water Supply Schemes) in the respective District through special drive and necessary co-ordination with Tamil Nadu Electricity Board and Tamil Nadu Water Supply & Drainage Board. Accordingly, the Government direct that the District Collectors should

launch special drive in the first week of every quarter (i.e) in the first week of January, April, July and October for ensuring 100% of burning street lights and functioning of Water Supply of System (Hand Pumps, Power Pumps & Combined Water Supply Schemes) with co-ordination of Tamil Nadu Electricity Board and Tamil Nadu Water Supply & Drainage Board. Nodal Officers drawn from the Government Departments will be engaged by the District Collectors for the purpose. They will report the defects in street lights and water supplies defected during the special drive to the District Collector and the concerned local bodies.

5. A list of common defects in India Mark hand pumps is indicated in the Enclosure I : List of common defects in power pumps may be seen in the enclosure II and List of Common defects in Street Lights are indicated in the Enclosure III Defects noticed in the combined water supply schemes by the nodal officers shall be reported to the concerned Executive Engineer / Superintending Engineer of Tamil Nadu Water Supply & Drainage Board and the District Collectors. Many of these defects can be repaired and rectification carried out at the local body level Remaining defects can be attended to at the higher level which need to be coordinated by the District Collectors. Block wise and District level Compiled statement on functioning of the water supply system and street lights will be reported to Secretary to Government, Rural Development Department in the Enclosures IV and V respectively.

6. During the Special Drive, if any defects are noticed or any problems and issues are detected the District Collectors concerned should ensure that the same are rectified by the respective local bodies and agencies immediately. Report in the Enclosures IV and V should reach Government on or before 15th of February, April, August, October for the previous respective quarters.

7. This order issue with the concurrence of Finance Department vide U.O. No. 4211/FS/P, Dated 15.11.99 and Municipal Administration & Water Supply Department vide U.O No. 28, Dated 11.11.99.

(By order of the Governor)

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT

ENCLOSURE – I

List of Common Defects in India Mark Hand Pumps

1. Wearing out of cup washers and value seats :
2. Leakage in riser pipe couplings :
3. Holes in riser pipe due to corrosion :
4. Disconnection of pluger rods :
5. Disengaging of riser pipe :
6. Folding of chains and broken chains :
7. Wearing out of axles :
8. Cracking of pump cylinders :
9. Wearing out of bearing :
10. Improper alignment due to bad erection :
11. Water level going below cylinder assembly :
12. Loosened bolts and nuts :
13. Any other defect (Please specify) :

ENCLOSURE – II

List of Common Defects in Power Pumps

I. Switch gear

1. Wearing out of fixed and moving contacts of the starter :
2. Defects in starter overload relay :
3. Defect in 'No Volt' coil :

II. Motor

4. Burning out of Motor coil :
5. Reduction in installation Value of motor windings :
6. Wearing out of motor bearing :
7. Improper motor alignment :
8. Bend in Motor shaft :

III. Couplings

9. Wearing out of couplings washers :
10. Improper linking of couplers :

IV. Pump

11. Wearing out of impeller ring :
12. Wearing out of wearing ring :
13. Wearing out of impeller :
14. Wearing out of pump bearings :

15. Bends in pump shaft :

16. Holes in pump body :

V. Foot Valve

17. Wearing out of foot valve washer :

18. Holes in the suction pipes :

19. Weak joints of couplings :

20. Blocking of nozzle hole in the jet pumps :

VI. General

21. Improper erection of suction line :

22. Water level going down below 22 in the
case of centrifugal pumps :

23. Low voltage :

24. Running of three phase motors in two phase :

25. Any other defect (Please specify) :

ENCLOSURE – III

List of Common Defects in Street Lights

1. Fusing of Bulbs/ tubes/ lamps :

2. Damaged Choke :

3. Damage starter :

4. Wearing out of switches :

5. Short circuiting of lines :

6. Snapping of overhead wires :

7. Damage street light poles :

8. Any other defect (Please specify) :

ENCLOSURE – IV

Report on Functioning of Rural Water Supply System

_____ District _____ Block

This is to report that except the following defects in the Rural Water Supply system, all other are functioning satisfactorily

Sl. No	Village Panchayat	Water supply system with defects			Rectification carried out	
		Locaiton	Nature of Defect	Date from which defect continues	Yes Date	No (Give reasons)

ENCLOSURE – V

Report on Functioning of Street Lights

_____ District _____ Block

This is to report that except the following defects all other street lights in the village Panchayats in Block are functioning.

Sl. No	Village Panchayat	STREET LIGHT NOT BURNING			Rectification carried out	
		Locaiton	Nature of Defect	Date from which not burning	Yes Date	No (Give reasons)

12. ix). Extract of Tamilnadu Panchayat Act 1994 Section 110

110. Duty of Village Panchayat to provide for certain matters.- Subject to the provisions of this Act and the Rules made thereunder, it shall be the duty of Village Panchayat, within the limits of its funds, to make reasonable provision for carrying out the requirements of the Panchayat Village in respect of the following matters, namely:-

(a) the construction, repair and maintenance of all village roads, that is to say, all public roads in the village (other than those classified as National Highways, State Highways, major district roads and Panchayat Union roads) and of all bridges, culverts, road-dams and causeways on such roads:

¹[(aa)] the extension of village-sites and the regulations of building;]

(b) the lighting of public roads and public places in built-up areas;

(c) the construction of drains and the disposal of drainage water and sullage not including sewage;

(d) the cleaning of streets, the removal of rubbish heaps, jungle growth and prickly-pear, the filling in or disused wells, insanitary ponds, pools, ditches, pits or hollows and other improvements of the sanitary condition of the village;

(e) the provision of public latrines and arrangements to cleanse latrines whether public or private;

(f) the opening and maintenance of burial and burning grounds;

(g) the sinking and repairing of wells, the excavation, repair and maintenance of ponds

²[] and the construction and maintenance of water-works ³[for the supply of water for drinking, washing] and bathing purposes; and

(h) such other duties as the Government may, by notification, impose.

12. x) Memo No.SE/RE&I(D)/EE/RE/A3/F.St.Light/D.849/2007, dt.19.05.2007

TAMIL NADU ELECTRICITY BOARD
TECHNICAL BRACH

800, Anna Salai
Chennai-2.

Memo No.SE/RE&I(D)/EE/RE/A3/F.St.Light/D.849/2007, dt.19.05.2007

Sub:- TNEB-Announcement made by Hon'ble Minister for Electricity and Hon'ble for Rural Development and Local Administration in the Assembly – Provision of new street light with extension of poles – Levy of flat rate – Instructions issued – Regarding.

Ref:- 1. Letter No.SE/RE&I(D)/EE/RE/A3/F.Doc/D.147/04, dt.03.03.04
2. Letter No.SE/RE&I(D)/EE/RE/A3/F.Doc/D312/04, dt.05.05.04

Instruction have been issued to take up the provision of new street light works on payment of estimate cost by the Local Bodies under Deposit Contribution Works estimate category vide references 1st and 2nd cited.

In the joint meeting conducted by the Hon'ble Minister for Electricity and Hon'ble Minister for Rural Development and Local Administration on 13.03.2007, it was expressed that the above method causes unnecessary delay in the preparation of estimate and provision of new street lights besides the Local Bodies have to pay higher cost.

The speed up energisation of service connections to street lights, an announcement was therefore made in the Assembly by the Hon'ble Minister for Electricity on 2.4.2007 and by the Hon'ble Minister for Rural Development and Local Administration on 12.4.2007 that in the case of provision of new street lights involving extension of poles, a flat rate of Rs.9500/- per pole will be collected by TNEB from the Local Bodies with effect from 13.3.2007.

Accordingly, the following instruction are issued.

- i) TNEB will collect a flat rate of Rs.9500/- per pole from Local Bodies for effecting service connections to new street lights involving extension of poles with effect from 13.3.2007.
- ii) The flat rate will not be applicable for those estimates prepared before 13.3.2007 and for which amount has been paid fully by the Local Bodies.
- iii) In respect of other cases, including the cases for which part payment has been made before 13.3.2007, the amount will be collected @ Rs.9500/- per pole only from the Local Bodies.

All the Superintending Engineers under your control may therefore be directed to adhere to the above instruction strictly for effecting supply to new street lights where extension of poles are involved.

(C.VIJAYAKUMAR)
Chief Engineer/Planning
for Member (Distribution)

12. xi) Letter No.SO/LB/EE/F.ST LITE/D.063/09, dated 18.2.2009

TAMIL NADU ELECTRICITY BOARD

From
Thiru.C.P.Singh, I.A.S.,
Chairman,
Tamil Nadu Electricity Board,
800, Anna Salai,
Chennai-600 002.

To
All the Engineers/Distribution,
Tamil Nadu Electricity Board.

Letter No.SO/LB/EE/F.ST LITE/D.063/09, dated 18.2.2009

Sir,

Sub:- TNEB – Provision of new street light with extension of poles – levy of flat rate – Instructions – reiterated – Reg.

Ref:- 1. Memo.No.SE/RE&I(D)/EE/RE/A3/F.St.Light/D.849/2007, dt.19.05.07
2. G.O.No.Ms.No.111 RD&PR(SS3) dated 26.6.2007.
3. Letter No.SO/LB/EE/F.ST LITE/D.097/07, dated 14.06.07.

In the reference 1st cited instructions have been issued to collect a flat rate of Rs.9,500/- per pole from Local Bodies for effecting service connections to new street lights involving extension of poles with effect from 13.3.2007. In the reference 3^{re} cited clarification was issued for adoption of flat rate for provision of new streetlight in local bodies.

2. Instances have been brought to notice that that above instructions are not being followed properly at the field level. Therefore the instructions are reiterated to collect flat rate for provision of new street lights.

3. The flat rate of Rs.9,500/- is for provision of new streetlights involving extension of poles with light. The flat rate to be collected is for per pole and not for per light. The flat rate of Rs.9,500/- per pole includes the cost of tube lights and fittings.

4. The flat rate of Rs.9,500/- per pole does not include the cost of Sodium Vapour Lamp and fittings but only includes the cost of tube lights and fittings only. Therefore additional cost of Sodium Vapour Lamp and fittings has to be collected.

5. If the local bodies provides the lights and fittings the amount to be collected shall be a flat rate of Rs.8,590/- per pole for tube light and Rs.9,150/- per pole for Sodium Vapour Lamps.

6. If TNEB provides the lights and fittings the amount to be collected shall be a flat rate of Rs.9,500 per pole for tube light and Rs.13,130/- per pole for Sodium Vapour Lamps.

7. In the case of provision of new streetlights involving more than one pole, and where the lights and fittings are not required to be provided a flat rate of Rs.8590/- per pole shall be collected.

8. The flat rate of Rs.9500/- per pole should not be collected for mere service connections.

9. In the case of mere service connections, if the local bodies provides lights and fittings flat rate of Rs.225/- per pole shall be collected for tube lights and flat rate of Rs.800/- per pole for Sodium Vapour lamps.

10. In the case of mere service connections and TNEB provides lights and fittings a flat rate of Rs.1120/- per pole shall be collected for tube lights and Rs.4750/- per pole for Sodium Vapour lamps.

11. In the case of conversion of existing tube lights to Sodium Vapour Lamps the flat rate of Rs.4590/- shall be collected if TNEB provides Sodium Vapour lamp and fittings and Rs.1000/- if the Local Bodies provides Sodium Vapour lamp and fittings.

12. Wherever flat rate has been fixed, no other charges shall be collected.

13. Wherever conversion of three phase four wire line into three phase five wire line and conversion of single phase two wire line into single phase three wire line arises the amount for the above works shall be collected based on the actual estimate.

14. Meter Caution Deposit, Current Consumption Deposit, Development Charges and Service connection charges shall be collected only in the case of provision of new service connections.

15. The Chief Engineers/Distribution are requested to ensure that the above instructions reaches the field level officers.

MEMBER (DISTRIBUTION)
For CHAIRMAN

TAMIL NADU ELECTRICITY BOARD
Abstract

12. xii) Electricity – Shifting of Poles, Lines etc, in rural areas under various schemes - Cost to be borne by TNEB – Orders issued – Reg.

TECHNICAL BRANCH

(Per) B.P.(CH) No.353

Dated: 20.8.2010

Aavani: 4
Virodhi Andu
Thiruvalluvar Aandu:2041

- Read: i) G.O.Ms.No.7, Energy (C3) Department, Dated 23.03.2005
ii) (Per) B.P.(CH) No.148 (Technical Branch) dt.24.3.2005.
iii) Letter No.29921/10/PRI 3.2 dated 18.8.2010 from Director/RD&PR Department
iv) Letter No.659/2009/RGRP, dt.18.8.2010 from the Project Director/Tsunami Project Implementation Unit addressed to Principal Secretary to Government/RD&PR Department

Proceedings:

G.O.Ms.No.7, Energy Dept, Dt.23.2.05 in respect of shifting of poles, lines due to road widening, states, "For Panchayats, Panchayat Unions, shifting expenditure should be borne by Tamil Nadu Electricity Board itself as these institutions are financially weaker".

2. The Director/Directorate of Rural Development and Panchayat Raj has informed that there is no provision to meet the cost of expenditure for shifting of poles due to road widening works under various schemes (PMGSY, AGAMT etc.,)

3. The Project Director/Tsunami Project Implementation Unit has requested cost of shifting of poles that hamper the reconstruction of houses under Tsunami Rehabilitation programme and reinstalling the same in the correct place in rural areas may be borne by TNEB.

4. As the financial position of Village Panchayats and Panchayat Unions are not sound enough to meet the cost, TNEB is requested to meet the cost of expenditure towards shifting of poles in Village Panchayats and Panchayat Union areas under various schemes as well as shifting of poles now existing in Panchayat Union School, tank etc.,

5. In view of the above, the cost of shifting of poles due to road widening works under various schemes of RD&PR Department (PMGSY, NABARD, AGAMT and other schemes). Pole that hamper the reconstruction of houses and road widening works under Tsunami Rehabilitation programme, poles now existing in Panchayat Union Schools, other Buildings owned by the panchayats and Panchayat Unions, poles inside water resources of Panchayat and Panchayat unions, may be continued to be borne by TNEB as per G.O.Ms.No.7 (Energy (C3) Department) dated 23.3.2005.

(BY THE ORDER OF THE CHAIRMAN)

(V.S.RAJARAMAN)
CHIEF ENGINEER/COMMERCIAL

13. கிராம ஊராட்சியின் கைப்பம்பு (ம) விசைப்பம்புகள் பராமரித்தல்

13.ii). கைப்பம்புகள் மற்றும் விசைப்பம்புகள் ஆகியவற்றிற்கு தேவைப்படும் உதிரி பாகங்கள் வாங்குதல் மற்றும் பழுது பார்த்தல்

ஊரக வளர்ச்சி (தி3) துறை

அரசாணை (நிலை) எண். 84

நாள் : 05.05.1998

படிக்க :

9. அரசாணை (நிலை) எண்.159, ஊ.வ. நாள்-15.05.1997.

10. ஊரக வளர்ச்சி இயக்குநரின் நே.மு.க.எண்.73668/1997/கு.வ.1, நாள்-22.09.1997.

ஆணை

பார்வை ஒன்றில் கண்ட அரசாணையில் மாவட்ட ஆட்சித் தலைவரை கொண்ட மாவட்ட கொள்முதல் குழு ஒன்று அமைக்கப்பட்டு ஊராட்சிகளில் கைப்பம்பு / விசைப்பம்புகளுக்குத் தேவைப்படும் உதிரிபாகங்கள் வாங்குதல் மற்றும் அதனை பழுது பார்த்தல் ஆகியவை இக்குழு ஒப்புதலுடனேயே நடைபெற ஆணையிடப்பட்டது. இவ்வாறு மாவட்டக் கொள்முதல் குழு மூலம் பொருட்களை வாங்குவதிலும் மற்றும் கை/விசை பம்புகளில் ஏற்படும் பழுதுகளைச் சரி செய்வதிலும் சில நடைமுறை சிக்கல்கள் ஏற்படுவதால், காலதாமதம் ஏற்படுகிறதெனவும் இதனை நீக்குவதற்கான தனது கருத்தை ஊரக வளர்ச்சி இயக்குநர் பார்வையில் காணும் தனது கடிதத்தில் தெரிவித்துள்ளார்.

2.ஊரக வளர்ச்சி இயக்குநர் தெரிவித்த கருத்தினை அரசு நன்கு பரிசீலித்த பின்னர் அரசாணை நிலை எண். 159 ஊ.வ. துறை, நாள்-15.05.1997ல் திருத்தங்கள் செய்து கீழ்க்கண்டவாறு ஆணையிடுகிறது.

(1)கைப்பம்புகள்-கொள்முதல்

(1) வடிமுனைக் குழாய்கள் / ஆழமற்ற குழாய்கள் உள்ளூரிலேயே மிகக் குறைந்த விலையில் கிடைப்பதால், இவைகளை மாவட்டக் கொள்முதல் குழு மூலம் வாங்காமல் இவற்றிற்கு போட்டி விலைப்புள்ளி மற்றும் ஒப்பந்தப்புள்ளிகளை (Competitive Quotation / Tenders) வரவழைத்து உள்ளூர் சந்தையிலேயே இத்தகைய பொருட்களை ஊராட்சிகள் வாங்கிக் கொள்ள அனுமதிக்கப்படுகிறது.

(ii) இந்தியா மார்க் II / III கைப்பம்புகள் அமைப்பதற்கும் அவற்றைப் பராமரிப்பதற்கும் மாவட்ட கொள்முதல் குழு தலைவரான மாவட்ட ஆட்சித் தலைவர் இவற்றிற்கான திறந்த ஒப்பந்தப் புள்ளியை (Open Tender) வரவழைத்த பின்னர் ஒப்பந்த விலை வீதத்தை (Rate Contract) நிர்ணயிக்க வேண்டும். இவ்விலை அங்கீகரிக்கப்பட்ட நிறுவனங்களிடமிருந்து பெறப்பட்ட பொருள்களின் விலையை சுட்டிக்காட்ட வேண்டும். ஒப்பந்ததாரர்கள் அளிக்கும் விலைப் பட்டியலில் குறைந்தது எதுவோ அது மட்டுமே இப்பட்டியலில் இடம் பெற வேண்டும். அதன் பின் மாவட்ட ஆட்சித் தலைவர் அங்கீகரிக்கப்பட்ட நிறுவனங்களுடன் ஒப்பந்தம் செய்து கொள்ள வேண்டும். இந்த ஒப்பந்தத்தில், ஒரு வருட காலத்திற்கு அனைத்து மாவட்டங்களிலும் பொருட்களின் விலையை நிறுவனங்கள் மாற்றக் கூடாது எனவும், எல்லா மாவட்டத்திலும் விலை ஒரே சீராக இருக்க வேண்டும் என்ற நிபந்தனையும் சேர்த்துக் கொள்ளப்பட வேண்டும். இதற்கு தனிப்பட்ட முறையில்

டான்சி, ரிச்சர்ட்சன், குருடாஸ் நிறுவனம் மற்றும் இந்திரா இன்ஜினியரிங் கார்ப்பரேஷன் ஆகிய நிறுவனங்களிடமிருந்து இந்தியா மார்க் II / III கைப்பம்புகளுக்கான பொருட்களை வாங்க முன்னுரிமை அளிக்காமல் அந்நிறுவனங்கள் திறந்த ஒப்பந்தப்புள்ளி மூலம் போட்டியிட செய்யலாம்.

(3)மாநில நிதிக்குழு ஊராட்சிகளுக்கு அளிக்கும் நிதியிலிருந்து ஒரு இந்தியா மார்க் II / III கைப்பம்பிற்கு தேவையான உதிரி பாகங்கள் வாங்க ஒரு கைப்பம்பிற்கு ரூ.200/- வீதம் நான்கு காலாண்டு தவணைகளில் மாவட்ட ஆட்சித் தலைவர் பெற்றுக் கொண்டு, சுழற்சி நிதியில் வரவு வைக்கலாம். இப்பொருட்களை வட்டார வளர்ச்சி அலுவலர்கள் பெற்றுக் கொண்டு, கூடுதல் வட்டார வளர்ச்சி அலுவலர் (பஞ்சாயத்து) பொறுப்பில் வைத்து இதனை ஊராட்சித் தலைவர்களுக்கு இலவசமாக வழங்குவார். இதில் கூடுதல் தேவை ஏற்படின் இதனால் ஏற்படும் செலவினத்தை கிராம பஞ்சாயத்து தலைவர்கள் ஏற்க வேண்டும்.

விசைப்பம்புகள் – கொள்முதல்

புதிய விசைப்பம்புகள் அமைப்பதற்கும் ஏற்கனவே இயங்கும் விசைப்பம்புகளைப் பராமரிக்கவும் (குழாய்கள், மோட்டார்கள், பி.வி.சி குழாய்கள் மற்றும் ஜி.ஐ குழாய்கள்) மாவட்டக் கொள்முதல் குழு தலைவரான மாவட்ட ஆட்சித் தலைவர் இவற்றிற்கான திறந்த ஒப்பந்தப்புள்ளியை வரவழைத்த பின்னர் ஒப்பந்த விலை வீதத்தை (Rate Contract) நிர்ணயிக்க வேண்டும். (அவ்வாறு செய்யும்போது பொருட்களின் விபரக் குறிப்பீடு), அதாவது அப்பொருள்கள் ஐ.எஸ்.ஐ மார்க் பெற்ற பொருளாக இருக்க வேண்டும், என்று தரம் சம்பந்தமான நிபந்தனை விதிக்கலாம்) இந்த ஒப்பந்தவிலை வீதம் அங்கீகரிக்கப்பட்ட நிறுவனங்களிடமிருந்து பெறப்பட்ட ஒவ்வொரு பொருட்களையும் அதன் விலையையும் சுட்டிக் காட்ட வேண்டும். குறைந்த விலைக்கு பொருள் வழங்க சம்மதிக்கும் தகுதியான ஒப்பந்ததாரர்கள் அனைவர் பெயரும் இந்தப் பட்டியலில் இடம் பெற வேண்டும். அதன் பின் மாவட்ட ஆட்சித் தலைவர் அங்கீகரிக்கப்பட்ட நிறுவனங்களுடன் ஒப்பந்தம் செய்து கொள்ள வேண்டும். இந்த ஒப்பந்தத்தில் ஒரு வருட காலத்திற்கு அனைத்து மாவட்டங்களிலும், பொருட்களின் விலை ஒரே சீராக இருக்க வேண்டும் என்றும், நிறுவனங்கள் பொருட்களின் விலையை ஓராண்டு காலத்திற்கு மாற்றக்கூடாது என்ற நிபந்தனையும் சேர்த்துக் கொள்ளப்பட வேண்டும்.

(iv) கைப்பம்பு – பழுது பார்த்தல்

கைப்பம்புகளுக்கான பழுது பார்ப்புச் செலவினை மாவட்ட கொள்முதல் குழு நிர்ணயிக்க அவசியமில்லை.

IV. கிராம பஞ்சாயத்து நிதியிலிருந்து வேலைக்கான கூலி என்ற அடிப்படையில் உள்ளூரில் பயிற்சி பெற்ற நபர்களை வைத்தோ அல்லது பொருத்துநர்களுக்கான உதவியாளர்களை வைத்தோ கிராம பஞ்சாயத்து தலைவர்கள் பழுது பார்த்துக் கொள்ளலாம். இதற்கான பொருத்துநர்களையும் அவர்கள் இலவசமாக பயன்படுத்திக் கொள்ளலாம். கீழ்க்கண்ட நிபந்தனைகளுக்குட்பட்டு கிராம பஞ்சாயத்துகள் பழுது பார்ப்பிற்கான விலையை நிர்ணயித்துக் கொள்ளலாம்.

(6)இந்தியா மார்க் II / III கைப்பம்புகளைப் பொறுத்தவரை ஒரு ஊராட்சிக்கு ஓர் ஆண்டுக்கு கூலிக்காக (Labour) செலவிட அனுமதிக்கப்பட்ட வரம்பு ரூ.300 ஓ ஊராட்சியில் உள்ள கைப்பம்புகளின் எண்ணிக்கை இச்செலவினை வரம்பு மீறப்படும்போது இதற்கான பட்டியலில் உதவிப் பொறியாளர் (வி.ப.பரா) அவர்கள் மேலொப்பமிட வேண்டும்.

வடிமுனைக் குழாய் பழுது பார்த்தல்

வடிமுனைக் குழாய்களைப் பொருத்தவரையில் பழுது பார்ப்பு செலவினத்திற்கான வரம்பு (வேலை + பொருட்கள்) ஒரு ஊராட்சிக்கு ஓர் ஆண்டுக்கு ரூ.200ஓ ஊராட்சியில் உள்ள வடிமுனைக் குழாய்களின் எண்ணிக்கை. இச்செலவின் வரம்பு மீறப்படும்போது உதவிப்பொறியாளர் (வி.ப.பரா) அவர்கள் இதற்கான பட்டியலில் மேலொப்பமிட வேண்டும்.

விசைப்பம்பு பழுது பார்த்தல்

- விசைப் பம்புகளுக்கான பழுது பார்ப்பு செலவினை மாவட்ட கொள்முதல் குழு நிர்ணயிக்க வேண்டிய அளவியமில்லை.

2) ஒப்பந்தப்புள்ளி / விலைப்புள்ளி (Tender / Quotation) வரவழைத்து உள்ளூரிலேயே விசைப்பம்பு பராமரிப்பு பணியை கிராம பஞ்சாயத்து தலைவர்கள் மேற்கொள்ளலாம். இதற்காகும் செலவு பட்டியலின் அடிப்படையில் (Vouchers) கிராம பஞ்சாயத்துகளின் ஒப்புதலுடன் வழங்கப்படும். இதற்காகும் செலவு ஒரு கிராம பஞ்சாயத்துக்கு ஓர் ஆண்டுக்கு ரூ.7000 ஓ ஊராட்சியில் உள்ள விசைப்பம்புகளின் எண்ணிக்கை என்ற (கூலி + பொருட்கள்) உச்சவரம்பிற்குட்பட்டது. இதற்கு உதவி பொறியாளர் (வி.ப.பரா) மற்றும் உதவி செயற்பொறியாளர் (வி.ப.பரா) ஆகியோர் மதிப்பீடு செய்யவோ மேல் மதிப்பீடு செய்யவோ வேண்டியதில்லை. இச்செலவின் வரம்பு மீறப்படும்போது உதவிப் பொறியாளர் (வி.ப.பரா) அவர்களால் மேலொப்பமிட வேண்டும்.

III. பொருத்துநர்களுக்கு உதவியாளர் மற்றும் உதவி செய்யும் பணியில் ஈடுபடுத்தப்பட்டவர்களுக்கு பழுது பார்த்தலுக்கு கூலி அளித்தல்

வட்டார பொருத்துநர்கள் (Block Fitters) பணியை கிராம பஞ்சாயத்துகள், குடிநீர் பராமரிப்புப் பணிக்கு பயன்படுத்திக் கொண்டாலும் அவர்களுக்கான ஊதியத்தை அவர்கள் ஊராட்சி ஒன்றிய பொது நிதியிலிருந்து பெற்றுவருகிறார்கள். எனவே பொருத்துநர்கள் தொடர்ந்து தங்களுடைய ஊதியத்தை சிறிது காலத்திற்கு பஞ்சாயத்து யூனியனிலிருந்து பெற அனுமதிக்கலாம். மாநில நிதிக்குழுவின் சமன்பாட்டு நிதியிலிருந்து இவ்வாறு வழங்கப்படும் ஊதியத் தொகை ஊராட்சி ஒன்றியங்களுக்கு திருப்பி வழங்கப்படும். எதிர்காலத்தில் வட்டார பொருத்துநர் பணிக்கு ஏற்படும் காலியிடங்கள் நிரப்பப்படமாட்டாது என தெரிவிக்கலாம். பொருத்துநர்களுக்கு உதவியாளர்கள் மற்றும் உதவி செய்யும் பணியில் கிராம பஞ்சாயத்து தலைவர்கள் (Piece rate basis) ஈடுபடுத்தப்பட்டவர்கள் இனிமேல் கிராம பஞ்சாயத்துகளில் வேலைக்கான கூலி அடிப்படையில் கூலியைப் பெற்றுக் கொள்வர். ஊராட்சி ஒன்றிய பொது நிதியிலிருந்து அவர்களுக்கு ஊதியம் வழங்கப்படமாட்டாது. அரசாணை நிலை எண். 31 2ந.நி (ம) கு.வ. துறை ,நாள்-14.05.1985 ஐ உடனடியாக இரத்து செய்யப்படுகிறது.

IV. உதவிப் பொறியாளர் (வி.ப.பரா) மற்றும் உதவி செயற்பொறியாளர் (வி.ப.பரா) ஆகிய பதவிகளை பெயர் மாற்றம் செய்தல்

மாவட்ட ஆட்சித் தலைவர்களுக்கும் ஊராட்சி தலைவர்களுக்கும் தற்போதுள்ள கைப்பம்பு / விசைப்பம்புகளை பராமரிக்கும் முறையில் தொழில் நுட்ப ரீதியான அறிவுரை வழங்குவதோடு புதிய கைப்பம்பு / விசைப்பம்புகள் அமைக்கும் பணி போன்ற புதிய பொறுப்புகள் வழங்கப்பட்டுள்ளதால் உதவி பொறியாளர் (வி.ப.பரா) மற்றும் உதவி செயற்பொறியாளர் (வி.ப.பரா) ஆகிய பதவிகளை முறையே உதவிப் பொறியாளர் (கு.வ) மற்றும் உதவி செயற்பொறியாளர் (கு.வ) என பெயர் மாற்றம் செய்யப்படுகிறது.

5.இந்தியா மார்க் II / III கைப்பம்புகள் / வடிமுனைக் குழாய்கள் / ஆழமற்ற குழாய்கள் போன்ற பம்புகள் பழுது பார்ப்பு செலவினம் மற்றும் விசைப்பம்புகள் பழுது பார்ப்பு செலவினம் ஆகியவை கிராம ஊராட்சிகளின் சமுதாயத் தணிக்கைக்கு (Social Audit) உட்பட்டதாகும். அதாவது கிராம ஊராட்சிகளை மேற்கண்ட செலவினத்திற்கான பட்டியை (BILL) கிராம ஊராட்சி உறுப்பினர்களுக்குச் சமர்ப்பிக்க வேண்டும்.

இவ்வரசாணை நிதித் துறை அ.சா.எண். 168/எஸ்.எஸ்/98, நாள்-30.03.1998 இசைவு மூலம் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

13. iii). வீட்டு வரி வசூலில் 20 சதவீதத்திற்கு குறையாமல் குடிநீர் பராமரிப்பிற்கு பயன்படுத்துதல்

ஊரக வளர்ச்சித் துறை

அரசாணை (நிலை) எண். 108

நாள் : 25.06.1999

படிக்க :

அரசாணை (நிலை) எண்.260, ஊரக வளர்ச்சித்துறை நாள் : 09.12.1998.

ஆணை

மூன்றாண்டுக்கு ஊராட்சிகளுக்கு கூடுதல் அதிகாரங்கள், உரிமைகள் மற்றும் பொறுப்புகள் வழங்க ஊரக வளர்ச்சி மற்றும் உள்ளாட்சித்துறை அமைச்சர் அவர்களை அமைப்பாளராகக் கொண்டு உயர்நிலைக்குழு அமைக்கப்பட்டது. அக்குழு தனது அறிக்கையை 11.01.1999 அன்று அரசுக்கு சமர்ப்பித்தது. உயர்நிலைக்குழு அறிக்கையிலுள்ள பரிந்துரைகளை அரசு ஏற்பது குறித்து முடிவு செய்ய 03.05.1999 மற்றும் 04.05.1999 ஆகிய நாட்களில் அமைச்சரவை கூட்டங்களில் பரிசீலிக்கப்பட்டது.

7. கிராம ஊராட்சிகள் தங்கள் பகுதிகளுக்குள்ள உள்ள வீடுகளுக்கு வீட்டு வரி விதிக்கவும், அதனை வசூலிக்கவும் 1994ம் ஆண்டு தமிழ்நாடு ஊராட்சிகள் சட்டம் பிரிவு 172ல் வழிவகை செய்யப்பட்டுள்ளது. அவ்வாறு வசூலிக்கப்படும் தொகை கிராம ஊராட்சிகளின் கணக்கில் வரவு வைக்கப்பட்டுள்ளது.

8. பார்வையில் கண்டுள்ள ஆணையில் கிராமப்புற மக்களுக்கு பாதுகாக்கப்பட்ட குடிநீர் வழங்க ரூ.1000 காப்புத் தொகையாகவும், மாதாந்திர குடிநீர் கட்டணமாக ரூ.30ம் ஊராட்சிக்கு செலுத்த முன் வருவோரில் வீடுகளுக்கு குடிநீர் இணைப்பு தரும் அதிகாரத்தை கிராம ஊராட்சிகளுக்கு வழங்கப்பட்டுள்ளது. உயர்நிலைக்குழுவின் அறிக்கை, பகுதி 1 பொதுப் பரிந்துரைகளில், இனம் 10ல் கிராம ஊராட்சிகளில் வீட்டு வரி வசூலில் 20 விழுக்காட்டுக்கு குறையாமல் குடிநீர் பராமரிப்புக்கு பயன்படுத்த கிராம ஊராட்சிகளுக்கு அதிகாரம் வழங்க பரிந்துரைக்கப்பட்டுள்ளது. இப்பரிந்துரையை 03.05.1999 மற்றும் 04.05.1999 ஆகிய நாட்களில் நடைபெற்ற அமைச்சரவை கூட்டத்தில் பரிசீலிக்கப்பட்டு ஏற்றுக் கொள்ளப்பட்டது.

9. உயர்மட்டக் குழுவின் பரிந்துரையினை ஏற்று கிராம ஊராட்சிகளில் வீட்டு வரி வசூலில் 20 விழுக்காட்டுக்கு குறையாமல் குடிநீர் பராமரிப்புக்கு பயன்படுத்த கிராம ஊராட்சிகளுக்கு அதிகாரம் அளித்து அரசு ஆணையிடுகிறது.

10. இவ்வாணையை கிராம ஊராட்சிகளின் கவனத்திற்கு கொண்டு சென்று செயல்படுத்த அந்தந்த மாவட்ட ஆட்சித்தலைவர்கள் கேட்டுக் கொள்ளப்படுகிறார்கள்.

(ஆளுநரின் ஆணைப்படி)

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

இணைப்பு

சமூக சொத்துகளை பேணுதல் குறித்து மூன்றாண்டுக்கு ஊராட்சி அமைப்புகளுக்கு வழங்கப்படும் கூடுதல் அதிகாரங்கள்

கிராம ஊராட்சிகள்

- j. ஊராட்சி ஒன்றியப் பகுதியிலுள்ள சமூக சொத்துகள் தவறாகப் பயன்படுத்தப்படாமல் மேற்பார்வையிடுவதும், ஆக்கிரமிப்பு மற்றும் இழப்பீடு ஏற்படாமல் விழிப்போடு இருப்பதுடன், அவ்வாறு நடந்தால் தேவையான நேரத்தில் அந்தந்த கிராம ஊராட்சிகள் சட்டப்படி நடவடிக்கை எடுக்கலாம்.

ஊராட்சி ஒன்றியங்கள்

1. ஊராட்சி ஒன்றியங்களுக்கு சொந்தமான வருமானம் ஈட்டக்கூடிய எந்த விதமான சொத்துக்களையும் பொது ஏலத்தின் மூலம் குத்தகைக்கு விடலாம். அதற்கான வாடகைத் தொகை குத்தகை தொகை நிர்ணயிக்கும் அதிகாரம் ஊராட்சி ஒன்றியத்தைச் சேர்ந்தது. இதற்கான விளக்கங்கள் ஊராட்சிகள் சட்ட விதிகளிலும் அரசு செயல் ஆணைகளிலும் உள்ளது.
2. சமூகச் சொத்துகளை தவறாகப் பயன்படுத்தாமல் மேற்பார்வையிடுவதிலும் ஆக்கிரமிப்பு மற்றும் இழப்பீடு ஏற்படாமல் விழிப்போடு இருத்தலும் அவ்வாறு நடந்தால், தேவையான நேரத்தில் அதற்கான சட்டப்படி நடவடிக்கைகளை ஊராட்சி ஒன்றியங்கள் மேற்கொள்ளலாம்.

மாவட்ட ஊராட்சிகள்

1. வணிக மற்றும் இதர சொத்துகளுக்கான வரி, வாடகை உபயோகிப்போர் கட்டணம் ஆகியவற்றை நிர்ணயித்து அவற்றை வசூலிக்கலாம்.
2. மாவட்ட ஊராட்சிகளின் சொத்துக்களை, குத்தகைக்கு விட்டு, அதற்குண்டான வாடகை வசூலிக்கலாம்.
3. மாவட்ட ஊராட்சிகள், சமுதாய சொத்துக்கள் தவறாகப் பயன்படுத்தப்படாமல் மேற்பார்வையிடுவதுடன், ஆக்கிரமிப்பு மற்றும் இழப்பீடு ஏற்படாமல் விழிப்போடு இருந்து சட்டப்படியான நடவடிக்கையை எடுக்க வேண்டும்.

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

13. iv). பகுதிநேர விசைப்பம்பு / மேல்நிலை நீர்த்தேக்கத் தொட்டி இயக்குபவர்களுக்கு ஊதியம் உயர்த்தி நிர்ணயித்தல்

ஊரக வளர்ச்சி (இ5) துறை

அரசாணை (நிலை) எண். 119

நாள் : 10.05.2000

படிக்க :

1. அரசாணை (நிலை) எண்.102, ஊரக வளர்ச்சி நாள்-31.08.1998
2. அரசாணை (2டி) எண்.48, ஊரக வளர்ச்சி நாள்- 09.07.1999
3. அரசாணை (2டி) எண்.149, ஊரக வளர்ச்சி நாள்- 09.07.1999
4. ஊரக வளர்ச்சி இயக்குநரின் கடிதம் ந.க.எண்.27094/ஈ1/99, நாள்-06.04.2000.

ஆணை

கிராம ஊராட்சிப் பணியாளர்களுக்கு அவ்வப்போது ஊதியம் உயர்த்தி நிர்ணயித்து வந்த போதிலும், மேலும் ஊதிய உயர்வு மற்றும் சலுகைகள் கோரிய நிலையில் அவர்கள் கூடுதல் ஊதியம் பெறும் வகையிலும், அவர்களின் செயல்பாடு மேம்படும் வகையிலும், கிராம ஊராட்சிகளின் நிதிநிலைமையை கருத்தில் கொண்டு பணியமைப்பை சீரமைப்பது குறித்து ஆய்வு செய்து அறிக்கை அளிக்கும் பொருட்டு ஊரக வளர்ச்சி இயக்குநர் தலைமையில் சில அலுவலர்களையும் கிராம ஊராட்சி தலைவர்களையும் உறுப்பினர்களாக கொண்டு குழு ஒன்று ஏற்படுத்தி படிக்கப்பட்டவை மூன்றில் குறிப்பிட்டுள்ள அரசாணையில் வெளியிடப்பட்டது.

2.அக்குழு ஊராட்சி நிர்வாகத்தில் செய்யவேண்டிய மாற்றம் குறித்து கருத்தரங்கம் ஒன்றின் மூலம் பல்வேறு கிராம ஊராட்சித் தலைவர்களின் கருத்தை அறிந்த பின் 10 பரிந்துரைகளை கொண்ட அறிக்கையை அரசுக்கு அளித்துள்ளது. அதில் தமிழகத்திலுள்ள 12618 கிராம ஊராட்சிகளில் 36610 விசைப்பம்புகள் / மேல்நிலை நீர்த்தேக்கத் தொட்டிகளை 26904 விசைப்பம்புகள் / மேல் நிலை நீர்த்தேக்கத் தொட்டி இயக்குபவர்கள் இயக்கி வருகின்றனர் என்று குறிப்பிட்டு கீழ்க்கண்டவாறு பரிந்துரைத்துள்ளது. பரிந்துரை எண். 1

அரசாணை (2டி) எண். 148, ஊரக வளர்ச்சி (இ5) துறை நாள்-09.07.1999ன்படி ஊராட்சிகளில் பணிபுரியும் விசைப்பம்பு / மேல் நிலை நீர்த்தேக்கத் தொட்டி இயக்குபவர்களுக்கு ரூ.350/- தொகுப்பூதியமாக வழங்கப்பட்டு வருகிறது. இதனை ரூ.400/- ஆக உயர்த்தி வழங்கலாம். ஒவ்வொரு விசைப்பம்பு / மேல்நிலை தொட்டிக்கும் ஒரு இயக்குபவர் நியமிப்பதை தவிர்த்து ஒன்றுக்கும் மேற்பட்ட விசைப்பம்பு / மேல் நிலை தொட்டிகளை ஒருவரிடமே ஒப்படைக்கலாம். இவ்வாறு ஒப்படைக்கும்போது அடிப்படையாக பெறும் ரூ.400/- உடன் கூடுதலாக இயக்கும் ஒவ்வொரு விசைப்பம்புக்கும் ரூ.150/- வீதம் கூடுதலாக வழங்குமாறு அரசு ஆணையிடலாம் என இக்குழு பரிந்துரை செய்கிறது.

k. இதனை அரசு நன்கு ஆய்வு செய்தது. கொள்கையளவில் இப்பரிந்துரையை ஏற்க அரசு முடிவு செய்துள்ளது. மேலும் கிராம ஊராட்சி விசைப்பம்பு / மேல்நிலை நீர்த்தேக்கத் தொட்டி இயக்குபவர்களை பகுதி நேர பல்முறை தொழில் நுட்ப பணியாளர்களாக உருவாக்கினால் வருங்காலத்தில் ஊராட்சிகளின் செயல்பாடு மேம்பட வழிகோலும் என்று அரசு கருதுகின்றது.

l. எனவே, அரசு கீழ்க்கண்டவாறு ஆணையிடுகின்றது.

19. கிராம ஊராட்சிகள் இனிமேல் ஒவ்வொரு விசைப்பம்புக்கும் ஒரு இயக்குபவரை நியமிப்பதை தவிர்த்து ஒன்றுக்கு மேற்பட்ட விசைப்பம்பு இயக்கும் பணியை ஒருவரிடமே ஒப்படைக்கலாம்.

(4) கிராம ஊராட்சி பகுதிநேர விசைப்பம்பு இயக்குபவர்களுக்கு படிக்கப்பட்டவை 2ல்

குறிப்பிட்டுள்ள அரசாணையில் தொகுப்பூதியம் மாதம் ரூ.350/- நிர்ணயித்துள்ளதை உயர்த்தி ரூ.400/- ஆக நிர்ணயித்து வழங்க அரசு ஆணையிடுகின்றது.

கூடுதலாக பராமரிக்கும் ஒவ்வொரு கூடுதல் விசைப் பம்புக்கும் மாதம் ரூ.150/- வீதம் கூடுதலாக வழங்கவும் அனுமதி அளிக்கப்படுகின்றது.

5. இதனால் ஏற்படும் கூடுதல் செலவினத்தை சம்பந்தப்பட்ட கிராம ஊராட்சியின் சொந்த நிதியிலிருந்து வழங்கப்பட வேண்டும்.

6.அரசாணை (நிலை) எண்.101, நிதி நாள்-29.04.1998, கிராம ஊராட்சி சுகாதார பணியாளர் விசைப்பம்பு இயக்குபவர்களுக்கு பொருந்தும் என்று வாதிட்டு தொடுக்கப்பட்ட வழக்குகளில் கீழ்க்கண்ட வழக்குகள் திரும்ப பெற்றதாக தள்ளுபடி செய்யப்பட்டுள்ளன.9. ஏஐடுடு குஹசூஊழஹலுஹகூ டுஐளுழஆநூசூகூ

சங்கத்தின் பெயர்	வழக்கு எண்.
1. வேலுார் மாவட்ட ஊராட்சி ஒன்றிய விசைப்பம்பு / மேல்நிலை நீர்த்தேக்கத் தொட்டி இயக்குபவர்கள் சங்கம்	சென்னை உயர் நீதிமன்றம் நீதிப் பேராணை மனு எண். 15917/98
2. தருமபுரி மாவட்ட மேல்நிலை நீர்த்தேக்கத் தொட்டி இயக்குபவர்கள் மற்றும் சுகாதார பணியாளர்கள் சங்கம்	சென்னை உயர் நீதிமன்றம் நீதிப் பேராணை மனு எண். 16995/98
3. தருமபுரி மாவட்ட ஊராட்சி உதவியாளர் சங்கம்	சென்னை உயர் நீதிமன்றம் நீதிப் பேராணை மனு எண். 17118/98

எனவே இந்த வழக்குகளில் நீதிமன்ற இடைக்காலத் தடை ஆணை ஏதும் அமலில் இல்லை. கீழ்க்கண்ட வழக்குகள் இன்றும் முடிவடையாமல் உள்ளன.

சங்கத்தின் பெயர் / வழக்கு தொடுத்தவர்	வழக்கு எண்.
1.திரு.டி.ஆர்.ராமநாத், பொதுச் செயலாளராக உள்ள தமிழ்நாடு ஊராட்சி ஒன்றிய விசைப்பம்பு இயக்குபவர்கள் மற்றும் சுகாதார பணியாளர்கள் திருவண்ணாமலை மாவட்டம்.	சென்னை உயர் நீதிமன்றம் நீதிப் பேராணை மனு எண். 16307/98, 20.10.98 அன்று இடைக்காலத் தடை விதிக்கப்பட்டுள்ளது. சங்கம், செஞ்சி,
2.தமிழ்நாடு ஊரக வளாச்சி துறை பணியாளர்கள் சங்கம் (திரு.ஆர்.ரங்கராஜ்.) ஜோதிபுரம் அஞ்சல், கோயம்புத்தூர் – 1 விதிக்கப்பட்டது.	சென்னை உயர் நீதிமன்றம் நீதிப் பேராணை மனு எண். 9025/99 10.06.99 அன்று ஆறு வாரங்களுக்கு இடைக்காலத் தடை
3.தமிழ்நாடு ஊராட்சி மேல்நிலை நீர்தேக்கத்தொட்டி இயக்குபவர்கள் மற்றும் பணியாளர்கள் சங்கம். (பதிவு எண்.441/டி.ஆர்பி) (வேலுார் மாவட்ட செயலர் தொடுத்தது)	சென்னை உயர் நீதிமன்றம் நீதிப் பேராணை மனு எண். 14976/99 08.9.99 நாள் பிறப்பித்த சுகாதார இடைக்கால ஆணையில் 31.03.1998க்குள் முன்னர் வழங்கப்பட்ட ஊதியத்தை தொடர்ந்து மறு உத்தரவு போடப்படும் வரை அளிக்க ஆணையிடப்பட்டுள்ளது.

எனவே முடிவடையாமல் உள்ள வழக்குகளுக்கு பாதகமில்லாதவாறு இந்த அரசாணை வெளியிடப்படுகிறது. முடிவடையாமல் உள்ள வழக்குகளில் சம்பந்தப்பட்டவர்களுக்கு ஏற்கனவே அரசுக் கடிதம் எண். 43880/இ5/98, நாள்-16.07.1999 மற்றும் 23.07.1999ல் அறிவுறுத்தியபடி 31.08.1998க்கு முன்பு வழங்கப்பட்டு வந்த ஊதியத்தை மறுஉத்தரவு வெளியிடப்படும் வரை தொடர்ந்து வழங்குமாறும் ஏனையோருக்கு இந்த அரசாணை பத்தி 4ன்படியும் ஊதியம் அளிக்க வேண்டும் என்றும் ஆணையிடப்படுகிறது.

19. இந்த அரசாணையின் நகலை அனைத்து கிராம ஊராட்சி தலைவர்களுக்கும், உதவி இயக்குநர்களுக்கும், வட்டார வளர்ச்சி அலுவலர்களுக்கும் உடனடியாக அனுப்புமாறு மாவட்ட ஆட்சியர்கள் அறிவுறுத்தப்படுகிறார்கள்.

20. இந்த அரசாணை நிதித் துறையின் அ.சா.எண். 1370/எப்.எஸ்./பி/2000 நாள்-03.05.2000ல் இசைவு பெற்று வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

இரமேஷ் சந்திர பண்டா
அரசு
செயலாளர்

ABSTRACT

13. v) Rural Development and Panchayat Raj Department – Water Supply works and maintenance – Reconstitution of District Level Purchase Committee and adoption of the schedule of rates of Tamil Nadu Water Supply And Drainage Board (TWAD) and Public Works Department (PWD) for Water Supply materials – Orders issued.

Rural Development and Panchayat Raj (SGS - III) Department

G.O. (Ms) No. 144

Date:22.12.2009

Read:

1. G.O. (Ms) No.159 Rural Development (P3) Department, dated 15.05.1997.
2. G.O. (Ms) No.84 Rural Development (P3) Department, dated
a. 05.05.1998.
3. G.O. (Ms) No.63 Rural Development & Panchayat Raj (C2) Department, dated 29.06.2006.
4. From the Commissioner of Rural Development & Panchayat
a. Raj, Letter No.75373 / 2009 / PRI.III.2, dated 24.11.2009

Order:

As per the G.O. first read above the District Purchase Committee for the fixation of rate contract of materials for Water Supply works, should consist the following members:

District Collector	-	Chairman
Project Officer, DRDA	-	Vice Chairman
		Member
Personal Assistant (Dev.) To Collector	-	Secretary
Divisional Engineer, Highways	-	Member
Executive Engineer, TWAD	-	Member
Executive Engineer, TNEB	-	Member
Two Panchayat Presidents nominated by the District Development Council	-	Members
Assistant Executive Engineer, (HP & PP Maintenance), Collectorate.	-	Special Invitee.

2. The Commissioner of Rural Development & Panchayat Raj in his letter fourth read above has stated that in the G.O. second and third read above the limit of the expenditure at the level of Village Panchayats for Water Supply works has been fixed. Until last year the Districts were calling tenders for fixing Rate Contract for the following 5 categories of Water Supply Maintenance works:-

1. Supply and delivery of Standard Deep Well (India Mark II) Hand Pump Sets and Specials.
2. Drilling of bore wells in hard rock area and in alluvial soil.
3. Supply and delivery of G.I. Pipes.
4. Supply and delivery of Pumpsets, Starters, Panel Boards and Cables.
5. Supply and delivery of PVC Pipes, specials and PVC HDPE Tanks.

The Commissioner of Rural Development & Panchayat Raj has stated that the present system of fixation of rate contract for the above 5 category of Water Supply maintenance works have the following shortcomings:-

- (i) Separate PWD and TWAD Board Schedule of Rates are already available for all items of works pertaining to Water Supply maintenance other than Mark II Hand Pumpsets and specials. The Rates fixed by the District Purchase Committee are not much in variance as compared to the PWD and TWAD Board Schedule of Rates and hence fixation of separate rate contract through the District Purchase Committee is a wasteful exercise.
 - (ii) Each and every District has to incur a lot of time and expenditure on the Tender to fix the Rate Contract for Water Supply maintenance works. This can be avoided by adoption of TWAD Board and PWD Schedule of Rates.
 - (iii) The Village Panchayat Presidents find it very difficult to get the spare parts from the approved Dealers / Manufactures. To circumvent this problem, the Village Panchayat Presidents purchase these spare parts locally and in some cases, get the bills only from the approved Dealers and Manufacturers, which results in severe audit objections.
10. The rates for Water Supply maintenance related spare parts normally fluctuate throughout the year. When the rates are high, the Dealers / Manufactures avoid the supply and this creates problems in the maintenance of water supply by village Panchayats.

11. In the existing District Purchase Committee, the Personal Assistant (Dev.) to Collector is the Member-Secretary. However, he is not at all connected with the Water Supply maintenance works as such and it is the Assistant Director (Panchayats) who co-ordinates such matters in the Rural Development and Panchayat Raj Department in the Districts. Likewise, the Divisional Engineer, Highways is not connected with the maintenance of Water Supply works in the village. The District Development Council is not there at present.

Also, the post of Assistant Executive Engineer (PPM) has now been abolished.

3. The Commissioner of Rural Development & Panchayat Raj has therefore requested the Government to reconstitute the District Level Purchase Committee and to adopt the schedule rate of TWAD Board & PWD for Water Supply materials by the rural local bodies.

4. The Government have carefully examined the request of the Commissioner of Rural Development & Panchayat Raj and decided to accept it.

Accordingly, the Government reconstitute the District Level Purchase Committee as follows:

District Collector	-Chairman
Project Officer, DRDA	-Vice Chairman
Assistant Director (Panchayats)	-Member Secretary
Executive Engineer, RD	-Member
Executive Engineer, (RWS) TWAD	-Member
Accounts Officer, DRDA	-Member

(12) The Government also direct that instead of calling for Rate Contracts for 5 category of Water Supply related works, Only one tender should be called for by this Purchase Committee 'for the Supply and delivery of Standard Deep well (India Mark II) Hand Pump sets and Specials'. Since the rates of G.I Pipes and Specials, PVC Pipes and Specials, Drilling of bore wells, Pumpsets, Motors and Panel Boards are already available in the Schedule of rates of TWAD Board and PWD, such rates itself should be adopted by the rural Local bodies concerned.

However the Works should be awarded by following the existing tender procedure / DGS & D rates.

6. This orders issue with the concurrence of Finance Department vide
542 / SS
U.O.No. (P.K) / RD / 2009 - 1, dated 17.12.2009.

(By Order of the Governor)

K.ASHOK VARDHAN SHETTY,
Principal Secretary to Government.

To:

The Commissioner of Rural Development & Panchayat Raj, Chennai -15.
All District Collectors (except Chennai).
All Members of District Level Purchase Committee (through District Collectors) The Commissioner of Local Fund Audit, Chennai – 108.
The Managing Director, Tamil Nadu Water Supply And Drainage Board , Chennai -5.
The Account General, Chennai -35 / 18 / 6.

Copy to:

The Finance (RD) Department, Chennai – 9.
The Municipal Administration & Water Supply Department, Chennai -9.
The Public Works Department, Chennai -9.
The Senior P.A. to Hon'ble Deputy Chief Minister. SF / SC

//forwarded by order//

SECTION OFFICER.

13. vii

ஊராட்சிகளில் வீட்டுக் குடிநீர் இணைப்பு வழங்குதல்

ஊரக வளர்ச்சி (கு.வ.1) துறை

அரசாணை (நிலை) எண். 260

நாள் : 09.12.1998

படிக்க :

தமிழ்நாடு குடிநீர் வழங்கல் வாரிய மேலாண்மை இயக்குநரின் கடித எண். 1000/உ.பொ.7/பி.எம்./98-1/நாள்-07.09.1998.

ஆணை

தமிழக அரசின் சமீபத்திய கொள்கை முடிவின்படி, இம்மாநிலத்திலுள்ள அனைத்து அரசு குடியிருப்புகளுக்கும் வீட்டு குழாய் இணைப்பு வழங்குவதற்கும், தமிழ்நாட்டிலுள்ள 66,631 ஊரக குடியிருப்புகளில் நாள் ஒன்றுக்கு நபர் ஒருவருக்கு 40 லிட்டர் குடிநீர் (40 LPCD) வழங்கும் திட்டத்தின் கீழ், ஏற்கனவே வழங்கப்பட்டு வரும் 32,274 ஊரக குடியிருப்புகளைத் தவிர மீதமுள்ள ஊரக குடியிருப்புகளுக்கு குழாய் இணைப்பு தர தமிழ்நாடு குடிநீர் வடிகால் வாரிய மேலாண்மை இயக்குநர் அரசுக்கு செயற்குறிப்பு அனுப்பியுள்ளார். மேலும் தமிழ்நாடு குடிநீர் வடிகால் வாரிய குழுமக் கூட்டம் மற்றும் டானிடா வழி நடத்தும் குழுவிலும், இத்திட்டம் ஏற்றுக் கொள்ளப்பட்டுள்ளது. இதன் அடிப்படையில் தமிழ்நாடு குடிநீர் வடிகால் வாரிய மேலாண்மை இயக்குநர், பின்வருமாறு அரசுக்கு பரிந்துரைகளை செய்துள்ளார்.

- (13) எங்கெங்கு நீராதாரங்கள் உள்ளனவோ அங்கு 30 விழுக்காடு வரை வீடுகளுக்கு குழாய் இணைப்பு வழங்க ஏதுவாக புதிய ஊரக குடிநீர் திட்டங்களை வடிவமைக்கலாம்.
- (14) ஊரக குடிநீர் திட்டங்களில் வீடுகளுக்கு குழாய் இணைப்புகள் வழங்கும்போது தற்போது உள்ள நடைமுறையை மாற்றி நாளொன்றிற்கு நபர் ஒருவருக்கு 70 லிட்டர் குடிநீர் என்ற அளவிலும் மற்ற இணைப்புகளுக்கு நாளொன்றிற்கு நபர் ஒருவருக்கு 40 லிட்டர் குடிநீர் என்ற அளவிலும் குடிநீர் வழங்க விதிமுறைகளை மாற்றியமைக்கலாம்.
- (15) உள்ளாட்சி அமைப்புகள் வீடுகளுக்கு குழாய் இணைப்புகள் வழங்கும்போது ஒரு முறை முன்வைப்பு தொகையாக குறைந்த அளவாக ரூ.1500/-ம் மற்றும் மாதாந்திர கட்டணமாக, குறைந்த அளவாக ரூ.25/-ம் வசூலிக்க வேண்டியிருக்கலாம்.

2.தமிழ்நாடு குடிநீர் வடிகால் வாரிய மேலாண்மை இயக்குநரின் பரிந்துரைகளை அரசு பல்வேறு நிலைகளில் நன்கு ஆராய்ந்து தமிழகத்தில் உள்ள ஊராட்சிகளில் அமைந்துள்ள வீடுகளுக்கு பின்வரும் நிபந்தனைகளின் அடிப்படையில் குழாய்கள் மூலம் குடிநீர் இணைப்புகள் கொடுக்க அரசாணை வெளியிடுகிறது.

6. தமிழ்நாடு குடிநீர் வடிகால் வாரியம் அனைத்து ஊரக குடியிருப்புகளையும் அவற்றிற்கு தேவைப்படும் வீட்டுக் குழாய் இணைப்புகள் குறித்தும் ஒரு கணக்கெடுப்பு செய்ய வேண்டும். இந்த அறிக்கை மாவட்ட ஆட்சியாளர்கள் மூலமாக கிராம ஊராட்சிகளுக்கு கிடைக்கச் செய்ய வேண்டும்.
- (iv) கிராம ஊராட்சிகள் குடிநீர் இணைப்பு முன் கட்டணம் மற்றும் வரியை பெற்று வீடுகளுக்கான குழாய் இணைப்புகளை முறைப்படுத்தலாம் / புதிய இணைப்புகள் வழங்கலாம்.
12. ஒவ்வொரு வீட்டுக் குழாய் இணைப்பிற்கும் ரூ.1000/-ஐ முன்வைப்புத் தொகையாக வசூலிக்க வேண்டும். குழாய்களின் மதிப்பு மற்றும் அதை பொருத்துவதற்கான செலவினத்தை வீட்டு உரிமையாளர்/வாடகைதாரர் செலுத்த வேண்டும். மேலும் இப்பணிகளை அந்தந்த பயன்பெறுவோர்களே நேரடியாக செய்து கொள்ள அனுமதிக்கலாம். எனினும் இதற்குரிய இணைப்பை கிராம ஊராட்சிகள் கொடுக்கும் போது அனுமதிக்கப்பட்ட பரிமாணத்தில் குழாய் உள்ளதா என சரிபார்த்துக் கொள்ள வேண்டும்.

ஈ. வீட்டுக் குழாய் இணைப்பிற்கு, குடிநீர் கட்டணமாக மாதாந்திரக் கட்டணம் ரூ.30/- என நிர்ணயிக்கப்படுகிறது.

i ஏற்கனவே உள்ள வீட்டு குழாய் இணைப்புகளுக்கு மேல் கூடுதல் இணைப்பு வழங்கள் வேண்டுமென்றால் கிராம ஊராட்சிகள் அதனை ஆராய்ந்து தமிழ்நாடு குடிநீர் வடிகால் வாரிய செயற்பொறியாளரின் முன் அனுமதியைப் பெற வேண்டும்.

C. கிராம ஊராட்சிகள் அதன் மன்ற தீர்மானத்துடன் அனுப்பப்படும் கோரிக்கைகளை, தமிழ்நாடு குடிநீர் வடிகால் வாரிய செயற்பொறியாளர், கூடுதல் நீராதாரம் மற்றும் நீராதார திட்டங்களை மேம்படுத்துதல் மற்றும் திட்ட மதிப்பீடு ஆகியவற்றை ஆய்வு செய்து, அவை பெறப்பட்ட 90 நாட்களுக்குள் அதன் விபரங்களை கிராம ஊராட்சிகளுக்கு வழங்க வேண்டும்.

(2) கிராம ஊராட்சிகள் தங்களுடைய சொந்த நிதியிலிருந்து இக்கூடுதல் பணிகளை மேற்கொள்ள வேண்டும். கிராம ஊராட்சிகள் விரும்பினால் தமிழ்நாடு குடிநீர் வடிகால் வாரியம் மூலமாக இப்பணிகளை செயல்படுத்தலாம்.

(iii) இக்கூடுதல் பணிகள் முடிவற்றவுடன், கிராம ஊராட்சிகள் புதிய வீட்டுக்குழாய் இணைப்புகள் கொடுக்க அனுமதிக்கலாம்.

- குறிப்பாக பொருளாதார நிலையில் பின் தங்கிய மக்கள் வசிக்கும் இடங்களில் உள்ள குழாய்களிலிருந்து அவர்களின் குடிநீர் தேவைகள் பாதிக்கும் வகையில், வீடுகளுக்கு குடிநீர் இணைப்பு கொடுக்கப்படக் கூடாது.

(5) அனுமதிக்கப்பட்ட அளவிற்கு மேலாக பொதுக் குழாய்களிலிருந்து வீட்டுக் குழாய் இணைப்பு கொடுக்கப்பட்டு, அது பொது குடிநீர் விநியோகத்திற்கு இடையூறாக அமைந்தால், அது போன்ற இணைப்புகளை சட்ட விரோதமானது என அறிவித்து அவற்றை துண்டிப்பதற்கு மாவட்ட ஆட்சியாளர்கள் ஊராட்சிகளுக்கு ஆணை பிறப்பிக்கலாம்.

8 புதிய திட்டங்களை பொறுத்தமட்டில், ஊரக குடியிருப்புகளில் வீட்டு இணைப்புகளுக்கான மதிப்பீடு செய்யப்பட்ட தேவைகளை தமிழ்நாடு குடிநீர் வடிகால் வாரியம் கணக்கில் எடுத்துக் கொள்ள வேண்டும்.

- இது போன்ற குழாய் இணைப்பு அனுமதி மூலம் பெறும் வருமானத்தை குடிநீர் திட்டங்களுக்கான மின் கட்டணம் மற்றும் இது போன்ற அனைத்து குடிநீர் பராமரிப்புப் பணிகளுக்கு மட்டுமே பயன்படுத்த வேண்டும் என்று அறிவுறுத்தப்படுகிறது. மேலும் இது சம்பந்தமான கணக்குகள் மற்றும் பதிவேடுகளை ஊராட்சிகள் தனியாக பராமரிக்கும்படி கேட்டுக் கொள்ளலாம்.

3) இந்த அரசாணைத் திட்டம் மற்றும் வளர்ச்சித் துறை அ.சா.கு.நாள்-4.12.1998 நகராட்சி நிர்வாகம் மற்றும் குடிநீர் வழங்கல் துறை அ.சா.கு.நாள்-4.12.1998 மற்றும் நிதித் துறை அ.சா.கு எண். 5014/எப்.எஸ்./பி/98/ நாள்-06.12.1998ன் இசைவின் பேரில் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

இரமேஷ் சந்திர பண்டா
அரசு செயலாளர்

13. viii) **D.O.Lr.No.5354/2007/WS-1 Dated:07.03.2007**

Gagandeep Singh Bedi, I.A.S.,
Director of Rural Development
and Panchayati Raj,

Panagal Building,
1, Jeenis Road,
Saidapet, Chennai-15
Phone:24323794 (O)
Fax:24343205
E.Mail: drd@tn.nic.in

D.O.Lr.No.5354/2007/WS-1 Dated:07.03.2007

Dear Thiru.

Sub:- Comprehensive Water Supply Scheme –
Installation of Water metres in Village Panchayats
by AEE (water Supply) in Collectorate –
Instruction issued – Regarding.

* * * * *

During the review meeting of Assistant Directors (Panchayat) conducted on 28.02.2007, the Assistant Director (panchayat) of your district has been asked to give the deposit amount to the Executive Engineer. TWAD Board Maintenance wing) for installation of water metres in all the Village panchayats where the water supply is given by the TWAD Board under Comprehensive water Supply Scheme. However, now in revision of earlier stance, it has been decided not to entrust the water metre installation work to TWAD Board. Instead estimates may be formulated adopting the TWAD schedule of rates by the AEE (Water Supply) attached to the Collectorate and the work should be undertaken under the technical supervision of the AEE (water Supply) himself and the District Collector should give due administrative sanction for the work.

However, the location of installation of water metre has to be selected with due care. Hence, in order to fix the location of installation of water metre in a village Panchayat, the AEE (Water Supply) /AE (water Supply) concerned should be asked to visit the

Village Panchayat and the following report should be prepared before administrative sanction is accorded for the installation of water metre.

Sl.No	Name of CWSS	Name of Village Panchayat	No. of OHTs	No. of points where water metres are required	Name of locations of water metre	Name of AEE (WS/AE(WS) who surveyed the site
1	2	3	4	5	6	7

It should be ensured that the capacity of the water metre and the exact location in the Village Panchayat should be properly ascertained before calling for tenders.

Yours
sincerely,
(Gagandeep Singh Bedi)

To

Thiru.

District Collector,

.....District

Copy to: All Project Officers, DRDA

Copy to: Secretary to Government, RD&Pt.Raj Dept., Chennai-9

14. பழுதடைந்த கட்டடங்களை அப்புறப்படுத்துதல்

14.1) Guidelines for dismantling of old Buildings under the control of Village Panchayats and Panchayat Unions

Rural Development and Panchayat Raj (SGS IV) Department

G.O.(Ms) No.56

Dated: 3.4.2008
Read

(1) G.O.(Ms.) No.203, Rural Development and Panchayat Raj (PR.1) Department, dated 20.12.2007.

(2) G.O.(Ms.) No.204, Rural Development and Panchayat Raj (PR.1) Department, dated 24.12.2007.

(3) From the Director of Rural Development and Panchayat Raj,

a. D.O.letter No.85941/2007/TU1, dated 1.3.2008.

ORDER

The Government have issued comprehensive orders in the G.Os 1st and 2nd read above for according Administrative sanction, Technical sanction, appointment of tender inviting and accepting authorities in respect of the works executed through the Rural Development and Panchayat Raj Department. The Director of Rural Development and Panchayat Raj has stated that the Rural Development and Panchayat Raj Department is maintaining various kinds of buildings such as School Buildings, Kitchen sheds, Library Buildings, Sanitary Complexes, Panchayat Union Offices, Village Panchayat Office, Over Head Tanks etc. With the passage of time and due to various circumstances, certain buildings become dilapidated and need to be dismantled for safety considerations. In such cases, there are no specific guidelines and clear delegation of powers, for issuing orders for dismantling the dilapidated buildings of Rural Development and Panchayat Raj Department. He has therefore suggested certain Guidelines to be framed and requested the Government to issue necessary orders for dismantlement of old buildings under the control of Village Panchayats and Panchayat Unions.

2. The Government after careful examination of the proposal sent by the Director of Rural Development and Panchayat Raj in this regard, issue the following guidelines to be followed for dismantling of old buildings under the control of Village Panchayats and Panchayat Unions.

GUIDELINES

While taking decision for dismantling a building, the main factor to be considered is the structural stability and not merely the age of the building.

(I) The following Panchayat whose building is proposed to be demolished shall furnish to the Block Development Officer the following particulars:-

The exact age and condition of the building in detail.

Resolution specifically suggesting demolition of the building taken on all four directions on inner and outer side.

(II) The concerned Block Development Officer shall then send the following details to the Assistant Executive Engineer (Rural Development).

- (i) Specifically certify about the age of the building.
- (ii) If the records for the age of the building are not traceable, he should certify that the connected records are not available in the District.

If the building proposed for demolition belongs to the Panchayat Union then the Block Development Officer will obtain the resolution specifically suggesting demolition from the Panchayat Union, take photographs of the building from all four directions on inner and outer side, certify the age (or certify that the connected records are not available in the district) and forward the same to the Assistant Executive Engineer (Rural Development).

(III)

- (i) The Assistant Executive Engineer (Rural Development) concerned shall inspect the damage to the building personally.
- (ii) After inspection, the Assistant Executive Engineer (Rural Development) shall give his specific recommendation about the structural stability of the building to the Executive Engineer (Rural Development).

(IV)

- I. The Executive Engineer (Rural Development) shall inspect the building.
- II. He should scrutinize the resolution of the Village Panchayat or Panchayat Union concerned and also the structural stability report of the building furnished by the Assistant Executive Engineer (Rural Development) concerned.

If he is of the opinion that the building does not require dismantling, he shall specifically record his remarks and send his report to the District Collector.

- (iv) If he is in agreement with the resolution of the Village Panchayat or Panchayat Union concerned, he shall give his specific recommendations about the structural stability of the building and send his report to the District Collector.

(V)

(i) The District Collector shall pass orders based on the report of the structural stability of the building furnished by the Executive Engineer (Rural Development), in case the age of the building is over 40 years irrespective of the plinth area of the building or the age of the building is over 30 years and the plinth area is below 450 sq.ft.

(ii) If the age of the building is in between 30 and 40 years, and the plinth area of the building is above 450 sq.ft. then, the District Collector shall forward his report on the structural stability of the building furnished by the Executive Engineer (Rural Development) to the Director of Rural Development and Panchayat Raj.

(VI) For buildings of age in between 30 and 40 years, and the plinth area of the building is above 450 sq.ft. the Director of Rural Development and Panchayat Raj shall direct the Superintending Engineer (Rural Development) to inspect the building concerned and to submit his specific remarks based on the remarks of the Executive Engineer(Rural Development) concerned. The Director of Rural Development and Panchayat Raj shall pass his final orders based on the structural stability report of the Superintending Engineer (Rural Development).

(VII) This rule will not be applicable to individual assets such as Group Houses constructed under IAY scheme and individual household latrines constructed under Total Sanitation Campaign(TSC),

(7) If the expenditure on dismantlement could not be met in the Estimate for New works, then, the concerned Village Panchayat and Panchayat Union shall meet the expenditure from their General Fund. The Government direct that concerned Panchayat/Panchayat Union should auction the wood, steel rod and other materials after dismantlement and to remit the amount into their General Fund.

(8) The Government further direct that the Secretary to Government, Rural Development and Panchayat Raj Department is empowered to modify the above mentioned guidelines in consultation with the Director of Rural Development and Panchayat Raj based on the exigencies required then and there.

(By order of the Governor)

K. ASHOK VARDHAN SHETTY
SPECIAL COMMISSIONER &
SECRETARY TO GOVERNMENT

15. சமுதாய சொத்துக்கள்

15. i) Extract of Tamil Nadu Panchayat act 1994, Section 222

222. Time for complying with notice, order, etc. and power to enforce in default.-

(1) Whenever by any notice, requisition or order under this Act, or under any rule, bye-law or regulation made thereunder, any person is required to execute any work, to take any measures or to do anything, a reasonable time shall be named in such notice, requisition or order within which the work shall be executed, the measure taken or the thing done.

(2) If such notice, requisition or order is not complied with within the time so named:-

(a) the Executive Authority of the Village Panchayat or the Commissioner or the ¹[Secretary], as the case may be, may cause such work to be executed, or may take any measure or do anything which may, in his opinion, be necessary for giving due effect to the notice, requisition or order, and

(b) if no penalty has been specially provided in this Act for failure to comply with such notice, requisition or order, the said person shall be punishable with fine not exceeding fifty rupees for every such offence.

16.கிராம ஊராட்சித் தலைவர், துணைத்தலைவர் மற்றும் உறுப்பினர்கள் – நீக்குதல், பதவி விலகல், நம்பிக்கையில்லா தீர்மானம்.

16. iii). Extract of Tamil Nadu Panchayat act 1994, Section 205

205. Removal of President.- (1) The Inspector-

(a) of his own motion, or

(b) on a representation in writing signed by not less than two-thirds of the sanctioned strength of the Village Panchayat containing a statement of charges against the President and presented in person to the Inspector by any two of the members of the Village Panchayat, is satisfied that the President willfully omits or refuses to carry out or disobeys any provision of this Act, or any Rule, bye-law, Regulation or lawful order made or issued under this Act or abuses any power vested in him, the Inspector shall, by notice in writing, require the President to offer within a specified date, his explanation with respect to this acts of omission or commission mentioned in the notice.

(2) If the explanation is received within the specified date and the Inspector considers that the explanation is satisfactory, he may drop further action with respect to the notice. If no explanation is received within the specified date or if the explanation received is in his opinion not satisfactory, he shall forward to the Tahsildar of the taluk a copy of the notice referred to in sub-section (1) and the explanation of the President if received within the specified date with a proposal for the removal of the President for ascertaining the views of the Village Panchayat.

(3) The Tahsildar shall then convene a meeting for the consideration of the notice and the explanation, if any and the proposal for the removal of the President, at the office of the Village Panchayat at a time appointed by the Tahsildar.

(4) A copy of the notice of the meeting shall be caused to be delivered to the President and to all the members of the Village Panchayat by the Tahsildar atleast seven days before the date of the meeting.

(5) The Tahsildar shall preside at the meeting convened under this section and no other person shall preside thereat. If, within half an hour appointed for the meeting, the Tahsildar is not present to preside at the meeting, the meeting shall stand adjourned to a time to be appointed and notified to the members and the President by the Tahsildar under sub-section (6).

(6) If the Tahsildar is unable to preside at the meeting, he may, after recording his reasons in writing, adjourn the meeting to such other time as he may appoint. The date so appointed shall be not later than thirty days from the date so appointed for the meeting under sub-section (3). Notice of not less than seven clear days shall be given to the members and the President of the time appointed for the adjourned meeting.

(7) Save as provided in sub-sections (5) and (6), a meeting convened for the purpose of considering the notice and the explanation, if any and the proposal for the removal of the President under this section shall not for any reason, be adjourned.

(8) As soon as the meeting convened under this section is commenced, the Tahsildar, shall read to the Village Panchayat the notice of the Inspector and the explanation if any, of the President ¹[and the proposal for the removal of the President], for the consideration of which it has been convened.

²[(8-A) There shall be no debate in any meeting under this section].

(9) The Tahsildar shall not speak on the merits of the notice or explanation nor shall be entitled to vote at the meeting.

(10) The views of the Village Panchayat shall be duly recorded in the minutes of the meeting and a copy of the minutes shall forthwith on the termination of the meeting be forwarded by the Tahsildar to the Inspector.

(11) The Inspector may, after considering the views of the Village Panchayat in this regard, in his discretion either remove the President from

office by notification with effect from a date to be specified therein or drop further action.

(12) The Government shall have power to cancel any notification issued under sub-section (11) and may, pending a decision on such cancellation, postpone the date specified in such notification.

³[(13) Any person in respect of whom a notification has been issued under sub-section (11) removing from the office of President shall, unless the notification is cancelled under sub-section (12), be ineligible for election as President until the expiry of three years from the date specified in such notification as postponed by the order, if any, issued under sub-section (12)].

16. iv) . Extract of Tamil Nadu Panchayat act 1994, Section 206

206. Removal of Vice President.- (1) If in the opinion of the Inspector, the Vice President willfully omits or refuses to carry out or disobeys any provisions of this Act or any Rule, Bye-law, Regulation, or lawful order made or issued under this Act or abuses any power vested in him, the Inspector shall, by notice in writing, require the Vice President to offer within a specified date, his explanation with respect to his cases of omission or commission mentioned in the notice.

(2) The provisions of sub-sections (2) to (13) (both inclusive of Section 205 shall, as far as may be, apply in relation to the removal of the Vice President as they apply in relation to the removal of the President by the Inspector on his own motion.

16. v). Extract of Tamil Nadu Panchayat act 1994, Section 242 2 (iv)

242. Power of Government to make Rules.- (1) The Government shall in addition to the Rule making powers conferred on them by any other provision contained in this Act, have power to make rules generally to carry out the purposes of this Act.

¹[(1-A) A Rule under Section 188 may be made so as to have retrospective effect on and from a date not earlier than the 26th day of March 1997.]

(2) In particular, and without prejudice to the generality of the foregoing power, the Government may make Rules-

(i) as to the principles to be followed in regard to the exclusion of any local area from or the inclusion of any local area in a village under sub-section (2) of Section 4;

(ii) providing for-

²[(a) the adjudication of disputes arising out of election by the district judge having jurisdiction;]

(b) all matters relating to electoral rolls or elections, not expressly provided for in this Act, including deposits to be made by candidates standing for election and the conditions under which such deposits may be forfeited, and the conduct of inquiries and the decision of disputes relating to electoral rolls;

(iii) as to the determination of the population for the purposes of this Act;

(iv) as to the resignations of Chairman, Vice Chairman and members of Panchayat Union Councils and District Panchayats and of the Presidents, Vice Presidents and members of Village Panchayats and the date on which such resignations shall take effect;

(v) as to the interpellation of the Chairman and Vice Chairman and by the members of a Panchayat Union Council or the District Panchayat and of the President of a Village Panchayat by the members of the Village Panchayat, and the moving of resolutions at meetings;

(vi) as to the constitution of Committees of the Panchayat and the inclusion of outsiders therein and the delegation of functions to such Committees;

17. திட்டங்கள்

17.i)

Abstract

17.viii) Schemes – New State Scheme – Tamil Nadu Village Habitations Improvement (THAI) Scheme – Implementation of Scheme during 2011-2012 – Sanction of funds of Rs. 680,00,000/- Prescribing -Guidelines for implementations of Scheme – Approved- Orders – Issued.

Rural Development and Panchayat Raj (SGS1) Department

G.O.(Ms.) No.100

Dated: 02.12.2011

Read:

1. From the Commissioner of Rural development and Panchayat Raj Letter No.53469/2011/THAI, Dated 23.07.2011.
2. Government Letter No.20786/SGS1/2011-1, Dated.02.09.2011.
3. G.O.(Ms.) No.97, Rural Development and Panchayat Raj (PR-I) Department, dated 01.12.2011.
4. G.O.(Ms.) No.99, Rural Development and Panchayat Raj(PR-I) Department, Dated. 02.12.2011.

ORDER :

The Hon'ble Minister for Finance while presenting revised budget for 2011-2012, has announced, among others, that a comprehensive rural infrastructure development programme, the TamilNadu Village Habitations Improvement (THAI) Scheme will be launched by this Government from 2011-2012 to improve the basic amenities through convergence of various Programmes. This programme will follow the habitation approach for infrastructure. Under Tamil Nadu Village

Habitations Improvement (THAI) Scheme, Rs.680 crores will be allocated every year to cover all rural habitations in a phased manner over a period of five years. This scheme will fill the resource gap in the provision of basic amenities. The Hon'ble Minister for Municipal Administration and Rural Development has also announced on the floor of the Assembly that the Tamil Nadu Village Habitations Improvement (THAI) Scheme will be launched during the year 2011-2012.

2. In the letter first read above, the Commissioner of Rural Development and Panchayat Raj has sent a proposal along with draft guidelines for implementation of Tamil Nadu Village Habitations Improvement (THAI) Scheme during 2011-2012. The Commissioner of Rural Development and Panchayat raj has requested the Government to sanction a sum of Rs.680 crores and also to issue necessary orders for implementation of Scheme besides approving the draft guidelines.

3. The Government have examined the proposal of the Commissioner of Rural Development and Panchayat Raj in detail and decided to accept the same. Accordingly, the Government issue the following orders:-

- (i) The fully State-funded Scheme aims at providing basic infrastructure facilities to all the habitations shall be called as "Tamil Nadu Village Habitations Improvement (THAI) Scheme".
- (ii) Sanction is accorded for a sum of Rs.680,00,00,000/- (Rupees Six Hundred and Eighty Crores only) towards implementation of Tamil Nadu Village Habitations Improvement (THAI) Scheme.

(iii) Detailed guidelines for implementation of various components under “Tamil Nadu Village Habitations Improvement (THAI) Scheme” are approved and annexed to this order.

4. The Expenditure sanctioned in para 3 (ii) shall be debited under the following Head of Account:-

(a) A sum of Rs. 496.69 Crores shall be debited under the following Head of Account:

4515-00- Capital outlay on other rural development programmes – Schemes in the Eleventh Five Year Plan –II – State Plan – 800 – Other expenditure –JX- Tamil Nadu Village Habitations Improvement (THAI) Scheme.

(b) 50% of the sum earmarked from Infrastructure Gap Filling Fund (IGFF) shall be utilized for Tamil Nadu Village Habitations Improvement (THAI) Scheme i.e. Rs. 83,31,00,000/- (Rupees eighty three crores and Thirty one lakhs only)

(c) A sum of Rs.100,00,00,000/- (Rupees one hundred crores only) shall be met out from Pooled Assigned Revenue - Fund for Priority Schemes in Rural Areas by the Commissioner of Rural Development and Panchayat Raj.

5. The Commissioner of Rural Development and Panchayat Raj is authorized to draw and disburse the amount sanctioned in para 3 above.

6. This order issues with the concurrence of Finance Department vide its U.O.No. 57561/Fin (RD)/2011, Dated.18.11.2011.

(By Order of the Governor)

N.S.PALANIAPPAN,
Principal secretary to Government

To

The Commissioner of Rural Development and Panchayat Raj,
Chennai -15.

All District Collectors (except Chennai)

All Project Directors, District Rural Development Agencies,
(through Commissioner of Rural Development and Panchayat Raj,
Chennai -15)

The Principal Accountant General, Chennai -6/18/35.

The Pay and Accounts Officer (South), Chennai -35.

The Pay and Accounts Officer (East), Chennai -5.

The Pay and Accounts Officer (North), Chennai -1.

The Pay and Accounts Officer , Madurai.

All District Treasury Officers

Rural Development and Panchayat Raj Department(PRI), Chennai-
9

(for necessary follow up action to allot fund from SFC grant)

Copy To

The Additional Chief Secretary / Secretary-I to the Hon'ble Chief
Minister, Chennai – 9.

The Senior Personal Assistant to Hon'ble Minister for Finance,
Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Municipal
Administration and Rural Development, Chennai-9.

The Private Secretary to Chief Secretary to Government, Chennai-
9.

The Finance (BGI/BGII/RD/FCIV) Department, Chennai-9.

//Forwarded by Order //

Section Officer

**G.O.(Ms.) No.100, RD & PR (SGS1) Department, Dated
02.12.2011**

ANNEXURE
GUIDELINES FOR TAMIL BADU VILLAGHE HABITATIONS
IMPROVEMENT (THAI) SCHEME

1. Introduction :

The Government continuously endeavors to improve the Physical Quality of Life Index (PQLI) in rural areas by providing Safe drinking water, Sanitation, round the clock health facilities , quality education, all weather roads etc., as well as aims at creation of urban standards in the villages.

In all the erstwhile or existing Rural Development Schemes, Village Panchayat is considered as the 'Basic Unit' both for fund allotment and implementation purpose. But in people's perception "habitation" is considered as their Socio- economic identity and Continuously represents to fulfill their developmental requirements in the habitation where they dwell.

In Tamil Nadu, the Number of Habitations in the Village Panchayats varies from District to District. There are 79,394 numbers of habitations in 12,524 villages. On an average a single Village Panchayat has 7 habitations. In Nilgiris, the average habitations per Village Panchayats 37 and in Villupuram the average No. of habitations per Village Panchayat is 3. Allocating equal amount of fund to the Village Panchayats with varied number of habitations will lead to disparity in development and skewed distribution of assets. Hence, to have a balanced distribution of funds and assets creating the basic infra-structure, it is imperative to have "Habitation" as the basic unit for implementation of this scheme so as to remove the lacunae noted above.

To overcome these disparities in the developmental process and to ensure minimum basic infrastructure facilities to all habitations leading to the improvement of the Physical Quality Life Index of each and every Village habitations of the Village Panchayats, the Government has proposed to introduce its Flagship Programme called” Tamil Nadu Village Habitations Improvement (THAI) Scheme.

2.Classification of Village Panchayats on the basis of Population (2001-Census):

There are 12,524 Village Panchayats in the state spread across the 31 districts. As can be seen from Table 1, the population of village Panchayats in Tamilnadu is widely varying with some Village Panchayats having population even below 500 while some others have population exceeding 10,000.

Table-I

Sl.No.	Population	No.of Village Panchayats
1	Below 500	66
2	501-1,000	1,175
3.	1,001-3,000	7,228
4.	3,001-5,000	2,554
5.	5001-10,000	1,354
6.	Above 10,000	147
	Total	12,524

3.Classification of Village Panchayats on the basis of Number of habitations:

Considering the Number of habitations the Village Panchayats are classified as below:

Sl.No.	Population	No.of Village Panchayats
1	Below 5	6,241
2	5-15	5,434
3.	16-25	637
4.	Above 25	212
	Total	12,524

5. Fund allocation :

There is a positive correlation between the population of a Village Panchayat and the No.of habitations within it. The following table also exhibits the same facts.

Table -3

Fund requirements for THAI Scheme

Sl.No	Habitation Range	No.of Village Panchayats	Total Population	Average population per panchayat	Allocation Per Panchayat (Rs.In Lakhs)			Total requirement (Rs.in crores)
					Minimum basic	Additional Funds	Total Funds	
1	Below 5	6241	12534047	2008	20	0	20	1248.20
2	5-15	5434	17392688	3201	20	10	30	1630.20
3	16-25	637	3553429	5578	20	20	40	254.80
4	Above 25	212	1864689	8796	20	30	50	106.00
	Total	12524	35344853	19583				3239.20
	Fund for Survey, IEC, Preparatory activities and awards							160.80
	Grand Total							3400.00

The requirements of a Panchayat will be more if it has more number of habitations. Taking this concept into consideration, the Panchayats have been grouped into 4 categories based on the number

of habitations for the purpose of allocation of funds. Thus, village panchayats with more number of habitations and having a larger population shall receive more funds. The above table clearly depicts the funds requirement for the 12,524 panchayats which is Rs.3,400 crores. This scheme is scheduled to be implemented for the next 5 years and every village Panchayats would be taken up for implementation proportionately every year and funds to the tune of Rs.680 crores would be allocated to them annually. Therefore in the next 5 years, all the habitations in the Village Panchayats would be covered at a total cost of Rs.3400 crores under the THAI scheme.

With regard to fund allocation to each District and allocation of fund to Village Panchayats / Habitations within the Districts, detailed guidelines will be issued separately by the Commissioner of Rural Development and Panchayat Raj.

5. Detailed Survey on the availability and requirement of Basic needs :

In order to ascertain the present status on the availability of basic needs and to assess the habitation wise requirement of basic infrastructure facilities a detailed survey has to be conducted. The Commissioner of Rural Development and Panchayat Raj is authorized to design the format, communicate the same to the Districts, collect and consolidate the reports from the Districts. The survey format should be designed in such a way that it should capture the availability or non availability of all minimum required facilities like Water Supply, Street Lights, Roads, Burial Ground, Pathway to Burial grounds, School infrastructure, Public Distribution Shops, Anganwadi Centres, etc.

Survey Team :

Survey should be conducted in all the habitations of the Village Panchayats.

For each habitations, a four member Committee consisting of the following members will be given responsibility to survey and assess the requirement of basic infrastructure :

Official Members

1. Deputy Block Development Officer
2. Union Overseer
3. Panchayat Secretary

Elected Representative

Panchayat President.

This Committee should visit all the habitations lying within the village Panchayat and collect details about the existing basic facilities and the required basic facilities.

Based on the outcome of the Survey, the Infrastructures essentially required for each habitation will be assessed and priority needs of all the habitations in the Panchayat will be finalized.

6.Type of works to be taken up :

The works to be taken up under Tamil Nadu Village Habitations Improvement Scheme can be broadly grouped into three categories.

A. Minimum Basic requirements :

There are Five Components of work under this category.

1. Water Supply
2. Street Lights
3. Roads i) Internal roads – CC pavement
ii) Link roads – Connecting habitations
4. Burial grounds
5. Pathway to Burial grounds.

After fulfilling the above 5 basic needs in each habitation of the Village Panchayat the following requirements may be taken up based on the need.

B. Additional requirements :

1. Anganwadi Centre
2. Public Distribution Shop (PDS)
3. Self Help Group Building
4. Threshing Floor
5. Play Ground.

C. Other works :

Any other required works other than listed works mentioned above may be taken up as additional items.

6.1 Works under Minimum Basic requirements

i. Water Supply

Wherever required, the drinking water supply works like provision of mini power pump, extension of pipeline, augmentation of existing source (in case of Individual Power Pump Schemes (IPP) shall be taken up.

ii. Street Lights

- New Street Lights may be provided based on the need.
- Installation of street lights in new habitations, extension areas, Adi-dravidar and Tribal habitations, IAY housing colonies and pathways to burial grounds may be taken up on priority basis.
- Additional street lights in areas where the existing coverage is inadequate may also be taken up.
- Incase of far flung or isolated habitations solar street lights may be installed.

- Wherever required, street light fitting may also be provided in the poles already installed by Tamil Nadu Electricity Board. These works may be taken up as Deposit Work through Tamil Nadu Electricity Board.
- Conversion of street lights into Solar Powered Lights under Member of Legislative Assembly Constituency Development Scheme (MLACDS) may also be dovetailed to fulfill the requirement of streetlights.

iii. **Roads**

Both internal streets and link roads can be taken up in this category.

a) CC Roads

In case of internal streets, CC pavement may be taken up and the following instructions may be adhered to.

- 1) Streets having residential units on both sides of the pavement should be given priority.
- 2) Streets or lanes in low lying areas prone for water logging during the rainy seasons must be given top priority.
- 3) If a part of a street has been covered with cement concrete pavement and a part is still uncovered then such uncovered streets should be taken on priority.
- 4) If there are any EB / Telephone poles in the middle of the street, they should be shifted to the edges before laying the cement concrete pavement.
- 5) Piecemeal works should be avoided.

b) Design Criteria to be followed for laying the cement concrete pavement :

- 1) The riding surface of the cement concrete pavement should be laid by taking into account the floor levels of the houses in order to ensure that the surface run off does not enter into the residential units.
- 2) Both sides of cement concrete pavement should be filled up with unscreened gravel as this avoids stagnation of water on both sides and prevent breaking of edges apart from preventing skidding of two wheelers and pedestrians. Gentle camber may be provided so that the water may drain easily.
- 3) Cross drainage provision must be given to avoid the water logging and stagnation on the sides of the pavement.
- 4) Dummy duct with a pipe provision may be provided wherever necessary.
- 5) Expansion joints should be provided at an interval of about five meters (5m) with bituminous pad.

iv) Link Roads :

1. Priority must be given to Link roads that are
 - i) Bus plying roads.
 - ii) Up gradation of WBM roads to BT.
 - iii) Roads that connect two or more habitations of the same Village Panchayats.
 - iv) Up gradation of Earthen/ Gravel and WBM roads to BT standard may be taken up.
2. Since ample scope is available under MGNREGS, no new formation of roads should be taken up under this scheme.

However, an earthen road formed under MGNREFS can be improved to BT standard under the scheme.

3. Based on the fund availability link roads that connect or run through two or more Village Panchayats may be taken up. But it should be ensured that there is no overlapping of road works.

v) **Burial grounds :**

Every burial ground / cremation ground taken up under this scheme should be provided with:

- a) **Approach road :** A 3 metre width cement concrete pavement of the required length upto the entrance gate, in the case of burial ground or upto the cremation platform shall be laid under this Scheme based on necessity.
- b) **Compound Wall :** A brick compound wall without a gate covering the entire perimeter may be taken up under this scheme. If the perimeter is very large, atleast the side having the main entrance should be compulsorily taken up and the other corners earmarked with Pre-cast Cement Concrete Pillars with strong foundation. Further, pillars may be put up at suitable intervals on the other sides of the burial ground in order to make the boundary wall earmarked. On no account, barbed wire/ chain link fencing should be provided.
- c) **Cremation shed:** It should be constructed by adopting the following indicative size and dimensions.

It should be 12 feet long x 6 feet wide and the platform should be raised to a height of 2 feet.

It should only have a RCC roof supported by four pillars and have chimney facilities on the roof. GI sheet/ Asbestos cement sheet are strictly banned.

Flooring of the platform may be of sand/ earth /fire resistant bricks.

The Platform should have a 4 feet wide cement concrete pathway.

This can be modified into a waiting shed in case of villages where cremation is not in practice.

d) **Water facility** : A hand pump shall be provided in the burial ground / cremation ground. Provision of water supply through extension of pipeline and installation of a tap at the burial ground should be avoided.

e) **Lights** : Lights may be provided based on necessity. If the location of burial ground then that particular component (s) need not be taken up.

vi. **Pathway to Burial ground**

This is the most essential component of the scheme :

i) Wherever the approach road or pathway is not available, Land should be acquired by utilizing the AD welfare fund or BC welfare fund. Collectors should give topmost priority to this item of work. Once the land is acquired then the road upto BT standards should be laid utilizing the THAI scheme funds.

ii) Wherever the pathway is already available, then the improvement of the existing road may be taken up, based on the need.

a) Earthen /Gravel/ WBM road may be upgraded to BT standards.

b) If the existing BT road is in damaged condition, renewal work may be done to maintain the standards.

Since Water supply, street Lights, Roads, Burial Ground and Pathway to Burial Ground are the most essential components in any habitation it should be ensured that on completion of THAI Scheme all these facilities are provided in all the habitations. Responsibility for provision of all the facilities as envisaged in the scheme is that of the Executive Engineer (RD) and Project Director, District Rural Development Agency (DRDA). For any lapses in this regard, they will be held responsible.

6.2 Additional requirements :

(i) Anganwadi Centre

Anganwadi centres functioning in private buildings on rental basis, may be provided with a new building.

(ii) Public Distribution Shop

Full time PD shops which are not functioning in its own building, may be provided with a new building.

(iii) SHG building

During 2001-2006, SHG buildings constructed in all Village Panchayats at the rate of one per Village Panchayat. Hence, SHG buildings may not be required in all the habitations. Nevertheless, if the number of functional SHGs are more than 20, then an additional SHG building may be taken up, based on the need, wherever suitable land is available.

(iv) Threshing floor

During 2001-2006, threshing floor was taken up in all the Village Panchayats at the rate of one per Village Panchayat. Hence, threshing floor may not be required in all habitations. Only in habitations where it is left over, it may be taken up based on need.

(v) Play Ground

Play ground were established in all Village Panchayats. This may not be a immediate essentiality in all the habitations. But wherever there is a functional youth club within the habitations, without a play ground, new play ground may be taken up. Leveling and Consolidation of Play ground can be taken up.

Purchase of sports materials may also be dovetailed with Self Sufficiency Scheme (SSS) and Panchayat Yuva Krida Aur Khel Abhiyan (PYKKA) Scheme of Sports Development Authority of Tamil Nadu.

Wherever required a small building to store the sports goods may be constructed.

7. Information Boards :

Details of the works taken up along with the estimated cost has to be exhibited in all the habitations for information of the Pubic through information Boards.

8. Negative List / Prohibited Works :

The following works cannot be taken up under the THAI Scheme:

1. Construction of office and residential buildings belonging to Central and State Governments, including Public Sector Undertakings, Co-operatives and Societies except Public Distribution Shops which can be taken up under the untied component of THAI.
2. All renovation, maintenance and repair works.
3. Purchase of all movable items, equipments and furniture.
4. Any work in Government aided and Self financing schools and Collages.
5. Assets for individuals / family benefits.

6. All works involving commercial establishments / Units.
7. Grant and loans, Contribution to any Central and State / UT Relief Funds.
8. Acquisition of land or any compensation for land acquired.
9. Reimbursement of any type of completed or partly completed works.
10. All revenue and recurring expenditure.
11. Works within the places of religious worship and on land belonging to or owned by religious faiths / Groups.
12. Gravel / WBM Roads (Roads up to BT Standard only should be taken up)
13. Installation of Sodium Vapour / High Mast Lights.

9. Selection of Works, Scrutiny and Administrative sanction :

After the completion of survey of all habitations in the District, the Committee consisting of the following members will finalize the works to be taken up in each of the habitations of the Village Panchayat.

- (A) Village Panchayat President concerned.
- (B) Block Development Officer (Village Panchayats)
- (C) Assistant Engineer (RD) / Block Engineer of the concerned Block.

The selected works should be got approved by a Special Grama Sabha to be convened for this purpose. The proposals for administrative sanction should be prepared Panchayat-wise and sent to the Project Director, DRDA duly signed by the concerned Village

Panchayat President, BDO(Village Panchayat) and Assistant Engineer (RD) /Block Engineer.

The proposal has to be scrutinized in detail by the Project Director, DRDA and the Executive Engineer (RD). While scrutinizing the proposals, it should be ensured that all the requirements of all the habitations within the Panchayat as per the survey find a place in the proposal without any omission. If there is gap even after taking works to the full allocation of the Village Panchayat, then the Project Director should prepare a detailed plan to dovetail funds from other Rural Development Schemes so as to fulfill all the basic requirements in all habitations of that Village Panchayat as envisaged in the scheme guidelines.

After taking up of all the basic requirements and the additional requirements, if there is any balance amount available out of the allocated funds in a Village Panchayat, the same should be utilized to fill the basic infrastructure gap of needy Panchayats in the District.

The scrutinized proposals along with the excess funds available in the Panchayat / further funds required to bridge the basic infrastructure gap should be submitted to the District Collector.

The Committee comprising of the District Collector, Project Director, DRDA and Executive Engineer (Rural Development) should go through the proposals and effect necessary re-allocation of surplus funds to needy Village Panchayats submitted by the BDOs should be revised accordingly. After ensuring that all the excess funds available in all the panchayats are re-allocated and works are taken up for the re-allocated amount, the District Collector shall accord administrative sanction to the works panchayat-wise.

After the above exercise is completed, if excess of funds are all still available in the District after fulfilling all the basic infrastructure needs of all the habitations of all the Panchayats in a District, the same

may be remitted back to the Directorate of Rural Development and Panchayat Raj.

10. Dovetailing of funds:

Apart from the schemes under the Rural Development and Panchayat Raj Department, many schemes are implemented by other Departments at the District level such as Drought Prone Area Programme and Wasteland Development Programme and other programmes of Agriculture Department, Schemes through Horticulture Department, Veterinary and Animal Husbandry, Dairy Department, Sericulture, Highways and Rural Roads, Public Works Department, health camps by Health and Family Welfare Department, Labour and Employment Department, Social Welfare Department, Education Department etc. The District Collector shall dovetail such schemes so as to ensure all round development of the habitation as envisaged in the THAI Scheme.

11.Flow of funds:

The District Collectors shall maintain a separate savings bank account and the BDO (Village Panchayats) shall maintain a separate savings bank account for the THAI Scheme. There is no need to open accounts for THAI scheme at the Village Panchayat level and it is enough if the District Collector and the Block Development Officer (Village Panchayats) maintain separate Bank accounts for THAI scheme at the District level and Block level respectively. In order to prevent mixing up of funds meant for one Village Panchayat with that of another, the Block Development Officer (Village Panchayats) shall maintain a ledger with separate page(s) for each Village Panchayat to indicate the receipts and expenditure.

12. Mode of execution:

BDO (Village Panchayats) is the tender inviting authority for all the works. For inviting & accepting tenders, the procedure prescribed in G.O.(Ms). No. 203, R.D. & P.R. (PRI) Department, dt.20.12.2007 should be followed.

13. Documentation :

The District Collector should document various processes of the Scheme implementation starting from selection of works to completion of works. Documenting the works before and after implementation and documenting deliberation, photographs, video etc., will be prepared for comparison and impact studies of the scheme at a later date. Success stories of community based infrastructure will be prepared. Out of the fund allocation for the scheme, approximately 5% is allocated for survey, preparatory activities, awards, documentation and other Information Education and Communication (IEC) activities.

14. “THAI – awards”

THAI Awards will be given to the first three best performing districts which includes a shield and a Citation. The District Collectors and the Project Directors, DRDA will receive this award from the Hon'ble. Chief Minister at the State level. At the District level, one best performing Block and one Village Panchayat per Block will be recognized with a Shield and a Citation. These awards will be given at the District level.

15. The Principal Secretary to Government, Rural Development and Panchayat raj Department is empowered to modify the guidelines of Tamil Nadu Village Habitations Improvement (THAI) Scheme, whenever necessary, in consultation with the Commissioner of Rural Development and Panchayat Raj.

N.S.PALANIAPPAN,
Principal Secretary to Government

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Section Officer

17.iii) Schemes – Renovation of Integrated Sanitary Complexes for Women Rural Building Maintenance and Renovation Scheme – Fund allocation and guide lines for the implementation of the scheme for the year 2011-12 –Orders Issued.

Rural Development and Panchayat Raj (SGS-IV) Department

G.O (1D) No. 582

Dated:02.12.2011

Read:

- 1) G.O (1.D) No.256, Rural Development and Panchayat Raj(SGS-3) Department, dated 24.05.2010
- 2) From the Commissioner of Rural Development and Panchayat Raj, Letter Rs.No.50787/TSC.1/2011, dated 22.08.2011

ORDER:

The Hon'ble Chief Minister has instructed in the review meeting held on 12.07.2011 to renovate the Integrated Sanitary Complexes for Women which are under repair due to inadequate maintenance in the past five years, within a period of 3 months on a mission mode and make them functional in order to restore the sanitation facilities already created during 2001-04 for the benefit of rural women. The Integrated Sanitary Complexes for Women were constructed during the period 2001 to 2004 at the rate of one Sanitary Complex per Village Panchayat. Each Complex was around 750 sq.ft with the components of Toilets, Bath rooms/ pump room and washing area. These facilities were provided in the rural areas to ensure the privacy and safety to the women besides improving general hygiene and health to the rural people. The Commissioner of Rural Development and Panchayat Raj has stated that the Project Directors, District Rural Development Agency, were instructed to conduct a detailed survey of the status of functioning of the Integrated Sanitary Complexes for Women has arrived at an estimate amount of Rs.170.00 crores is required for renovation of 12,793 Integrated Sanitary Complexes for Women out of 13,210 so as to bring them back to usable condition. The Hon'ble Minister for Municipal Administration & Rural Development has also announced on the Floor of Tamil Nadu Legislative Assembly on 18.08.2011 that all the 13,210 Integrated Sanitary Complexes for Women will be renovated under Rural Building Maintenance and Renovation Scheme and put into the use during 2011-2012 with an outlay of Rs.170.00 crores.

2) The Commissioner of Rural Development and Panchayat Raj has requested the Government to allocate an amount of Rs.170.00 crores, for the renovation of Integrated Sanitary Complexes for Women under the Rural Buildings Maintenance and Renovation Scheme for the year 2011-12. In this connection, the Commissioner of Rural Development and Panchayat Raj has also stated that there is an utilised amount of Rs.50.00 crores available out of the total allocation of Rs.100.00 crores made for the Scheme during the year 2010-11(G.O.(1D) No.256, Rural Development and Panchayat Raj (SGS.3) Department, dated 24.05.2010). This can be used for renovation of Integrated Sanitary Complexes for Women in the current year. Therefore, the net requirement after deducting the above amount of Rs.50.00 crores from total requirement of Rs.170.00 crores , comes to Rs.120.00 crores. This can be provided for the year 2011-2012 as detailed below.

Allocation for Integrated Sanitary Complexes for Women under Rural Buildings Maintenance and Renovation Scheme for the year 2011-2012.

Sl.No.	Category	Amount
1	District Panchayat's share	Rs.40.00 crores
2	Panchayat Union's	Rs.40.00 crores
3	Village Panchayat's share	Rs.40.00 crores
	Total	Rs.120.00 crores

3) The above funds may be deducted from the State Finance Commission Grant for 2011-12 in 6 equal monthly instalments from April 2011 to September 2011 from the share of District Panchayats/Panchayat Unions/Village Panchayats as indicated above and released to the districts as per the requirements.

Monthly allocation for Integrated Sanitary Complexes for Women under Rural Buildings Maintenance and Renovation Scheme for the year 2011-2012.

District Panchayats share	Panchayat Unions share	Village Panchayats share	Total
Rs.6.66 crores	Rs.6.66 crores	Rs.6.68 crores	Rs.20.00 crores

4) Based on the above announcement, the Commissioner of Rural Development and Panchayat Raj has sent detailed proposal along with guidelines for implementation of Integrated Sanitary Complexes for Women

under Rural Building Maintenance and Renovation Scheme during 2011-12 and requested Government to issue order.

5) The Government have examined the proposal and guidelines sent by Commissioner of Rural Development and Panchayat Raj are decided to accept the same. Accordingly, the Government hereby order as follows:-

- i) to take up the renovation of Integrated Sanitary Complexes for Women constructed during 2001 – 2004 under Rural Buildings Maintenance and Renovation Scheme during 2011-12
- ii) Commissioner of Rural Development and Panchayat Raj is authorised to :
 - a) carry forwarded the unutilised amount of Rs.50.00 crores available under Rural Building maintenance and Renovation Scheme, 2010-11 to the current year allocation of the scheme, i.e., Rural Building Maintenance and Renovation Scheme, 2011-12;
 - b) deduct the funds of Rs.120.00 crores from the monthly release of State Finance Commission Grant for District Panchayats, Panchayat Unions and Village Panchayats as detailed in para 2 and 3 of this order; and
 - c) release the total allocated funds of Rs.170.00 crores to the Districts as per the actual requirements of the Districts, in instalments as deemed fit, for the renovation of Integrated Sanitary Complexes for Women.
- iii) The District Collectors are directed to execute the works through the Block Panchayats /Village Panchayats, as the case may be, by following the procedures laid down in the Tamil Nadu Transparency in Tenders Act, 1998 and Rules, framed there under.
- iv) The detailed guidelines for renovation of Integrated Sanitary Complexes for Women under Rural Buildings Maintenance and Renovation Scheme during 2011-12 are annexured to this Government Order.

6) This order issues with the concurrence of Finance Department vide its
U.O.No.62795/Fin9RD)/2011 dated 2.12.2011.

(By Order of the Governor)

N.S.PALANIAPPAN,
Principal Secretary to Government.

To

The Commissioner of Rural Development and Panchayat Raj, Chennai-15

The Commissioner of Rural Development and Panchayat Raj, (Training),
Chennai-15

All District Collectors.

Commissioner, Corporation of Chennai, Chennai-3

Commissioner, Municipal Administration, Chepauk, Chennai-5

All Departments of Secretariat, Chennai-9

The Principal Accountant General, Chennai-18

Pay and Account Officer, Chennai-35

Pay and Account Officer, Chennai -5

All Treasury Officers

Finance(Rural development) Department, Chennai- 9

Finance (Budget Gen-1/Budget gen-II/Finance W&M-1) Department, Chennai-9

Finance (Salaries) Department, Chennai-9

Planning Development and Special Initiatives Department, Chennai-9

// Forwarded by Order //

Section Officer.

G.O.(1D) No.582, RD & PR (SGS4) Department, Dated 02.12.2011
Annexure
Guidelines for the implementation of Rural Buildings Maintenance and
Renovation scheme 2011-12

Introduction:

Rural Buildings Maintenance and Renovation Scheme (RBMRs) was introduced with an objective of maintaining the assets of rural Local Bodies. Continuous and proper maintenance of the buildings should be done so as to have the full utilisation of the assets created. The assets of the rural Local Bodies such as Integrated Sanitary Complexes for Women which was introduced during 2001 to ensure privacy and safety to the women, besides improving general hygiene and health to the rural people, have been rendered unusable due to inadequate maintenance in the past five years. These Sanitary Complexes have been constructed at the rate of one per Village Panchayat. Each Complex was around 750 sq.ft with the components of Toilets, Bath rooms/ pump room and washing area. Inadequate water supply/electricity facilitates have resulted in non-functioning on Sanitary Complexes thereby causing hardship to rural women folk in the access to such basic facility. Since these facilities were provided in the rural areas in order to alleviate the sufferings of the rural women folk in the sanitation front, it has been decided to take up the renovation of Integrated Sanitary Complexes for Women so as to bring them back to usable condition, exclusively under the Rural Buildings Maintenance and Renovation Scheme, 2011-12 with a total allocation of Rs.170.00 crores.

1. Renovation of Integrated Sanitary Complexes for Women

1. Identification of works by Inspection Team:

As instructed by the Commissioner of Rural Development & Panchayat Raj in his Lr.No.50787/2011/TSC.1 dt:13.7.2011 and 29.7.2011, the District Collectors have already identified the Integrated Sanitary Complexes for Women that have to be renovated , through a Team comprising the following members:

- i) Block Development Officer concerned
- ii) Assistant Engineer / Junior Engineer
- iii) Village Panchayat President
- iv) Panchayat Ward Member concerned
- v) Two SHG members concerned

Hence , the District Collectors may take up the Integrated Sanitary Complexes for Women identified as above for renovation under Rural Buildings Maintenance and Renovation Scheme 2011-12 after personally satisfying the conditions stipulated in the forthcoming paragraphs.

2. Preparation of Estimates:

- (a) The Estimate should have been prepared as per the actual field conditions by the competent technical staff. Only the essential items of repairs that have to be undertaken for making the Sanitary Complexes fully functional should be included in the estimates.

The illustrative list of works that may be required for renovation of Sanitary Complexes is given below:

i) Minor Repairs

- White washing , color washing and painting of doors
- Repairs to Main door/toilet doors/ jollies
- Floor tiles and wall tiles (Patch Work)
- Flooring patch work
- Micro wall cracks
- Internal Taps and pipe line(to be taken up only if already provided)
- Water Tank repair
- Water Tub repair
- Flushing of existing Bore well
- Provision / Repair of Incinerator
- Washing Stones
- Electrification & fittings
- Replacement of motor
- Replacement of toilet water closet
- Sanitary Pipe line
- Septic Tank Repairs including flushing/ cleaning
- Provision of Manholes
- Soak pit Repairs

ii) Major Repairs

- Dilapidated / damaged roof which require new construction
- Laying of new floor
- Paving of floor and wall tiles all round

- New Bore well and water supply arrangements
- Reconstruction of Septic Tank/Soak pit
- Replacement of Main door/toilet doors
- Approach CC pavement (optional, as per site condition)

(b) It should also be ensured that one toilet is provided with western closet for the use of Differently Abled / Senior Citizens, along with Steel railings on two sides of the wall for their holding support. Another toilet should be made 'baby friendly' with smaller pan and wall paintings.

c) All the Integrated Sanitary Complexes for Women should be provided with 'Incinerators' with suitable write up on the wall on how it should be used.

d) Any other nature of work that needs to be included as per field condition in respect of a particular Sanitary Complex, may be done so, only after inspection made by the District level Zonal Officer of the Block concerned / Executive Engineer (RD) and is of the opinion that the need is justified.

e) If the inspecting Team is of the opinion that the damages in the Integrated Sanitary Complex are beyond repairable condition or the distance of the Sanitary Complex from the nearest habitation is beyond 400 metres and could not be put to use even after renovation, such cases should be jointly inspected and certified by the Executive Engineer (RD) and Project Director, DRDA concerned. They should also record in writing the justifications for not taking up those Sanitary Complexes for Renovation. Moreover, in all such cases where the Complexes cannot be renovated at all, new Integrated Sanitary Complexes for Women should be taken up under Member of Legislative Assembly Constituency Development Scheme/ Self Sufficiency Scheme/ Collector's Discretionary Fund, etc., and constructed at appropriate sites closer to the habitation.

f) Integrated Sanitary Complexes for Women which have already been renovated under RBMRS, 2010-11 or with the General Funds of the rural Local Bodies concerned, in the last 2 years cannot be taken up again under RBMRS, 2011-12. But, if the Project Director, District Rural Development Agency/Executive Engineer(RD) is of the opinion that there is an omission of essential item of repair for putting back the Complex into use, such component alone can be taken up in respect of such Complexes, after duly recording the reasons for the same.

3. Test Verification of the works proposed:

The following officials should have done the test verification of the Sanitary Complexes as detailed below before according sanction:-

- District Collectors : 10%
- Project Director, DRDA : 20%
- Executive Engineer : 30%
- (in the respective sub-division)
- District level Zonal Officers : 50%
- (in the respective Zonal Block)

The following points have to be keep in mind for test verification.

- i) All essential items of repair should have been taken up and at the same time no necessary items of work should have been included
- ii) Detailed estimates should be prepared
- iii) Component wise Photographs should be kept in the Estimates.

4. Administrative Sanction:

The administrative sanction shall be accorded by the District Collector. Before according administrative sanction, the District Collector should ensure that every proposal for administrative sanction contains the following:

- a. Assessment Form (Proforma –i) duly signed by members of the selection Team mentioned in Para No.3
- b. Detailed estimate has been prepared for each work. On no account, sanction should be given based on rough cost estimate
- c. Multiple photographs indicating outer view and inside view of the Sanitary Complexes actually taken up (All photographs should be enclosed along with the estimate itself)

The District Collector should further ensure that the required test verification by the District level officers as mentioned in para 4 have been done according administrative sanction.

The renovation works proposed in each of the Integrated Sanitary Complexes for Women under the scheme should be treated as one unit for the purpose of Administrative Sanction and Tendering.

5. Implementing Agency:

District Collector may decide on entrusting the work either to the Block Panchayat or Village Panchayat taking into account the capacity of the implementing agency in terms of quality and timely execution of work. However, works with an estimate amount exceeding Rs.2 lakhs should be implemented through Block Panchayats only. In the case of Block Panchayats, Block Development Officer (Block Panchayats) and in the case Village panchayats the Executive Authority / Village Panchayat President shall be responsible for execution of works as per the prescribed norms. All the works in a single Integrated Sanitary Complex for Women should be clubbed together to form one package for tendering purpose. The provisions of Table I of Notification II in the Tamil Nadu Panchayats (Preparation of Plans and Estimate of works and mode and conditions of contracts) Rules , 2007 vide G.O Ms. No. 203 , RD&PR(PR.1) Department dated 20.12.2007 shall be followed for tendering.

6. Involvement of User Group During execution of work:

In order to ensure that the Integrated Sanitary Complexes are put to use immediately on renovation and continues upkeep , the User Groups/ Self Help Groups of that particular locality who are going to be the ultimate beneficiaries and have been part of the Selection Team, should also be involved from the stage of commencement of work till its completion.

7. Monitoring:

The District Collector shall closely monitor the progress of the renovation of Integrated Sanitary Complexes taken up under the Scheme through inspections and review, and send a weekly progress in the format prescribed in this regard.

The Project Directors, DRDA, Executive Engineers (RD) and Assistant Executive Engineer (RD) should frequently inspect the execution and progress of the works and ensure its early completion. They should also ensure that there is no deviation from the Rules/Government Orders/ Executive Instructions, in force or issued in this regard.

The Assistant Engineer(RD) / Junior Engineer and Assistant Executive Engineer (RD) concerned shall be responsible for the technical aspects and qualitative execution of renovation work.

8.Flow of Funds:

The Commissioner of Rural Development and Panchayat Raj is authorised to release the funds to the District collectors as per the actual requirement of each district for the renovation of Integrated Sanitary Complex for Women under Rural Buildings Renovation and Maintenance Scheme, 2011-12, in instalments as deemed fit. The Districts shall release the funds directly to the implementing agencies, i.e., to the respective Block Panchayats and Village Panchayats. The DRDAs should keep the funds separately in the Account opened for the above scheme at District Level. Similarly, the Block Panchayats, wherever are the implementing agencies should operate the funds released under RBMRS by opening a separate bank account for this purpose. In the case of Village Panchayats, the funds should be released to Village Panchayat Scheme Account No.3 and the mode of operation prescribed for this account will apply for making payment for works taken up under RBMRS.

The balance amount if any, after the completion of works under this Scheme in the districts shall be pooled together at State level by the CRD &PR after obtaining the necessary Utilisation Certificates.

9. Documentation:

A detailed documentation should be done, incorporating the various processes in the implementation of the Scheme, from the stage of identification of works up to its completion. On completion of the work, the renovation of the asset along with the amount incurred for the same should be prominently written in Tamil “புதுப்பிக்கப்பட்ட ஒருங்கிணைந்த மகளிர் சுகாதார வளாகம் 2011-12” ..This shall also be updated in the online database and the paragraph showing the renovated Integrated Sanitary Complex for Women taken up under the Rural Buildings Maintenance and Renovation Scheme, 2011-12 , shall be uploaded in the RD & PR Department website immediately on completion of the work.

II. Creation of Awareness, Usage and Maintenance of Integrated Sanitary Complexes for Women:

i. Creation of Awareness:

District Collectors and Project Director , DRDA should make an assessment of target groups and devise the appropriate methods of creation of awareness through IEC activities.

-Among the literate rural women folks, methods like distribution of user's guide, pamphlets, posters, wall paintings, etc., may be followed.

-In the case of illiterate women, direct training programmes may be organised about the importance of sanitation. The direct training programmes may be conducted with the help of NGOS, SHGs, Noon Meal Centre and Anganwadi staff, School teachers, Arivoli Iyakkam, Village Health Nurse, Corporate Bodies, Line Department officials, Cable TV operators and Elected Representatives of PRIs. District Level Zonal Officers and Panchayat Union officials shall also participate in such training programmes. The Health hazards involved in the practice of open defecation, advantages of using toilets, facilities available in the Integrated Sanitary Complexes for Women and maintenance of toilets shall be imparted during the programmes.

-Awareness shall also be created among the School students so that the sanitation related issues reach their family members.

ii. Formation of User Groups

The total users should be identified and grouped for the purpose of allocation of individual toilets within the complex. Preferably the women Self Help Groups which are active in the area may be formed as user groups and should be involved renovation stage itself.

Self Help Groups of Mahalir Thittam and Pudhu Vaazhvu shall also be involved in the formation of User Groups so that they act as Peer Group in influencing the User Groups in usage and maintenance of the Sanitary Complexes. Tamil Nadu Corporation for Development of Women and Pudhu Vaazhvu project shall provide necessary assistance in this regard.

Ideally, at least 3 to 5 families may be entrusted with one toilet unit in the Complex. The allotted families shall maintain the toilets and they may also be permitted to keep the toilets under lock and key. The leader of the user group should also function as an animator and encourage the usage and upkeep of the toilet among the numbers.

ii. Maintenance of the Integrated Sanitary Complexes for Women:

Duty of the Village Panchayat in the Maintenance

a) Direct Maintenance:

The Village Panchayat shall ensure the availability of electricity connection in the complex. The current consumption charges in respect of water supply and lighting shall be borne out of Village Panchayat General Fund. In order to ensure continuous functioning of the complex, any minor repair/ maintenance work like maintenance of pump sets and cleaning of septic tanks shall be attended to by the Village Panchayat and the expenditure to be borne out of the Village Panchayat General Fund.

User Groups have to bring to the notice and follow up with the Village Panchayats so that the current consumption charges are regularly paid, septic tanks are cleaned at periodic intervals and minor repairs are attended then and there, by the Village Panchayat concerned.

b) Maintenance through User Groups:

The Village Panchayat may hand over the day to day maintenance of the Integrated Sanitary Complex for Women to the User Group. Since the cost of such maintenance towards purchase of items like phenol, soap, brush, etc., and engaging a Sanitary Worker by the User Group for cleaning purpose may work out to Rs.1,000 per month, the User Group shall be encouraged to take over the day to day maintenance themselves, through a nominal contribution given by the user –members. The User Group may engage an outsider or a member of the Group as Sanitary worker, for daily cleaning of the Sanitary complex. The leader of the Group shall maintain the book of accounts for the monthly receipts and expenses of the same.

c) Maintenance with the assistance of NGOs/Corporate Bodies:

District Collectors and Project Directors, DRDA may identify the NGOs / Voluntary Organizations who are willing to participate in this programme and willing to take care of the day-to day maintenance of the renovated Sanitary

Complexes on a sustainable basis. Apart from this, Corporate Bodies who can take up such activities as part of their Corporate Social Responsibility may also be identified for entrustment of day to day maintenance of the Complexes. In such cases the Upkeep of the Complexes by daily cleaning by engaging Sanitary worker and the cost of cleaning materials will be borne by these NGOs/Corporate Bodies.

iv) Monitoring of the Renovation work and Maintenance through Zonal Officers:

In order to monitor the renovation work and after its completion, the maintenance of the Complexes , District Collector shall appoint Zonal Officers for each Block not below the rank of Assistant Director /Deputy Collector . It is ideal to involve women officers available in the district to the fullest extent possible. They may be given a target for inspection of at least 10 Sanitary Complexes per month. Similarly, at Block level, the Block Development Officers, Overseers, Assistant Engineers / Junior Engineers, etc., as Link Officers who can be assigned with one or more Complexes for regular follow up. IT is very important to conduct meetings of Zonal Officers, Once in a month by District Collector at District level and once in a fortnight by Block Development Officer (Block Panchayat) at Block level for taking up appropriate action based on the feedback get during the meetings.

v. Role of District Coordinators (TSC) and Block Co-ordinators(TSC) in the maintenance of Integrated Sanitary Complex for Women:

- The District Co-ordinators (TSC) and Block Co-ordinators (TSC) should jointly plan and organize frequent IEC campaigns to raise the awareness level on sanitation in rural areas, especially among the user groups , so that all Integrated Sanitary Complexes for Women are functional on a sustainable basis. They should also sensitize the Village Panchayat Presidents that proper functioning and maintenance of Integrated Sanitary Complexes for Women will be an important criteria for consideration of Nirmal Gram Purashkar Award instituted by Government of India and Clean Village Campaign Award announced by Government of Tamil Nadu.

- They should liaison with the NGOs / Voluntary organisations / Corporate Bodies who are willingly participate in this programme and ensure day to day maintenance of Integrated Sanitary Complexes for Women.

-The Block Co-ordinators (TSC) should closely follow up with the Village Panchayats concerned and ensure that CC charges are paid regularly, Septic Tanks are cleaned periodically and minor repairs are attended to then and there.

- The Block Co-ordinators (TSC) should frequently interact with the User Groups in their respective area and co-ordinate with various other stakeholders to ensure sustainability of Usage and upkeep of Complexes. Any issue in this regard which have positive or negative impact should be brought to the Project Director, DRDA through the District Co-ordinators (TSC) for follow up action.

vi. Constitution of Monitoring Committees:

To monitor the renovation work and maintenance of the Integrated Sanitary Complexes for Women, the District Collector shall constitute the District Level and Block Level monitoring Committees as given under.

District Level Committee

1.	District Collector	Chairperson
2.	Project Director, DRDA	Convenor
3.	Executive Engineer (RD)	Member
4.	District Panchayat Chairman	Member
5.	Project Officer, ICDS	Member
6.	Deputy Director, Health Services	Member
7.	Five Panchayat Union Women Chairpersons and Ten Village Panchayat Women Presidents Nominated by the Collector (Proper representation Should be given to the persons belonging to SC/ST)	Members
8.	Five NGOs nominated by Collector	Members
9.	Leaders of 10 user groups	Members
- Meetings of the District Level Committees shall be conducted once in a quarter.
 - Advance information of such meeting should be given to the Commissioner of Rural Development and Panchayat Raj so that State Level senior officials are deputed for participation in the District Level Committee Meetings.

- Minutes of the Meeting and action taken thereon should be communicated within a week to Commissioner of Rural Development and Panchayat Raj.

Block Level Committee

1. Block Development Officer (Block Panchayat)
 2. Panchayat Union Chairperson Concerned
 3. Five Village Panchayat Women Presidents nominated by the Collector(Proper representation should be given to the persons belonging to SC/ST)
 4. Two NGOs nominated by the Collector
 5. Leaders of 5 User Groups
- Meeting of the Block Level Committess shall be conducted once in a month
 - It should be conducted on a fixed day(say, every first and last Friday of every month)
 - Prior information of such meetings should be given to the Collector so that there is participation by District level senior officials.
 - Minutes of the Meeting and action taken thereon should be communicated within one week to the District Collector.

During the Meetings the committee shall deliberate on the following and take necessary follow up action :

- Functioning status of each and every Integrated Sanitary Complexes for Women.
- Usage level of toilet units within the Complex by families to which they are allotted.
- Maintenance of the Complexes by User Groups
- Periodic maintenance by Village Panchayats
- Feedback given by the User Groups
- Feedback on inspections made by the members of the Committee / Zonal Officers.
- Awareness level and steps needed to strengthen the IEC activities

vii. Experience Sharing / Exposure Visits:

The best performing Integrated Sanitary Complexes for Women and its User Groups can be a role model for others to emulate. Therefore , District Collectors can organize experience sharing of such role models with other User Groups through periodic exposure visits.

The Principal Secretary to Government, RD & PR Department, in consultation with the Commissioner of Rural Development & Panchayat Raj, is authorised to amend these guidelines based on the exigencies that arise from time to time.

N.S.PALANIAPPAN

Principal Secretary to Government

//True Copy///

Section Officer

17.iv) Schemes-State Scheme – Member of Legislative Assembly Constituency Development Scheme (MLACDS) – Implementation of Scheme during 2011-2012- Enhancement of Member of Legislative Assembly Constituency Development Fund from Rs.1,75,00,000/-to 2,00,00,000/- - Sanction of funds and prescribing Guidelines – Approved – Orders –Issued

Rural Development and Panchayat Raj(SGS1) Department

G.O Ms. No.80

Dated:28.10.2011

Read:

1.G.O (1D) No.292, Rural Development and Panchayat Raj Department , dated 14.06.2010

2. G.O (1D) No.360, Rural Development and Panchayat Raj Department , dated 19.07.2010

3. G.O (1D) No.405, Rural Development and Panchayat Raj Department , dated 17.08.2010

4. From the Commissioner of Rural Development and Panchayat Raj, Letter No.63684/2011/NEDM-2, dated 13.08.2011

ORDER:

In the Government Orders first to third read above, orders along with detailed guidelines were issued for Implementation of Member of Legislative Assembly Constituency Development Scheme (MLACDS), during 2010-2011.

2) The Hon'ble Minister for Finance while presenting Budget for the year 2011-12 on 04.8.2011, announced , among others, that under Member of Legislative Assembly Constituency Development Scheme (MLACDS), the allocation will be stepped up to Rs.2.0 crores per Member of Legislative Assembly and Rs.470 crores is allocated for the current year which will be largely used for the improvement of rural infrastructure. This enhanced additional amount of Rs.25 lakhs to each Member under the Member of Legislative Assembly Constituency Development Scheme (MLACDS) will be earmarked exclusively for school infrastructure like toilet facilities , water supply, etc.,

3) In the letter 4th read above, the Commissioner of Rural Development and Panchayat Raj has sent necessary proposals along with the draft

guidelines for implementation of Member of Legislative Assembly Constituency Development Scheme (MLACDS) during the year 2011-2012 and requested the Government to issue necessary orders and approve the guidelines sent by him.

4) The Government have carefully examined the proposal of the Commissioner of Rural Development and Panchayat Raj in detail and decided to accept the same. Accordingly, the Government order as follows:-

- i. The Member of Legislative Assembly Constituency Development Scheme Fund for each Assembly Constituency is enhanced from Rs.1,75,00,000 (Rupees one crore and seventy five lakhs only) to Rs. 2,00,00,000/- (Rupees two crores only) per Assembly Constituency from the year 2011-2012 onwards.
- ii. Out of the allocation of Rs.2,00,00,000/- (rupees two crores only) per Assembly Constituency, Rs.1,12,50,000/- (rupees one crore twelve lakhs and fifty thousand only) is earmarked for 'tied component' and the balance of Rs.87,50,000/- (Rupees Eighty seven fifty thousand only) is earmarked for 'untied component'.
- iii. Detailed guidelines for implementation of Member of Legislative Assembly Constituency Development Scheme (MLACDS), is annexed to this order.

4) The Government also reiterate that the purchase of Aids and Appliances for Differently Abledpersons should be carried out as per the guidelines issued in the government order third read above and also the purchase of new ordinary buses towards replacement of condemned buses of State Transport undertakings (as per guidelines issued in G.O(Ms) No. 2552 , Transport Department, dated26.9.91), construction of maintenance sheds, compound walls and concrete flooring for Bus Depots of State Transport undertakings and purchase of equipments for repairs and maintenance for Bus Depots of State Transport undertakings should be executed as per the guidelines issued in the Government Order second to read above.

6)The expenditure sanctioned in para 4(i) above shall be debited the following heads of account:

4515-00- Capital outlay on other Rural Development programmes – Schemes in the Eleventh Five Year Plan II – State Plan- Special Component plan for Scheduled Caste – JB Execution of other Schemes under Member of Legislative Assembly Constituency Development Scheme under Special Component Plan

16 Major works (DPC 4515-00-789-JB-1606)

4515-00-Captital Outlay on other Rural Development Programmes – Schemes in the Eleventh Five year Plan –II- State Plan -796-Tribal area sub-plan-JC-Execution of other schemes under Member of Legislative Assembly Constituency Development Scheme.

16 Major works (DPC 4515-00-796-JC-1609)

4515-00-Captital Outlay on other Rural Development Programmes – Schemes in the Eleventh Five year Plan –II- State Plan -800-Other Expenditure-JF-Execution of other schemes under Member of Legislative Assembly Constituency Development Scheme.

16 Major works (DPC 4515-00-800-JF-1602)

7) This order issues with the concurrence of Finance Department vide its U.O.No. 51902/RD/2011-1, dated 08.10.2011.

(By Order of the Governor)

N.S.PALANIAPPAN,
Principal Secretary to Government

To

All Members of Legislative Assembly(through The Commissioner of Rural Development and Panchayat Raj)

The Commissioner of Rural Development and Panchayat Raj, Chennai-15

The Principal Secretary to Government, Municipal Administration and Water Supply department, Chennai-9

The Secretary, TamilNadu Legislative Assembly Secretariat, Chennai-9

All District Collectors.

All Project Directors, District Rural Development Agencies(through Commissioner of Rural Development and Panchayat Raj)

Commissioner, Corporation of Chennai, Chennai-3

The Director of Town Panchayats, Chennai-108

The Commissioner of Treasuries and Accounts , Chennai-15

The Member Secretary, State Planning Commission, Chennai-5

The Director, Local Fund Audit Department, Chennai-108

The Principal Accountant General, Chennai -18/35

The Pay and Account Officer(Secretariat), Chennai-9

The Pay and Account Officer(East), Chennai -5

The Pay and Account Officer(North), Chennai -1

The Pay and Account Officer(South), Chennai -35

The Pay and Account Officer, Madurai.

All Treasury Officers

Copy to:

The Additional Chief Secretary / Secretary-I to the Hon'ble Chief
Minister, Chennai-9

The Senior Personal Assistant to Hon'ble Minister for Finance, Chennai-9

The Senior Personal Assistant to Hon'ble Minister for Municipal Administration
and Rural Development, Chennai-9

The Private Secretary to the Chief Secretary to Government, Chennai-9
Finance (BG-I/BG-II/RD) Department, Chennai-9.

// Forwarded by Order //

Section Officer.

G.O. (Ms.) No. 80 RD & PR (SGS-1) Department, dated 28.10.2011
ANNEXURE
GUIDELINES FOR MEMBER OF LEGISLATIVE ASSEMBLY CONSTITUENCY
DEVELOPMENT SCHEME 2011-12

Out of the allocation of Rs.2 Crores under Member of Legislative Assembly constituency Development Scheme (MLACDS) , an allocation of Rs.1.125 crore should be earmarked for 'tied component' which is to be mandatory earmarked for priority works specified below. Out of the remaining 'untied component' of Rs.87.50 lakhs, the MLAs can choose any works of their choice not falling within the 'negative list'. The guideline details are given below:

**(1) WORKS TO BE TAKEN UP UNDER TIED COMPONENT OF
Rs.1.125 CRORES:**

As stated above, Rs.1.125 crores shall be spent on works prescribed under "Tied Component". In 2011-12, in order to provide infrastructure facilities to schools, a sum of Rs.25 lakhs per MLA shall be earmarked under the tied component for provision of infrastructure facilities like toilet facilities , water supply etc., to schools. Moreover, it has been established that a large number of Anganwadi Buildings, Noon Meal Centres , Noon Meal Kitchen Sheds, to a large extent in urban areas and to lesser extent in rural areas are functioning in dilapidated buildings, a programme for construction of new buildings is proposed to be taken up by this Government and this will be done in a phased manner. Further each MLA should allot Rs.20 Lakhs for construction of Anganwadi Buildings, Noon meal centres and Noon Meal kitchen Sheds in rural as well as urban areas from MLACDS funds. The MLAs should also allot Rs.5 lakhs each for aids & appliances for differently abled persons.

From the remaining amount of Rs.62.50 lakhs under Tied Component, the MLA can choose one or more of the following works for any amount according to his choice, subject to the overall ceiling of Rs.62.50 lakhs.

a) In Rural Areas:

1. Installation of Solar Street Lights
2. Upgradation of gravel / WBM Roads to BT standard
3. Renewal of badly wornout BT roads (laying of BT layer only with filling up of potholes, if necessary)
4. Laying of Cement Concrete Roads

5. Provision of building s and/or compounds walls for Government and Local Body Hospitals, Primary Health Centres, Government Veterinary Hospitals and also for Government Schools, Panchayat Union Schools, Adi Dravida Schools, Kallar Reclamation School, Government Colleges and Government Hostels.
6. Provision of infrastructural facilities to Government Special schools for the disabled and Government Orphanages
7. Construction of bridges
8. Provision of additional Burial Grounds / Cremation Grounds to the Village Panchayats not having such facilities.
9. Construction of new houses as per IAY norms

b) In Urban Areas:

1. Installation of Solar Street Lights
2. Upgradation of gravel / WBM Roads to BT standard
3. Renewal of badly worn out BT roads (laying of BT layer only with filling up of potholes, if necessary)
4. Laying of Cement Concrete Roads
5. Provision of building s and/or compounds walls for Government and Local Body Hospitals, Primary Health Centres, Government Veterinary Hospitals and also for Government Schools, Panchayat Union Schools, Adi Dravida Schools, Kallar Reclamation School, Government Colleges and Government Hostels.
6. Provision of infrastructural facilities to Government Special schools for the disabled and Government Orphanages
7. Construction of bridges
8. Provision of infrastructure facilities to burial grounds / cremation grounds
9. Provision of Concrete Pavements, with storm water drains, if so required
10. Formation of new Public parks
11. Construction of Public Toilets
12. Purchase of Jetrodding Machines and hydraulically operated sewerage machines.

**(2) WORKS TO BE TAKEN UP UNDER UNITED COMPONENT OF
Rs.87.50 LAKHS:**

Any works not falling within the following 'negative list / prohibited works' can be taken up under the united component of MLACDS. Works falling under the tied component also can be taken up under untied Component of Rs.87.50 lakhs.

(3) NEGATIVE LIST / PROHIBITED WORKS:

The following works under the 'negative list' (prohibited works) cannot be taken up under the MLACDS unless specifically included in the exceptions:

1. Construction of Office and residential buildings belonging to Central and State Governments, including Public Sector undertakings, CO-operatives and Societies.

Exception : i) Construction of Public Distribution Shops, Direct Procurement Centres, milk Producers' Co-operative Societies, Bulk Chilling Centres (ii) Connection of Maintenance Sheds , Compound Walls and Concrete flooring for Bus Depots of State transport undertakings.

2. All renovation, maintenance and repair works.

Exception:Repairs to houses of TamilNadu Slum Clearance Board constructed (upto 31.12.2001) under Government Schemes can be taken up not exceeding Rs.25000/- per house. However, permission letter should be obtained from the TNSCB/TAHDCO before taking up the repair works.

3. Purchase of all movable items, equipments and furniture.

Exception: (i)Purchase of furniture and equipments for Government schools, Panchayat Union Schools, Adi Dravida Schools, Kallar Reclamation Schools, Government Colleges, Government Hostels, Government Hospitals, Primary Health Centers and Government Veterinary Hospitals. (ii) Purchase of new ordinary buses towards replacement of condemned buses of State Transport Undertakings (as per the guidelines issued in G.O.(Ms.) No. 2552, Transport Department, Dt:26.9.91). (iii) Purchase of Equipments for Repairs and Maintenance for Bus Depots of State Transport Undertakings and (iv) Purchase of aids and appliances for differently abled persons.

No manpower Expenditure will be allowed under this scheme, while taking up the above activities.

4. Any work in Government aided and self financing Schools and Colleges.

Exception: Construction of Class rooms, laboratories and toilets in 100% Government aided and 100% Tamil medium schools can be taken up. If the school is partly Self-financed and partly aided , or, if it is partly Tamil Medium and Party English Medium, it is not eligible. The assistance to an eligible aided school should not exceed Rs.15 lakhs in a particular year. Once a Government aided school eligible as above has been assisted , irrespective of the amount assisted, it shall be ineligible for further assistance under this Scheme for a period of 3 years.

For such cases, apart from Collector making his own enquires, the following certificated should be obtained from the District Elementary Educational Officer or Chief Educational Officer of the district concerned before undertaking the works.

- (i) The School has 100% Tamil Medium Classes/Sections. There are no English Medium Sections.
- (ii) The School is 100% Government Aided School. No Self-financing course / classes are run in the above school in the same campus or different campuses under the same management.

5. Assets for individual / family benefits

Exception: Construction of New Houses as per IAY norms in Village Panchayats / Town Panchayats.

6. All Works involving Commercial establishment /units

7. Grants and loans, contribution to any Central and State / UT Relief Funds

8. Acquisition of land or any compensation for land acquired.

9. Reimbursement of any type of completed or partly completed works or items.

10. All revenue and recurring expenditure

11. Works within the places of religious worship and on land belonging to or owned by religious faiths / groups.

12. Desilting of ponds, ooranies, rivers, tanks, canals, channels and the like.

13. Gravel / WBM Roads (Roads up to BT standard only should be taken up)

14. Installation of High Mast Lights.

(4) An overall allocation of 21% of the total allocation under MLACDS should be there for areas predominantly inhabited by SC/ST persons in rural and persons living in slums in urban areas.

(5) The Principal Secretary to Government, Rural Development and Panchayat Raj Department is empowered to modify any of the above guidelines in consultation with Commissioner of Rural Development and Panchayat Raj based on exigencies that may arise from time to time in the implementation of the Scheme.

N.S.PALANIAPPAN

Principal Secretary to Government

//True Copy//

Section Officer

17.v) அறிவிப்புகள் – திட்டங்கள் –மத்திய அரசுத்திட்டம் – இந்திரா நினைவுக் குடியிருப்புத் திட்டத்தின் கீழ் கட்டப்படும் தொகுப்பு வீடுகளுக்கான ஓர் அலகிற்கான உதவித் தொகையை 2011-12ம் ஆண்டிற்கு ரூ.75,000/- லிருந்து ரூ.1,00,000/- ஆக உயர்த்துதல்- ஆணை – வெளியிடப்படுகிறது.

ஊரக வளர்ச்சி மற்றும் ஊராட்சித் (ம.அதி.1) துறை

அரசாணை (நிலை) எண்: 87

நாள்: 16.11.2011

படிக்கப்பட்டவை

1. அரசாணை (நிலை) எண் 90 ஊரக வளர்ச்சி மற்றும் ஊராட்சி (ம.அதி.1) துறை நாள் 30.08.2010
2. ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையரின் கடித எண். 46441/2011/ஊவீதி1, நாள் 13.08.2011

ஆணை :

முதலாவதாகப் படிக்கப்பட்டுள்ள அரசாணையில், 01.04.2010 முதல் இந்திரா நினைவுக் குடியிருப்புத் திட்டத்தின் கீழ் கட்டப்படும் வீடுகளுக்கான அலகுத் தொகை சாதாரண தரை/ மலைப்பகுதி/ கடினத் தரை போன்ற அனைத்து வகையான நிலங்களிலும் கட்டப்படும் வீடுகளுக்கும் ஒரே அளவாக (வீடு ஒன்றிற்கு) ரூ.75,000/- ஆக நிர்ணயித்து ஆணையிடப்பட்டுள்ளது.

2. 04.08.2011 -ல் மாண்புமிகு நிதியமைச்சரின் 2011-12ம் ஆண்டிற்கான திருத்திய வரவு செலவுத்திட்ட உரையில் இந்திரா நினைவு குடியிருப்புத் திட்டத்திற்கான அலகுத்தொகை ரூ.75,000/- லிருந்து ரூ.1,00,000/- ஆக உயர்த்தி வழங்கப்படும் என அறிவிக்கப்பட்டுள்ளது. அதன்படி, ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர் மேலே இரண்டில் படிக்கப்பட்ட தனது கடிதத்தில் தற்போது மாநில அரசால் கான்கிரீட் மேற்கூரை அமைப்பதற்காக வழங்கப்படும் தொகையான ரூ.30,000/- ஐ உயர்த்தி ரூ.55,000/- ஆக நிர்ணயம் செய்ய வேண்டியுள்ளது என தெரிவித்துள்ளார். இவ்வாறு ரூ.1,00,000/- ஆக உயர்த்தப்பட்டபின், இந்திரா நினைவு குடியிருப்புத் திட்டத்தில் ஒரு வீட்டிற்கான அலகுத்தொகை கீழ்க்கண்டவாறு இருக்கும் எனத் தெரிவித்துள்ளார்.

மத்திய அரசின் (75 %) பங்குத் தொகை	:	ரூ.33,750/-
மாநில அரசின் (25 %) பங்குத் தொகை	:	ரூ.11,250/-
கான்கிரீட் மேற்கூரைக்காக மாநில அரசு	:	ரூ.30,000/-
ஏற்கனவே வழங்கி வரும் தொகை		
மாநில அரசு தற்போது வழங்கக்கூடிய கூடுதல்	:	ரூ.25,000/-
மொத்த தொகை	:	ரூ.1,00,000/-

மேற்காண் விவரப்படி, இந்திரா நினைவு குடியிருப்புத் திட்டத்தின் ஒதுக்கீட்டில் 33.75% மத்திய அரசின் பங்காகவும் (அதாவது வீடு ஒன்றுக்கு - ரூ.33,750/-) 66.25% மாநில அரசின் பங்காகவும் (அதாவது வீடு ஒன்றுக்கு - ரூ.66,250/-) இருக்கும். மத்திய அரசு, இந்திரா நினைவு குடியிருப்புத் திட்டத்தின் கீழ் 2011-12ம் ஆண்டிற்கு 1,00,553 வீடுகள் கட்ட இலக்கு நிர்ணயித்து நிதி ஒதுக்கீடு செய்துள்ளது. எனவே, தற்போது ஒரு வீட்டிற்கு கூடுதலாக ரூ.251.3825 கோடி நிதி ஒதுக்கீடு செய்து அரசாணை வெளியிடுமாறு ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர் அரசைக் கேட்டுக் கொண்டுள்ளார்.

3. ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையரின் கருத்துருவினை அரசு கவனமாக ஆய்வு செய்தது. 2011-12 ஆம் ஆண்டின் திருத்திய வரவு செலவுத் திட்ட உரையில் இந்திரா நினைவுக் குடியிருப்புத் திட்டத்திற்கான மொத்த அலகுத் தொகை ரூ.75,000/- லிருந்து ரூ.1,00,000/- ஆக உயர்த்தி வழங்கப்படும் என அறிவிக்கப்பட்டதன் அடிப்படையில், இந்திரா நினைவு குடியிருப்புத் திட்டத்தின் கீழ் கட்டப்படும் வீட்டிற்கு கான்கிரீட் மேற்கூரை அமைப்பதற்கு தற்போது உயர்த்தப்பட்டுள்ள அலகுத் தொகையான ரூ.55,000/-ற்கு போதுமான நிதி ஒதுக்கம் உள்ளது. 2011-12 ஆம் ஆண்டிற்கான திருத்திய வரவு செலவுத் திட்டத்தில் இந்திரா நினைவு குடியிருப்புத் திட்டத்தின் கீழ் ரூ.1196,66,59,000/- நிதி ஒதுக்கம் செய்யப்பட்டுள்ளது. இச்சுழ்நிலையில், கூடுதல் நிதி ஒதுக்கம் தேவையில்லை. எனவே, 1,00,553 வீடுகளுக்கு ஒரு வீட்டிற்கு கான்கிரீட் மேற்கூரை அமைப்பதற்கு அலகுத்தொகை ரூ.30,000/- லிருந்து ரூ.55,000/- ஆக உயர்த்தக் கோரும் மற்றும் கட்டப்படும் வீடுகளுக்கான, மத்திய மற்றும் மாநில அரசின் பங்குத் தொகையும் சேர்த்து ஒரு வீட்டிற்கான அலகுத் தொகை ரூ.1,00,000/- ஆக நிர்ணயம் செய்வது தொடர்பான ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையரின் செயற்குறிப்பினை ஆய்வுக்குப்பின் ஏற்கலாம் என அரசு முடிவு செய்து பின்வருமாறு ஆணையிடுகிறது.

- i. 01.04.2011 முதல் இந்திரா நினைவுக் குடியிருப்புத் திட்டத்தின் கீழ் கட்டப்படும் வீடுகளுக்கான அலகுத் தொகை சாதாரண தரை/ மலைப்பகுதி/ கடினத் தரை போன்ற அனைத்து வகையான நிலங்களிலும் கட்டப்படும் வீடுகளுக்கான அலகுத்தொகை (வீடு ஒன்றிற்கு) ரூ.1,00,000/- (ரூபாய் ஒரு இலட்சம் மட்டும்) என நிர்ணயிக்கப்பட்டுள்ளது.
- ii. இதற்கான செலவினம் பின்வருமாறு மேற்கொள்ளப்பட வேண்டும்.

இந்திரா நினைவுக் குடியிருப்புத் திட்டத்தில் ஒரு - ரூ.1,00,000/- வீட்டிற்கான அலகுத் தொகை

மத்திய அரசின் பங்கு	ரூ. 33,750/-	
மாநில அரசின் பங்கு	ரூ. 11,250/-	
மொத்தம்		ரூ. 45,000/-
மாநில அரசால் கான்கிரீட் கூரை அமைப்பதற்காக கூடுதலாக வழங்கப்பட்டுவரும் நிதி	ரூ.30,000/-	
மாநில அரசு தற்போது வழங்கக் கூடிய கூடுதல் தொகை	ரூ.25,000/-	
மொத்தம்		ரூ. 55,000/-
பெரு மொத்தம்		ரூ.1,00,000/-

4. மேலே பத்தி 3-ல் ஒப்பளிக்கப்பட்ட செலவினம், கீழ்க்கண்ட கணக்குத் தலைப்பில் பற்று வைக்கப்படும்:

2216 வீட்டு வசதி – 03. ஊரக வீட்டுவசதி –789. ரூபாய்
ஆதிதிராவிடர்களுக்கான சிறப்பு கூறுகள் திட்டம் –JB
ஆதிதிராவிடர் மற்றும் பழங்குடியினருக்கு கான்கிரீட் வீடு கட்டும் 3,26,29,45,000
திட்டம் – 09. உதவித் தொகை – 02. மூலதனச் செலவுக்கான
உதவித்தொகை (ததொகு 2216 03 789 JB 0922)

2216 வீட்டு வசதி – 03. ஊரக வீட்டுவசதி –796. பழங்குடியினர் 5,53,04,000
பகுதி துணைத் திட்டம் –JB பழங்குடியினர் துணைத் திட்டத்தின்
கீழ் கான்கிரீட் வீடுகள் கட்டும் திட்டம் – 09. உதவித் தொகை – 02.
மூலதனச் செலவுக்கான உதவித்தொகை (ததொகு 2216 03 796
JB 0927)

2216 வீட்டு வசதி – 03. ஊரக வீட்டுவசதி –800. ஏனைய செலவு- 2,21,21,66,000
JA ஏனைய பிற்படுத்தப்பட்ட வகுப்பினருக்கு வீடுகள்
கட்டுவதற்கான திட்டம் – 09. உதவித் தொகை – 02. மூலதனச்
செலவுக்கான உதவித்தொகை (ததொகு 2216 03 800 JA 0928)

5. இவ்வாணை நிதித் துறையின் அ.சா.கு. எண். 52254/ நிதி (ஊவ) /2011, நாள்
15.11.2011 –இல் பெற்ற இசைவுடன் வெளியிடப்படுகிறது.

(ஆளுநரின் ஆணைப்படி)

நா.ச.பழனியப்பன்
அரசு முதன்மைச் செயலாளர்.

பெறுநர்

ஊரக வளர்ச்சி மற்றும் ஊராட்சி ஆணையர், சென்னை –15.
அனைத்து மாவட்ட ஆட்சித் தலைவர்கள் (சென்னை நீங்கலாக)
அனைத்து திட்ட இயக்குநர்கள், மாவட்ட ஊரக வளர்ச்சி முகமை,
மாநில கணக்காயர், சென்னை –6/18/35,
ஆதி திராவிடர் மற்றும் பழங்குடியினர் நலத்துறை, சென்னை –9
பிற்படுத்தப்பட்டோர், மிகவும் பிற்படுத்தப்பட்டோர் மற்றும் சிறுபான்மையினர்
நலத்துறை, சென்னை –9.

நகல்

மாண்புமிகு முதலமைச்சர் அவர்களின் செயலாளர், சென்னை –9.
மாண்புமிகு அமைச்சர் (நிதி) அவர்களின் முதுநிலை
நேர்முக உதவியாளர், சென்னை –9.
மாண்புமிகு அமைச்சர் (நகராட்சி நிர்வாகம் (ம) ஊரக வளர்ச்சி) அவர்களின்
முதுநிலை நேர்முக உதவியாளர், சென்னை –9.
நிதி (ஊ.வ) துறை, சென்னை –9.

// ஆணைப்படி அனுப்பப்படுகிறது//

Abstract

17.vi) Schemes – State Scheme – Energisation of Street Lights with Solar Energy – Implementation of the scheme – Sanction of funds of Rs.52.50 crores and Guidelines prescribed – Orders – Issued.

Rural Development & Panchayat Raj (SGS.3) Department

G.O.(Ms.) No.91

Dated: 17.11.2011

Read:

From the Commissioner of Rural Development and Panchayat Raj, Letter No.47349/2011/PR.III-2, dated 28.07.2011.

* * * * *

ORDER:

His Excellency the Governor of Tamil Nadu in his address in the Tamil Nadu Legislative Assembly on 03.06.2011, among other has announced that Government will initiate steps to energize street lights with solar energy on an experimental basis.

2. The Commissioner of Rural Development and Panchayat Raj in the letter read above has stated that 17,42,804 street lights were distributed in 12,618 Village Panchayats as detailed below:-

Tube Light	15,19,915
Sodium Vapour Lamp	1,19,939
CFL	76,427
Incandescent Bulbs	18,789
Mercury Vapour Lamp	7,734
	- - - - -
Total	17,42,804
	- - - - -

The Village Panchayats are maintaining the functioning of street lights. The operation and maintenance expenditure such as repair and replacement of

lights, chokes and electricity charges are being met from the State Finance Commission Grant, 13th Finance Commission Grant and from the own funds of Village Panchayats. He has further stated that in connection with the Governor's address the existing street lights in the Village Panchayats may be replaced with Solar powered Street lights with an objective of reduction in the maintenance expenditure and promotes the concept of renewable energy in rural areas. Since, the programme is to be implemented in Village Panchayats on an experimental basis 1,00,000 street lights in 1000 Village Panchayats may be taken up for replacement with Solar Power over a period of 5 years upto 2016. For the year 2011-12, 20,000 street lights may be taken up for replacement with solar power under this scheme. He has also stated that the proposed cost pattern for the replacement of the existing street lights with solar power has been arrived at in consultation with the Tamil Nadu Energy Development Agency (TEDA) as detailed below:

Sl.No.	Category	Cost of Light / Power plants (in Rs.)		
		Government of India subsidy	State Contribution	Total
1.	Individual / Stand alone Solar Street Light	6,000	24,000	30,000
2.	500 W Solar power plant for every 10 street lights	40,500	2,09,500	2,50,000

Estimate for replacement for existing 20,000 street lights with Solar Power has been arrived at as detailed below:

1.	Cost for 1,000 individual / stand alone street lights with solar power @ Rs.30,000 X 1,000	Rs.3 crores
2.	Cost for 500 W Solar power plant (1900 units at the rate of 10 lights per unit for 19,000 lights) (1900 X Rs.2.50,000)	Rs.47.5 crores
3.	Total cost for energisation of 20,000 street lights (I + II)	Rs.50.50 crores
	TEDA Service Charge @ 8%	Rs.4.00 crores
	Total State Government fund	Rs.54.50 crores

3. The Commissioner of Rural Development and Panchayat Raj has requested the Government to issue necessary orders formulating a new scheme called "Energisation of Street lights with Solar power" and sanction of funds of Rs.54.50 crores for energisation of 20,000 street lights with solar power in Village Panchayats for the year 2011-12 and approve the draft guidelines. He has also requested the Government to authorize him to make any change/modification in the guidelines if necessary, in consultation with the Government.

4. The Government have examined the proposal of the Commissioner of Rural Development and Panchayat Raj in detail and issue the following orders:-

- The State Scheme of street lights with solar power shall be called as "Energisation of Street Lights with Solar Power Scheme".
- Under this State scheme on an experimental basis 1,00,000 Street lights in 1000 Village Panchayats shall be taken up for replacement with solar power over a period of 5 years upto 2016.
- The replacement of existing street lights with solar power shall be done in consultation with the Tamil Nadu Energy Development Agency

(TEDA).

- iv. Sanction is accorded for a sum of Rs.52.50 crores (Rupees fifty two crores and fifty lakhs only) for energisation of 20,000 street lights with solar power in Village Panchayats during the financial year 2011-12. The funds for this scheme may be provided as summed up below:

From concerned Village Panchayats : Rs.21.1025 crores

From Infrastructure Gap Filling Fund : Rs.21.1025 crores

From Govt. Of India subsidy : Rs. 8.2950 crores

(borne by Government of Tamil Nadu remitted later)

Total : Rs.50.5 crores.

and Rs.2 crores (4%) as service charges to TEDA from State Government fund.

(v) The Tamil Nadu Energy Development Agency (TEDA) shall be the implementing agency.

(vi) The Tamil Nadu Energy Development Agency shall be paid a service charges at the rate of 4% of the total cost for the supply of solar street lights / installation of solar power plants. The Commissioner of Rural Development and Panchayat Raj will disburse the funds to the Tamil Nadu Energy Development Agency.

(vii) TEDA will recruit an Assistant Engineer and Junior Assistant-cum-Computer Operator on a consolidated pay on a two years contract and place them in District Rural Development Agency under Project Director/Collector in the District where the scheme is rolled out in phased manner.

35. At the District level, the Collector and the Project Director, District Rural Development Agency will monitor the implementation of the scheme. The TEDA will be the monitoring agency at the state level.

(ix) The detailed guidelines for the implementation of the scheme are annexed to this order.

5) This order issues with the concurrence of the Energy Department vide its U.O.No.9262/C2/11, dated 5.11.2011 and Finance Department vide its U.O.No.57856/Finance (RD)/2011, dated 16.11.2011.

(By Order of the Governor)

N.S. PALANIAPPAN,

Principal Secretary to
Government

To

The Commissioner of Rural Development and Panchayat Raj, Chennai-15. The Principal Secretary to Government, Energy Department, Chennai-9. The Managing Director, Tamil Nadu Energy Development Agency, Chennai-6

The Secretary to Government, Information Technology Department, Chennai-9.

.All District Collectors. (except Chennai)

All Project Directors, District Rural Development Agencies (Thro' Commissioner of Rural Development and Panchayat Raj, Chennai-15)

The Pay and Accounts Officer (South), Chennai-5.

Copy to:

The Additional Chief Secretary / Secretary-I to the Hon'ble Chief Minister,
Chennai-9. The Senior Personal Assistant to Hon'ble Minister for Finance,
Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Electricity &
Prohibition and Excise, Chennai-9.

The Senior Personal Assistant to the Hon'ble Minister for Municipal
Administration & Rural Development, Chennai-9.

Finance (BG.I/BG.II/R.D/FC.IV) Department,
Chennai-9. The Accountant General, Chennai-
9/18/35.

All District Treasury Officers.

//Forwarded by Order//

Section Officer

**ANNEXURE to G.O.(Ms.) No.91, RD& PR (SGS1) Department, Dated
17.11.2011 GUIDELINES FOR ENERGISATION OF STREET LIGHTS
WITH SOLAR POWER**

1. Allocation for the year 2011-12 :

In the year 2011-12, it is proposed to replace 20,000 street lights in various Village Panchayats with Solar Photovoltaic (SPV) lights. The District-wise allocation will be done by the Commissioner of Rural Development and Panchayat Raj.

2. Allotment to the Village Panchayats :

The District Collector and Chairman, District Rural Development Agency will select the Village Panchayats and number of lights in each village where the conversion of street lights into solar lights is required.

(iv) Selection of locations / areas for replacement of street lights :

Committee consisting of Block Development Officer (Village Panchayat), AE/JE of TNEB of the Block area and the Panchayat President of the concerned Village Panchayat should identify the specific street light / location in which lights are to be replaced with solar power after taking into account of the following points. The TNEB should consult TEDA with regard to the replacement of the existing Street lights with SPV lights for both the stand alone cases and for the street lights which involve centralized power plant.

V. Replacement of incandescent lights should be given top priority. Individual lights in remote locations of the habitations should be given priority.

ii) Street lights located in the far flung localities and forest areas should be given priority for replacement.

(9) Habitations affected by chronic voltage problem should be given priority.

- (10) Street Lights located in Burial Ground, pathway to burial ground must be given priority
- (11) Habitations taken up under 'THAI' scheme shall be given priority.
- (12) Stand alone SPV street lighting systems with 20 W LED will be erected in between the existing street lights that are scattered at remote locations.
- (13) A row of existing street lights will be energised through centralised Solar PV power plants after replacing the existing incandescent lamps/ tube lights by 20 W LED lights. The existing TNEB distribution line will be used for distribution of solar power and grid supply will be kept as backup with automatic change over provision.
- (14) New street lights proposed by Rural Development and Panchayat Raj Department under their regular programme for the year 2011-12 will be powered through solar with 20 W LED either as stand-alone SPV lighting systems or through centralized solar PV power, based on the proximity of locations. Centralized solar power plant network within 25m radius of the TNEB grid will be backed up by grid supply with automatic changeover provision.
- (15) The street lights will be automatically energized through solar PV systems from dusk to dawn (6pm to 6 am) using light sensors. The street lights will also be timed to automatically dim down to 6W capacity from 10pm to 6 am to save power
- (16) The location of Street Lights shall be identified by Rural Development and Panchayat Raj Department in co-ordination with Tamil Nadu Electricity Board and the list will be handed over to TEDA for installation.

- (17) The Village Panchayat shall provide a 30 sq.ft. land for construction of a room by the approved contractors to install the battery, inverter, etc. required for the solar plant. Rural Development and Panchayat Raj Department will coordinate this requirement along with TEDA. This does not ensure transfer of land to TEDA, but only making Panchayat vested lands available for this purpose.

The Village Panchayat shall also provide 80 sq.ft. of area either on the roof top of an existing building for installation of solar panels. If suitable building is not available, 80 sq.ft. area of open space should be provided by the Village Panchayat. This does not ensure transfer of land to TEDA, but only making Panchayat vested lands available for this purpose.

21. Implementation Agency :

Tamil Nadu Energy Development Agency will be the implementing agency. The TEDA will invite Tenders at State level and finalise the panel of companies for the supply of solar street lights/installation of solar power plants.

a) Street lighting through stand alone systems

It is proposed to install SPV stand alone street lighting systems with 20 W LED for locations where the existing street light poles / newly proposed street light locations are quite far from each other. For eg: Burial ground and pathway to burial ground lighting, remote habitations etc., Stand alone SPV street lighting system will be erected in between the existing street lights. The cost estimate per stand alone SPV street lighting system is Rs. 30,000 which is a rough estimate. It is estimated that 1000 stand alone street lights will be installed.

b) Installation of 500 W Centralized Solar Photo Voltaic power plant towards powering a cluster of street lights

In respect of new street lights proposed in a row, 500 W centralized SPV power plant will be established to energise 10 streetlights with LEDs of capacity 20 W each from dusk to dawn. The SPV array converts the solar light

energy available during the day time in to DC electrical power which is stored in battery. The DC power from the battery is converted to AC through the inverter for energizing the street lights from dusk to dawn. A mini grid will be established for distribution of power to the street lights. It is estimated that 1000 Street lights will be installed in this category.

In case of the existing street lights selected in a row, the available TNEB distribution line will be used for supply of solar power from the 500 W centralized SPV power plants and grid supply will be kept as backup with automatic changeover option. The existing incandescent lamps/ tube lights will be replaced with 20 W LED lights and the old streetlight lamps will be handed back to Rural Development and Panchayat Raj Department. 10 street lights can be connected to 500 W SPV power plant. It is estimated that 18,000 Street lights will be installed in this category.

A manual change over switch will also be provided to disconnect the solar power during maintenance by TNEB personnel. Necessary warning boards will be kept at the transformers and also painted on poles where there is dual supply. AC-DC voltage conversion has not been considered since DC transmission leads to poor voltage level for long distance applications.

Around 80 sq.feet area will be required for erection of 500 W SPV panels. Roof top of panchayat office / School /Govt. buildings etc may be used for erection of SPV panels. If no such buildings are available in nearby area, the SPV panels may be erected on a structure at certain height from the ground level. Also around 30 sq.ft area will be required for construction of room for housing power conditioning unit and batteries. The area required for installation of SPV power plants has to be provided by the respective Panchayats/Rural Development and Panchayat Raj Department. This does not ensure transfer of land to TEDA, but only making Panchayat vested lands available for this purpose.

5. Issue of work order:

After finalization of tender and identification of company / Agency for execution of works, work order will be issued by TEDA and agreement should be executed for completion of works within the time limit and for maintenance of lights up to certain period as per the existing norms.

6. Execution of works :

The erection and commissioning agencies shall also be responsible for two years warranty with additional 1/2/3 years comprehensive maintenance contract. TEDA will station one AEE/AE and a Junior Assistant cum Computer Operator at each District Rural Development Agency who will liaise with Project Director, District Rural Development Agency or day to day coordination and supervision. Project Director, District Rural Development Agency shall provide TEDA a room in District Rural Development Agency for housing TEDA office.

i. Quality Control and Inspection

TEDA will engage Project Management Consultants and a third party inspection agency, whose responsibility will be to ensure that all the materials used and the workmanship conform to the prescribed specifications. The inspection will cover quality checks of major materials at pre-shipment stage at the vendor's outlet. The Project Management Consultants will ensure 100% of the lights installed are inspected.

In case, quality check reveals 'unsatisfactory' work, the implementing agency (TEDA) shall ensure that the contractor replace the material or rectifies the workmanship (as the case may be) within the time period stipulated. All works rated 'unsatisfactory' shall be re-inspected after a rectification report has been received from the contractor. Funds will be released to the commissioning agencies only after receiving successful inspection reports. TEDA will designate an appropriate senior officer as incharge of the Monitoring system.

The Village Panchayat will take over the solar powered street lights which have been installed, after verifying the functioning for a period of 3 days. If not, the Village Panchayat will inform to TEDA through Block / District Administration for proper rectification of the system.

ii. Maintenance of the System

As part of the tender the commissioning agencies shall be responsible to train the Panchayat Secretary as well as 4 Self Help Group members in each Panchayat to do regular preventive and routine maintenance.

iii. State Empowered Committee

State Empowered Committee constituted by the State under the Chairmanship of Chief Secretary, Government of Tamil Nadu with following members will sanction the projects, including revised cost estimates, monitor and review the implementation of the scheme in addition to issuing necessary guidelines from time to time for effective implementation of the scheme. This Committee will also approve the technical specifications and the tender documents, and will recommend the final bid price to the appropriate authority for acceptance.

Chairman and Managing Director, TEDA- Member, Secretary

Secretary, Energy Department

Secretary, Finance Department

Secretary, Rural Development and Panchayat Raj Department

Commissioner, Rural Development and Panchayat Raj Department

Chairman, TANTRANSCO

Dr. Giridhar, CWET

Prof. Ashok Jhunjunwala, Chairman, RTBI, IIT Madras

7. Funds release and Maintenance of Accounts :

The Commissioner of Rural Development and Panchayat Raj will draw the funds and release the same to TEDA. Funds to the companies shall be released based on the progress of installation. Final payment should be made after the satisfactory completion of the work duly getting a certificate relating to completion from the competent authority of TEDA. TEDA will facilitate the Rural Development and Panchayat Raj Department in obtaining the subsidy share (CFA) from the Ministry of New and Renewable Energy (MNRE), Government of India for reimbursing to the State Government. In this regard the Rural Development and Panchayat Raj Department would submit the application in the format stipulated by MNRE.

8. Warranty:

TEDA should ensure the norms for good quality as per the approved standards of Ministry of New and Renewable Energy (MNRE). There should be warranty for each item such as solar panel, Battery, etc. which is to be taken care in the agreement itself. The SPV lighting system will have a warranty of two years. Further, the rate for Comprehensive Annual Maintenance contract (CAMC) will be called for another 3 years (beyond 2 years warranty period) through a tendering process. Depending on the rates quoted and the funds available the number of years for CAMC will be finalized by TEDA.

9. Training Materials :

TEDA will bring out Brochures/Hand outs and other training materials on the usage and maintenance of the SPV lighting equipments. A Handout on Dos and Don'ts will also be prepared and made available by TEDA.

9 Facilitation and Co-ordination by District administration :

- a. The list of Village Panchayats selected along with location of street lights to be converted into solar power should be communicated to TEDA well in advance.

- b. Coordination with Project Management Consultant appointed by TEDA through AEE/AE of TEDA, for the installation and maintenance of Street Lights in the specified locations.
- c. The full address and contact phone numbers of the manufacturers / suppliers / installation and commissioning contractors and CAMC holders should be made available of the District level, Block level and at the Village Panchayats by TEDA for easy and effective communication at times of need.

10 Comprehensive Annual Maintenance Contract (CAMC):

The Warranty and the Comprehensive Annual Maintenance Contract (CAMC) entered with TEDA on behalf of the Village Panchayats will be handed over to the Village Panchayats after successful installation.

12. Monitoring :

The District Collector will review the progress of works for both physical and financial achievement with block officials and officials of TEDA. Nodal Officers in the cadre of Assistant Director must be appointed by the District Collector to supervise the works. The District Collector and the Project Director, District Rural Development Agency are the Officers responsible for the proper implementation of the Scheme at District level and TEDA at the State level.

N.S. PALANIAPPAN,

Principal Secretary to Government.

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Section Officer

ABSTRACT

17.vii) Special Schemes/ Programmes of the Government- Provision of tools / implements to Mahatma Gandhi National Rural Employment Guarantee Scheme(MGNREGS) workers through the Self-Help Groups (SHGs) by using the Revolving Fund provided by the Government –Orders-Issued.

Rural Development and Panchayat Raj (CGS.1) Department

G.O (1D) No. 605

Date:12.12.2011

Read:

- 1) Secretary to Government, Special Programme implementation department, D.O. LetterNo. 116/SP1/2011, dated 23.6.2011
- 2) Managing Director, Tamil Nadu Corporation for Development of Women Limited, D.O Letter No.2914/D1/2011, Dated 29.07.2011.
- 3) Commissioner of Rural Development and Panchayat Raj, Letter No.85630/2010/MGNREGS.1-1, Dated 22.8.2011

ORDER

In the D.O letter, first read above, the Secretary to Government , Special Programme Implementation Department has requested to furnish the action plan/ time schedule for implementing the Special Scheme / proposal on providing tools / implements under Employment Guarantee Scheme to be given free of cost.

2. In the proposal second read above, the a Managing Director, Tamil Nadu Corporation for Development of Women Limited has sent necessary proposals for providing tools / implements to Mahatma Gandhi National Rural Employment Guarantee Scheme workers through Self Help Groups (SHGs) by using the Revolving Fund provided by the Government as follows:-

(i) Most of the Self Help Groups (SHGs) are living below poverty line and are working in Mahatma Gandhi National Rural Employment Guarantee Scheme for their livelihood in rural areas. New Self Help Groups are also being formed of women workers of Mahatma Gandhi National Rural Employment Guarantee Scheme who are now not in Self Help Groups. Now, there are about 3,30,000 women Self Help Groups in rural areas with a membership of 51,77,000 and in each Mahatma Gandhi

National Rural Employment Guarantee Scheme worksite workers are formed into groups of 20. The Groups do not have sufficient number of digging tools like crow bar, pick axes and Spade. Due to the shortage of tools, two or three members dig the earth and rest of the members carry the soil to the bund for deposition. Therefore, the soil excavated is less, resulting in lesser out-turn and low wages. For a group of workers, to get the full daily prescribed wages (Rs.119/per day), the out-turn has to be as per pre-marked dimension of 72.6 x 9m x 0.3 m (First Lead) over a period of six days for hard soil. To get this out-turn for obtaining the full wages of Rs.119/- per day minimum tools and implements required are Crowbar: 3, Spade: 5, Ironpan: 12. A group of 20 women workers may have 3-5 able bodied workers who can use crowbar for digging and loosening the soil. Five members can use spades to lead the soil into the iron pans. The balance 8-10 members carry the soil and deposit on the bunds /road margins. The rough cost of implements per group will be:

Cost of crowbar	= Rs. 150.00 x 3	= 450.00
Cost of Spade	= Rs. 120.00 x 5	= 600.00
Cost of Iron pan	= Rs. 50.00 x 12	= 600.00

Total for a Group of 20 workers		= Rs.1650.00

The cost per worker is only Rs.82.50 which is less than a day's wage of Rs.119/- for an Mahatma Gandhi National Rural Employment Guarantee Scheme worker.

(ii) During field visits and interaction with women workers of Mahatma Gandhi National Rural Employment Guarantee Scheme it was found that women are unable to get the full wages in spite of toiling in the hot sun and under difficult circumstances due to not having sufficient and appropriate tools. If the Self Help Group women have these tools and implements their out-turn will improve and thereby their wages will also go up. As mentioned above for a group of 20 workers, 3 crowbar, 5 spades and 12 iron pans are necessary to ensure required out-turn to get the minimum wages of Rs.119/- per day fixed by the State government for the Mahatma Gandhi National Rural Employment Guarantee Scheme workers.

(iii) Self Help Groups (SHGs) can use the Revolving Fund provided by the Government to buy these tools locally. The cost of purchase of the minimum set of tools is approximately Rs.1650/- . Revolving Fund ranging from Rs.25,000/- to Rs.60,000/- has been provided to more than 3.35 lakhs of Self Help Groups over the years. If the Self Help Groups make this small investment of about Rs.2000/- , the benefits will be phenomenal. For example: A worker who is getting Rs.80/- as daily wage with a current out-turn is likely to get Rs.100/- with new out-turn achieved by use of sufficient and appropriate tools. A group of 20 workers will get an average increase of Rs.20/- every day and in days the investment made for the cost of tools and implements will be recovered. If the Self Help Groups (SHGs) purchase the implements, from their corpus for their group members, minimum wages fixed by Government for Mahatma Gandhi National Rural Employment Guarantee Scheme works will be assured. Moreover, they can enjoy the ownership of those tools which can be utilised by them not only for Mahatma Gandhi National Rural Employment Guarantee Scheme work but can also be used for agricultural purposes. The tools can be stored in a common place under safe custody of some group member or in Self Help Group building.

(iv) Block Development Officer (VP) and Deputy Block Development Officer (MGNREGS) to organise meeting for Panchayat Level Federations (PLFs) and Self Help Group representatives to explain the reasons for current low wages and benefits they get by buying new tools and implements for improving out-turn for enhanced wages. The Project Officer , Mahalir Thittam and Project Director, District Rural Development Agency to organize intensive awareness campaign through newspaper, television and pamphlets. The District Collectors, Project Directors, District Rural Development Agencies and Project Officer, Project Implementation Unit, Mahalir Thittam to motivate the Self Help Groups(SHGs) to purchase tools and implements and closely monitor to purchase of implements by reviewing the progress made during meeting of Block Development Officer.

3. The Commissioner of Rural Development and Panchayat Raj in his letter third read above, has stated that the aforesaid proposal of the Managing Director, Tamil Nadu Corporation for Development of Women Limited is very much acceptable and justifiable in terms of making the Mahatma Gandhi National Rural Employment Guarantee Scheme workers to get the wages of Rs.119/- per day and requested orders of the Government.

4. The Government after careful examination of the proposal of the Managing Director, Tamil Nadu Corporation for Development of Women Limited and the views of the Commissioner of Rural Development of Women Limited and issue the following orders:

i) 3 Crowbars, 5 Spade and 12 Iron pans be purchased for a group of 20 workers under Mahatma Gandhi National Rural Employment Guarantee Scheme.

ii) The rough cost of implements per group will be:

Cost of crowbar	= Rs. 150.00 x 3	= 450.00
Cost of Spade	= Rs. 120.00 x 5	= 600.00
Cost of Iron pan	= Rs. 50.00 x 12	= 600.00

Total for a Group of 20 workers = Rs.1650.00

iii) The Self Help Groups (SHGs) can use the Revolving Fund provided by the Government to buy these tools locally.

iv) The Commissioner of Rural Development and Panchayat raj / Managing Director, Tamil Nadu Corporation for Development of Women Limited is directed to issue suitable instructions to the Block Development Officers(VP) and Deputy Block Development Officers (MGNREGS) to organize meeting for Panchayat Level Federations(PLFs) and Self Help Group representatives to explain the reasons for current low wages and benefits they get by buying new tools and implements for improving out-turn for enhanced wages.

- v) The Commissioner of Rural Development and Panchayat Raj/ Managing Director, Tamil Nadu Corporation for Development of women Limited is directed to issue suitable instructions to the Project Officers, Mahalir Thittam and Project Directors, District Rural Development Agencies to organize intensive awareness campaign through newspaper, television and pamphlets.
- vi) The Commissioner of Rural Development and Panchayat Raj / Managing Director, Tamil Nadu Corporation for Development of Women Limited is directed to issue suitable instructions to the District Collectors, Project Directors, District Rural Development Agency and Project Officer, Project Implementation Unit, Mahalir Thittam to motivate the Self Help Groups (SHGs) to purchase tools and implements and closely monitor the purchase of implements by reviewing the progress made during the meeting of Block Development Officers.

5. This order issues with the concurrence of Finance department vide its U.O.No.2286/FS/P/2011, dated 05.09.2011.

(BY ORDER OF THE GOVERNOR)

N.S.PALANIAPPAN,
PRINCIPAL SECRETARY TO GOVERNMENT

ABSTRACT

17.viii) Schemes – State Scheme – “Self Sufficiency Scheme” (SSS) – Implementation of Scheme during 2011-2012 – Sanction of funds of Rs.100.00 crores and Prescribing Guidelines – Approved – Orders – Issued.

Rural Development and Panchayat Raj (SGSI) Department

G.O.(Ms) No.82

Dated: 01.11.2011.

Read :

1. G.O.(Ms) No.216, Rural Development Department, Dated 27.08.2001.
2. G.O.(Ms) No.172, Rural Development and Panchayat Raj Department, Dated 15.10.2007.
3. From the Commissioner of Rural Development and Panchayat Raj Department, Chennai – 15, Letter No. 33232/11/NEDM-2, dated 23.7.2011.

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ORDER:

The Hon'ble Minister for Municipal Administration and Rural Development has announced on the floor of the Tamil Nadu Legislative Assembly that for creating basic infrastructure facilities with public participation in rural and urban areas, a State Scheme “Self Sufficiency Scheme” (SSS) will be implemented from the financial year 2011-2012 onwards with an annual allocation of Rs.100.00 crores replacing the existing Scheme “Namakku Naame Thittam”.

2) In the letter third read above, the Commissioner of Rural Development and Panchayat Raj has sent a proposal to replace the name of the existing Scheme “Namakku Naame Thittam” with “Self Sufficiency Scheme” (SSS) along with the draft Guidelines for implementation of the Scheme. Since strong public participation in creating and maintaining community assets has gathered momentum in Tamil Nadu, the Commissioner of Rural Development and Panchayat Raj has requested the Government to sanction a sum of Rs.100.00 crores for implementation of the “Self Sufficiency Scheme” (SSS) during 2011-2012 and also to approve the Draft Guidelines.

3) The Government have examined the proposal of the Commissioner of Rural Development and Panchayat Raj in detail and decided to accept the same and accordingly the Government orders on the following:-

- (i) The name of the Scheme “Namakku Naame Thittam” is changed as “Self Sufficiency Scheme” (SSS). An amendment in this regard will be issued by Finance Department separately.
- (ii) “Self Sufficiency Scheme” (SSS) will be implemented in both rural and urban areas for creating basic infrastructure facilities with public participation from 2011-2012 onwards.
- (iii) Sanction is accorded for a sum of Rs.100.00 crores (Rupees one hundred crores only) towards implementation of “Self Sufficiency Scheme” (SSS) during 2011-2012.
- (iv) Detailed Guidelines for implementation of “Self Sufficiency Scheme” are annexed to this order.

4) The expenditure sanctioned in para 3 (iii) above shall be debited to the following Head Account.

2515-00-Other Rural Development Programmes – 800 Other Expenditure
– I – Non – Plan – Schemes in the Eleventh Five Year Plan –II- State Plan
– JW Implementation of Self Sufficiency Scheme – 09 Grants-Aid – 03
Grants for Specific Schemes (DPC 2515-00-800-JW-0934)

5) Necessary additional funds of Rs.50.00 Crores over and above the Revised Budget Estimate 2011-12, provisions will be provided in Revised Estimate/Final Modified Appropriation 2011-12. Pending provision of funds in Revised Estimated/Final Modified Appropriation 2011-12, the Commissioner of Rural Development and Panchayat Raj is authorized to incur the expenditure sanctioned in Para 3 above. The expenditure shall be brought to the notice of the Legislature by specific inclusion in the Supplementary Estimates 2011-12.

6) The Commissioner of Rural Development and Panchayat Raj is also directed to send necessary notes to Government in Finance Department for inclusion of the above expenditure in the Supplementary Estimates 2011-2012 and to include the above expenditure in Revised Estimate/Final Modified Appropriation 2011-2012.

7) This order issues with the concurrence of Finance Department vide its U.O.No.51923/Fin (Rural Development)/2011-1 dated 28.10.2011 and with Additional Sanction Ledger No.740 (Seven Hundred and Forty)

// By order of the Governor //

N.S. PALANIAPPAN,
Principal Secretary to Government.

To

The Commissioner of Rural Development and Panchayat Raj, Chennai-15.

The Commissioner, Corporation of Chennai, Chennai-3.

The Commissioner of Municipal Administration, Chennai-5

The Director of Town Panchayats, Chennai-108.

All District Collectors (except Chennai).

All Project Directors, District Rural Development Agencies
(through Commissioner of Rural Development and Panchayat Raj,
Chennai-15)

The Pay and Accounts Officer (South), Chennai-35.

The Pay and Accounts Officer, Madurai.

All District Treasury Officers.

Copy to

The Additional Chief Secretary/Secretary-I to the Hon'ble Chief Minister, Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Finance, Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Municipal Administration and Rural Development, Chennai-9.

The Private Secretary to Secretary to Government, Municipal Administration and Water Supply Department, Chennai-9.

The Private Secretary to Chief Secretary to Government, Chennai-9.

Finance (BG-I/BG-II/Rural Development) Department, Chennai-9.

// Forwarded by Order //

G.O.(Ms.) No.82, RD & PR (SGS-1) Department, dated 01.11.2011

ANNEXURE

GUIDELINES FOR IMPLEMENTATION OF SELF SUFFICIENCY SCHEME

2011-2012

Public Participation is a pre-requisite in planning, organising and funding of community activities which ensure the sustainability of those assets.

In order to improve the self support mechanism of public and to enhance increased public participation in creating and maintaining community infrastructures so as to make the public as a "Self Sufficient" entity the Government is proposed to introduce the Self Sufficiency Scheme".

Self Sufficiency Scheme will be implemented both in rural and urban areas.

2. Public Participation:

The minimum public contribution for any of the identified work should be one third of the estimate.

2. Procedure for selection of works under "Self Sufficiency Scheme":

- (i) The need for taking up of works under "Self Sufficiency Scheme" may originate from individuals, groups, institutions, public or private companies or from the community.
- (ii) Request in the form of an application indicating the works to be taken up with consent for contributing one-third of the amount by the public has to be given to the District Collector.
- (iii) The District Collector shall ascertain the actual need and feasibility of the work to be taken up with reference to the norms of the scheme. After justifying the need, he will ask for the detailed estimate from the implementing agency. Then, the applicant has to deposit the prescribed amount by means of Demand Draft to the District Collector or Project Director, District Rural Development Agency so that the sanction can be given.

- (iv) The contributions given by the local bodies and Universities shall not be accepted under this Scheme.
- (v) If permission of the local body or the Department concerned is necessary to execute the work, the Collector shall obtain the above permission before according administrative sanction.
- (vi) If the assets to be created have to be maintained by the local body/department, the District Collector should obtain the concurrence from the local body/department concerned.
- (vii) If requests are received for various works for a limited amount available under the Scheme, the District Collector shall give priority for the works which are of maximum benefit to community.

3. SUGGESTED LIST OF WORKS THAT MAY BE TAKEN UP:

The following works may be taken up under "Self Sufficiency Scheme" 2011-2012.

- (i) Construction of buildings, laboratories, toilets and compound walls/fencing to Government, Adi Dravida, Tribal, Panchayat Union and Kallar Reclamation Schools, Government Colleges and Government Hostels.
- (ii) Construction of buildings, compound walls, and fencing to Government Hospitals, Primary Health Centres, Sub-centres, Veterinary Dispensaries, Livestock Centres and Libraries.
- (iii) Construction of Libraries in urban areas, Noon Meal Centres, Anganwadis, School Kitchen Sheds and Public Distribution Shops in rural and urban areas.
- (iv) Creation of community assets like Drinking water sources, Cement concrete roads and threshing floors in rural and urban areas.
- (v) Maintenance of all community assets. Priority should be given for the maintenance of Integrated Women Sanitary Complex.
- (vi) Construction of bridges, culverts, up gradation of gravel/WBM roads to BT standard, renewal of worn out BT roads, improvement of streets and lanes with brick or mental stones or cement slabs or cement concrete.

- (vii) Formation, improvement and maintenance of Parts, Play Grounds, Traffic Islands, Fountains, Street Lights. (including solar lights)
- (viii) Purchase of Furniture, Computers, and Accessories for Government and Panchayat Union Schools, Libraries and other buildings like Community Halls etc. Old Computers and Accessories should not be purchased.
- (ix) Construction of class rooms, laboratories and toilets in 100% Government-aided and 100% Tamil medium schools.

4. CONDITIONS STIPULATED:

The suggested list of permissible works may be taken up subject to the following conditions:

- a) No permanent structure should be constructed without prior permission of the owner of the property.
- b) No rights can be claimed by the contributing person/entity over the property/use of property.
- c) The names of the contributors who execute the work may display their names in the name board at the place of execution of the work with the permission of the District Collector. The name of the scheme "Self Sufficiency Scheme" should be displayed in not less than two-thirds of the size of the name board. The name board may be permitted to be put up by the contributors in such a manner that it does not affect the aesthetic value of the buildings/site and the contributors should not claim any right or lease over the property.
- d) If the Collector feels that the contributors have not shown any interest on the work or in case of any violation of the conditions, the order issued for execution or maintenance of the work shall be cancelled and further continuance will not be permitted.

5. NEGATIVE LIST/PROHIBITEDWORKS:

The following works under the 'negative list' (prohibited works) cannot be taken up under the SSS unless specifically included in the exceptions:

- 1) Construction of office and residential buildings belonging to Central and State Governments, including Public Sector Undertakings, Co-operatives and Societies.

Exception : Construction, Repair and Renovation of residential units of primary Health Centres / Government Hospitals, Construction of buildings, compound walls for all types of Government Hospitals, Primary Health Centres and Government Veterinary Hospitals, Construction of Public Distribution Shops, Direct Procurement Centres, Milk Producers' Co-operative Societies and Bulk Chilling Centres can however be taken up.

- 2) Purchase of all movable items, equipments and furniture.

Exception: Purchase of furniture and equipments for Government Schools, Panchayat Union Schools, Adi Dravida and Tribal Schools, Kallar Reclamation Schools, Noon Meal Centres, Anganwadis, Government Colleges, Government Hostels, Government Hospitals, Primary Health Centres and Government Veterinary Hospitals are permitted.

- 3) Any work in Government-aided and Self-financing Schools and Colleges.

Exception: Construction of class rooms, laboratories and toilets in 100% Government aided schools can be taken up if they have only Tamil as Medium of instruction. The assistance by way of Government Grant under this Scheme to an eligible aided school should not exceed Rs.10 lakhs in a particular year. Once a Government aided Schools as above has been assisted, it is not eligible for further assistance under this scheme for a period of 3 years.

For such cases, apart from Collector making his own enquiries, the following certificates should be obtained from the District Elementary Educational Officer or Chief Educational Officer of the district concerned before undertaking the works.

- (I) The School has 100% Tamil Medium Classes/Sections. There are no English Medium Sections.
- (ii) The Schools must be 100% Government Aided. No self-financing course / classes are run in the above school in the same campus or different campuses under the same management.

- 4) All works involving commercial establishments/units.
- 5) Grants and loans, contribution to any Central and State/UT Relief Funds.
- 6) Acquisition of land or any compensation for land acquired.
- 7) Reimbursement of any type of completed or partly completed works or items.
- 8) Assets for individual / family benefits.
- 9) All revenue and recurring expenditure.
- 10) Works within the places of religious worship and on land belonging to or owned by religious faiths / groups.
- 11) Desilting of ponds, Ooraries, rivers, tanks, canals, channels and the like.
Exception: Desiltation, consolidation of bunds & constructions / renovation of sluies/surplus weirs etc., of PWD tanks only, if found essential in the opinion of the District Collectors. The public contribution should not be less than 50% of the estimated prepared by PWD. The upstream / downstream supply channels may be taken up under MGNREGS / IAMWARM wherever applicable.
- 12) Gravel / WBM roads (roads upto BT standard only should be taken up).
- 13) Installation of Sodium Vapour Lamp / High Mast Lights.

6. Execution of works:

- (i) Administrative sanction should be accorded only after preparation of the estimate by the local bodies or the department concerned as per the schedule of rate approved by the competent authority or as per the latest schedule of rate of the Public Works Department. A minimum of one-third of the estimated cost of the work should be received by means of Demand Draft in favour of the District Collector to "Self Sufficiency Scheme Account". The balance amount will be released by Government from the Self Sufficiency Scheme Fund. Further, if the guidelines of other schemes of the Centre and the State are in tune with this Scheme, the funds of those schemes may also be dovetailed with the public contribution.
- (ii) To facilitate larger participation of the people in this scheme, if the public or contributors opt to execute the work themselves or through their agency, willingness should be given by them in writing while applying for the work

under Self Sufficiency Scheme. The District Collector will examine the request and permit the contributors or the agency to execute the work if the public contribution is 50% or more of the estimated of the work. But, in case of desiltation of PWD tanks even if the public contribution is 50% or more the work should be executed only through tender. Based on the estimate value of the work, the class of contractors ("A" or "B" or "C") may be fixed by the PWD.

- (iii) If the agency/institution does not come forward to execute the work, the work shall be implemented through tender as per the provisions of the Tamil Nadu Transparency in Tenders Act, 1998.
- (iv) The District Collector will decide the Technical Authority for supervision of the work. The agency may be the local body or the department concerned. The District Collector will release the funds required to the Agency concerned.
- (v) (a) The work order will be issued to the Local Body / Line Department / Contributor / Private Institutions or the person from any one or the above agencies executing the work.
(b) Even though the works are executed by the Private Bodies / Associations or the Public, the funds will be at the disposal of the Local Body / Department concerned executing / supervising the work.
(c) The bills will be sanctioned as per the measurement and check measurement by the Competent Technical Authority and as per the guidelines.
(d) In case of school buildings including the High School / Higher Secondary Schools, In addition to the Supervision as above, the Public Works Department or the Corporation or Municipality or the Technical Wing of the executing Department should issue the structural stability certificate. The technical wing shall prepare the completion report for the building work.
- (vi) In respect of works taken up with 100% public contribution, if the beneficiary association / contributors concerned express willingness

to execute the work themselves, work can be entrusted to them without insisting on the advance cash contribution under Self Sufficiency Scheme. However, the work should be executed as per the type design and stability aspects of the building, subject to the measurements of the works.

7.Maintenance of assets created under Self Sufficiency Scheme

It is preferable that the local body or the contributor concerned on behalf of the Department themselves maintain the works / assets created under Self Sufficiency Scheme. In order to continuously maintain the assets created under this scheme, the local people should form a User Group run on self generated resources. The local people should be encouraged to plan, execute and maintain the works based on local needs.

8. Fund allocation and Release of Funds:

- i) An amount of Rs.100 crores will be allocated in the Budget Estimate of 2011-12.
- ii) Out of the total amount of Rs.100 Crores, 25% of the amount will be retained at the Directorate of Rural Development and Panchayat Raj for sanction of special schemes by Commissioner of Rural Development and Panchayat Raj. The Commissioner of Rural Development and Panchayat Raj should release the balance amount in two instalments to the district as per population and the Collectors should release the funds to rural and urban areas on priority basis of works from the funds released to the districts.
- iii) a) If additional funds are required by the Districts to take up special schemes under Self Sufficiency Scheme, proposals for such schemes should be sent to the Commissioner of Rural Development and Panchayat Raj. Before sending proposals for additional funds and funds for special schemes from the Commissioner of Rural Development and Panchayat Raj, the entire amount already allotted to the District should have been utilized.

- b) If required, the Commissioner of Rural Development and Panchayat Raj will, in consultation with the Principal Secretary to Government, Rural Development and Panchayat Raj Department, re-allot the unutilized funds available with the Districts as on 31st December of every year, to district with better performance and requiring additional funds for implementation of works.
- iv) a) The funds received from Government and the Public will be deposited in a Savings Bank Account opened for Self Sufficiency Scheme.
- b) All contributions received by the District Collectors should be by means of Demand Draft in the name of "District Collector's Self Sufficiency Scheme Account". Acknowledgement must be given for all contributions received.
- c) A register should be maintained for the contributions received in cash. The accounts and the register should be maintained by the Project Director, District Rural Development Agency.
- d) The District Collector shall release 75% of the funds including the public contribution to the local body / line department concerned, along with Administrative Sanction. The remaining amount will be released only after receipt of utilization certificate.
- v) In case of the work proposed not being taken up for certain reasons, the District Collector will order refund of the entire amount or part amount in accordance with the quantum and value of the work undertaken. In such cases, the contribution amount will be refunded to the contributor in full or part without any interest.

9. Information, Education and Communication (IEC):

The District Collector should take steps for communication and publicity of the salient features and success stories of Self Sufficiency Scheme through the local newspapers and electronic media. The Commissioner of Rural Development & Panchayat Raj may utilize one percent of the amount allocated under this scheme for IEC activities and documentation.

10. Corporation of Chennai :

As regards, the Corporation of Chennai, the Commissioner of Chennai Corporation will execute all the works under Self Sufficiency Scheme on behalf of Collector, Chennai. Accordingly, the Commissioner of Chennai Corporation will accord administrative sanction for the works.

11. The Principal Secretary to Government, Rural Development and Panchayat Raj Department is empowered to modify the guidelines of Self Sufficiency Scheme, whenever necessary, in consultation with the Commissioner of Rural Development and Panchayat Raj.

N.S.PALANIAPPAN,
Principal Secretary to Government.

// True Copy //

Section Officer.



Abstract

Schemes – State Scheme – Rural Housing Scheme – “Chief Minister’s Solar Powered Green House Scheme” (CMSPGHS) – Guidelines issued for implementation of Scheme – Community-wise allocation of houses among the beneficiaries of the Scheme – Approved – Orders – Issued.

Rural Development and Panchayat Raj (SGS1) Department

G.O (Ms.) No.83

Dated: 03.11.2011.

Read :

1. G.O.(Ms.) No.46, Rural Development and Panchayat Raj (SGS1) Department, dated 17.08.2011.
2. From the Commissioner of Rural Development and Panchayat Raj Letter No.47691/2011/RHS-3, dated 24.08.2011.

- - - - -

In the Government Order first read above, orders along with detailed guidelines were issued for implementation of “Chief Minister’s Solar Powered Green House Scheme” (CMSPGHS) for construction of 3 lakh Solar Powered Green House over a period of 5 years from 2011-12 to 2015-16. In the Guidelines, among others, eligibility for selection of beneficiaries has been indicated and the Commissioner of Rural Development and Panchayat Raj has been authorized to allocate number of houses to be constructed under the scheme for each district in a year.

2) The Commissioner of Rural Development and Panchayat Raj in the letter second above has stated that based on the houseless and requirement for houses in the rural areas in the State level, out of total allocation of 60,000 houses for the year 2011-2012, under the Chief Minister’s Solar Powered Green House Scheme” (CMSPGHS), 29% i.e. 17,400 houses may be allotted to the people below poverty line among SCs, 1% i.e. 600 number of houses may be allocated to the people below poverty line among STs, and the remaining 70% of the allocation i.e. 42,000 number of houses may be allocated to other communities (except SC/ST) living below poverty line in rural areas and requested the Government to issue orders for Community-wise allocation of houses under the scheme.

3) The Government have examined the proposal of the Commissioner of Rural Development and Panchayat Raj in detail and decided to accept the same. Accordingly, the Government issue the following orders for community-wise allocation of houses among the beneficiaries under the Scheme.

Out of total allocation of 60,000 houses in a year under the "Chief Minister's Solar Powered Green House Scheme" (CMSPGHS),

- (a) 29% i.e. 17,400 houses are allotted to the people living Below Poverty Line among Scheduled Castes in rural areas.
- (b) 1% i.e. 600 number of houses are allocated to the people living Below Poverty Line among Scheduled Tribes in rural areas.
- (c) The remaining 70% of the allocation i.e. 42,000 number of houses are allocated to other communities (except SC/ST) living Below Poverty Line in rural areas.

// By order of the Governor //

N.S. PALANIAPPAN,
Principal Secretary to Government

To

The Principal Secretary to Government, Energy Department, Chennai-9.
The Secretary to Government, Information Technology Department, Chennai-9
The Commissioner of Rural Development and Panchayat Raj, Chennai-15.
The Managing Director, Tamil Nadu Energy Development Agency, Chennai-6.
All District Collectors (except Chennai)
All Project Directors, District Rural Development Agencies.
(through Commissioner of Rural Development and Panchayat Raj)
The Pay and Accounts Officer (South), Chennai - 35.

Copy to

The Additional Chief Secretary/Secretary-I to the Hon'ble Chief Minister, Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Finance, Chennai-9

The Senior Personal Assistant to Hon'ble Minister for Electricity and Prohibition and Excise, Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Municipal Administration and Rural Development, Chennai-9.

The Private Secretary to the Chief Secretary to Government, Chennai-9

The Finance (BG-I/BG-II/RD) Department, Chennai-9.

//Forwarded by Order//

S. V. G. L.
Section Officer
mk

पंकज जैन, आई.ए.एस.
अपर सचिव
PANKAJ JAIN I.A.S
Additional Secretary



**C&AG Audit
TIME BOUND**
भारत सरकार
Government of India
सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय
Ministry of Statistics and Programme Implementation
सरदार पटेल भवन, संसद मार्ग, नई दिल्ली - 110001
Sardar Patel Bhavan, Sansad Marg, New Delhi - 110 001
फोन /Tel. : 23344551 फैक्स / Fax : 23362878
E-mail : as-mospi@nic.in

D.O. No. C/16/2011-MPLADS

19.04.2011

Dear

Please find enclosed a copy of the Performance Audit Report No. 31 (Civil) of 2010-11 on Members of Local Area Development Scheme (MPLADS) of the C&AG of India covering the period 2004-05 to 2008-09. The audit observations as contained in C&AG report are in respect of the audit conducted by the C&AG in 128 districts authorities of 28 States and 07 Union Territories (UTs). This Report was laid on the table of the Parliament on 18.03.2011.

2. You are perhaps aware, that Union Finance Minister has announced, increase in MPLADS fund outlay from Rs. 2 crore p.a. per MP to Rs. 5 crore p.a., from financial year 2011-12 for which orders are being issued. This increased outlay, will clearly devolve a bigger responsibility on all State Governments, to ensure that all funds are spent usefully, in terms of guidelines on MPLADS, and the concerns of C&AG are addressed so that no in-fructuous expenditure takes place. It also devolves the responsibility, of stepping up monitoring both at district and state levels, to ensure adherence to MPLAD guidelines and adherence to circulars from Ministry of Statistics and Programme Implementation (MOSPI) and timely uploading of data on the Works Monitoring System (WMS) and on Monthly Progress Report (MPR) on the Ministry's website.

3. I would request you to kindly take urgent corrective action in terms of the C&AG report and arrange to send us a comprehensive report on it indicating (i) Para number of C&AG report (ii) Brief of the C&AG Audit Report item/point and (iii) Action Taken Report on the points pertaining to District Authority and State Nodal Authority of your State/Union Territory as mentioned in C&AG Report.

4. Some concerns of the C&AG as brought out in the report are annexed, which require special attention.

5. I request you to pay your personal attention, as the matter is very urgent and important and would request you to direct the District Authorities of your States to furnish the report latest by 5th May, 2011, since it is a **time bound** exercise.

With regards,

Yours sincerely,

Sd/-xxxxxxx

(Pankaj Jain)

To all Chief Secretaries/Administrators

Copy forwarded for information to:-

All concerned District Collectors/Magistrates for ensuring necessary action and effective follow up.

(A.K. Choudhary)
Director (MPLADS)

Copy for information to:-

PS to Hon'ble Minister, Ministry of Statistics & P.I.

Senior PPS to Secretary, S&PI

PPS to Addl. Secretary

18/4/11
AS, MOSPI

Member of Parliament Local Area Development Scheme

Reform Circular No.3



भारत सरकार
सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय
सरदार पटेल भवन, नई दिल्ली - 110001

GOVERNMENT OF INDIA
MINISTRY OF STATISTICS & PROGRAMME IMPLEMENTATION
SARDAR PATEL BHAVAN, NEW DELHI-110001
FAX : 23364197
E-mail : mplads@nic.in

File No.C/23/2011-MPLADS

Dated 15.06.2011

To

The Commissioners,
Corporation of Kolkata/Chennai/Delhi
Districts Collectors/District Magistrates/Deputy Commissioners.

Sub: Modifications in the existing MPLADS Guidelines – regarding.

The Ministry has been receiving various suggestions from the stakeholders for the last few years. Apart from suggestions, the Ministry, based on the operational experience, of implementation of the MPLAD Scheme, believes that the benefit of the scheme should reach to the people at the grass-root level. In order to ensure that the MPLADS funds can be spent timely, speedily, effectively and fruitfully throughout the country, the guidelines are proposed to be made broad based, simplified and made easily implementable. To give MPs a larger choice of projects under the MPLAD funds, the basket of eligible items is also proposed to be enlarged. Consequently, the Government of India has decided to modify the following provisions, of the existing Guidelines as under:-

- (i) *Para 2.9 of the Guidelines on MPLADS, will be substituted as:*
"If an elected Member of Parliament, finds the need, to contribute MPLADS funds, to a place outside that State/UT, the MP can recommend eligible works, under these Guidelines upto a maximum of Rs.10 lakh in a financial year. Such a gesture on the part of an MP will promote national unity, harmony, and fraternity among the people, at the grass roots level. In such cases, the Nodal District Authority, will be fully responsible for coordination and other functions, bestowed on him in the Guidelines. The works Completion

Report, Utilization Certificate and Audit Certificate, for such works, will be provided by the Implementing District Authority, to the respective Nodal District Authority from whom the funds were received."

(ii) Para 4.15 of the Guidelines on MPLADS, will be substituted as:

"The District Authority shall release, 75% of the estimated cost of a sanctioned work in advance as a first instalment, if the implementing agency is a Government Agency, and 25% as second installment after sufficient progress has been achieved.

In case of all MPLAD works upto Rs.2 lakh being undertaken by Government Agencies, the entire amount shall be released as advance in a single installment. In cases even exceeding this amount, if the State Government rules permit giving advance of 100%, then the same would be applicable to the MPLADS work also.

In case of MPLAD works, where either the user agency or the implementing agency is private, the district authorities are authorized to release funds upto 60% of the sanctioned amount, as first installment and balance amount of 40% would be released as second/third installment as follows:-

- (a) 25% after 3/4th of the work is over and
- (b) Last 15% after satisfactory completion of works.

(iii) The following may be added as a new para no. 3.25 of the existing Guidelines:-

Ambulances/Hearse Vans are already allowed to be purchased, by the District Authority/CMO/Civil Surgeon of the District out of MPLAD funds on the recommendation of a Member of Parliament. In addition, the scope is now widened to allow operation of ambulance/hearse services through private organizations as follows:-

- a) Ambulance/Hearse vans will be purchased with the recommendation of the CMO/Civil Surgeon/District Magistrate on the proposal of the Member of Parliament;
- b) The ownership of the ambulance/Hearse vans so purchased would rest with the District Authority/CMO/Civil Surgeon and will be under the general supervision of the CMO/Civil Surgeon. The CMO/Civil Surgeon may outsource it for running/operation for a two years period at a time to National/State level trusts/societies of repute under a management contract after following a transparent process and on the recommendation of a 3 member Committee consisting of CMO/Civil Surgeon and two other representatives of District Magistrate and duly approved by District Magistrate;
- c) The said Trust/Society operating the ambulance/Hearse van would be responsible for maintenance, POL and driver and user charges would be fixed by the District Authority(on the recommendation of a committee) who would be responsible to ensure that the charges so fixed are reasonable and affordable for the common man;
- d) The District Collector/Deputy Commissioner/District Magistrate shall monitor the services provided, by these Ambulances/Hearses vans, to ensure maximum benefit to the public; and
- e) Each Ambulance/Hearse van so purchased, shall have bold markings on both sides, stating as:
'Ambulance/Hearse Van, purchased with Government of India, MPLADS Funds, contributed by.....MP.'

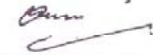
(iv) Part of existing provisions in para 3.21 will be modified as:

"Not more than Rs.25 lakh, can be spent from MPLADS fund, for one or more works of a particular Society/Trust in the lifetime of that society/trust . If a Society has already availed of MPLADS funds up to Rs. 25 lakh, no more funds can be recommended for that Society/Trust under the Scheme. An MP can recommend funds, only upto Rs.50 lakh in all, in a financial year from MPLADS funds for works to Societies/Trusts."

- (v) The following may be added as para 3.26 to the existing Guidelines:-
The minimum amount sanctioned under MPLADS for any project or work should not be less than Rs. 1 lakh. However in exceptional cases such as hand pumps, solar electric lamps, Chaupals, and various equipments/instruments/ computers, it may be less.

2. These instructions should strictly be adhered to in implementation of MPLAD Scheme.
3. This issues with the approval of Hon'ble Minister.

Yours faithfully,



(PANKAJ JAIN)
Additional Secretary

Copy for information to:

1. All Hon'ble Members of Parliament (Lok Sabha/Rajya Sabha).
2. The Secretaries, Nodal Departments, dealing with MPLADS (All States/UTs).
3. Rajya Sabha Committee on MPLADS, Rajya Sabha Secretariat, New Delhi.
4. Lok Sabha Committee on MPLADS, Lok Sabha Secretariat, New Delhi.
5. To all concerned in MPLADS Division.
6. NIC for uploading on the MPLADS Website.

Reform Circular No.4

Member of Parliament Local Area Development Scheme



No. C-23/2011-MPLADS

भारत सरकार
सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय
सरदार पटेल भवन, नई दिल्ली - 110001
GOVERNMENT OF INDIA
MINISTRY OF STATISTICS & PROGRAMME IMPLEMENTATION
SARDAR PATEL BHAVAN, NEW DELHI-110001
FAX : 23364197
E-mail : mplads@nic.in

Dated 17th June, 2011

To

The Commissioners,
Corporation of Kolkata/Chennai/Delhi
Districts Collectors/District Magistrates/Deputy Commissioners.

Sub: Modifications in the existing MPLADS Guidelines – regarding

Sir,

This Ministry has been receiving various representations and suggestions from various Stake holders from last few years requesting for changes/modifications in various provisions of the Guidelines on MPLAD Scheme. These have been examined and based on the discussion and operational experience on the monitoring of the scheme in the States/UTs, it has been decided to make certain amendments as in the succeeding paragraphs.

2. Para 2.6 of the Guideline may be amended to read as :-

“Each MP will recommend works up to the annual entitlement during the financial year in the format at Annex-III to the concerned District Authority. The District Authority will get the eligible sanctioned works executed as per the established procedure of the State Government”.

3. Para 3.12 of the Guidelines may be amended to read as :-

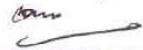
“All recommended eligible works should be sanctioned within 75 days from the date of receipt of the recommendation, after completing all formalities. The District Authority shall, however, inform MPs regarding rejection, if any, within 45 days from the date of receipt of recommendations, with reasons thereof.”

4. The following may be added as Para 3.27 to the Guidelines:-

"The District Authority shall maintain and make available a "Shelf of Projects" including projects for SC/ST inhabited areas to MPs. The Shelf of Projects should be suggestive only, so that it provides, flexibility to the MP, to go beyond the list in order to meet the felt needs of the people".

5. This issues with the approval of Hon'ble Minister.

Yours faithfully,



(PANKAJ JAIN)

Additional Secretary

Copy for information to:

1. All Hon'ble Members of Parliament (Lok Sabha/Rajya Sabha).
2. The Secretaries, Nodal Departments, dealing with MPLADS (All States/UTs).
3. Rajya Sabha Committee on MPLADS, Rajya Sabha Secretariat, New Delhi.
4. Lok Sabha Committee on MPLADS, Lok Sabha Secretariat, New Delhi.
5. To all concerned in MPLADS Division.
6. NIC for uploading on the MPLADS Website.

Member of Parliament Local Area Development Scheme



भारत सरकार
सांख्यिकी एवं कार्यक्रम कार्यान्वयन मंत्रालय
सरदार पटेल भवन, नई दिल्ली - 110001
GOVERNMENT OF INDIA
MINISTRY OF STATISTICS & PROGRAMME IMPLEMENTATION
SARDAR PATEL BHAVAN, NEW DELHI-110001
FAX : 23364197
E-mail : mplads@nic.in

No. C/4/2005-MPLADS

Dated Dated: 28/04/2011

To,

**The Commissioners
Corporations of Kolkata/Chennai/Delhi
District Collectors/District Magistrates/Deputy Commissioners(All)**

Subject:-Clarification regarding utilisation of MPLADS funds for welfare of the differently abled persons-reg.

Sir /Madam,

Government have received representations, requesting that MPs be allowed to spend some MPLAD funds, in assisting physically challenged people. It has been argued, that physically challenged persons face severe hardships, and it is the general policy of Government of India, to take all possible steps, to ameliorate their condition.

2. The issue has been considered at length, in this Ministry. It is felt, that it would be appropriate, to allow Members of Parliament, as public representatives, to spend some of their MPLAD funds, in assisting the physically handicapped in this country, towards a better life, as a mark of their concern.

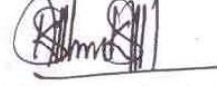
3. Government is aware that item No.11.of Annexure II, of the current MPLAD Guidelines, prohibits assistance to individuals. After consideration, it has been decided, that this condition be relaxed, in favour of physically challenged persons only, keeping in view the larger public good. It is, accordingly directed, that henceforth, MPs will be allowed to spend a maximum of Rs.10.00 (Ten) lakhs per year, from their MPLAD funds, for giving assistance to the physically challenged.

4. In order to ensure, that the fund is properly spent, it is directed that such assistance be given only for the purchase of tri-cycles and artificial limbs, for differently abled persons. It is also directed, that all applications for such assistance will be examined and approved, by the Chief Medical Officer (CMO) of the District, to ensure proper eligibility. The District authorities, under the District Collector /Deputy Commissioner, will also be fully involved in the selection of such eligible persons.

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5. This circular will come into effect from 1st of June, 2011.

Yours faithfully,



(Mini Prasannakumar)
Deputy Director
(Tel. No. 011-23361247)

Copy to:-

1. All Hon'ble Members of Parliament (Lok Sabha & Rajya Sabha).
2. The Secretary, Nodal Department dealing with MPLADS (All States/UTs).
3. Shri D.B. Singh, Joint Secretary, Rajya Sabha Secretariat, New Delhi.
4. Shri Hardev Singh, Director, Lok Sabha Secretariat, New Delhi.
5. To all concerned in MPLADS Division.
6. NIC for uploading on the MPLADS Website.

கிராம ஊராட்சி நிர்வாகம் தொடர்பான முக்கிய அரசாணைகள் தொகுப்பு

