



MANUAL

UNDER RIGHT TO INFORMATION ACT, 2005

Government of Tamil Nadu

Department of Backward Classes Welfare

and

Department of Most Backward Classes & Denotified Communities

Welfare,

Ezhilagam Annexe, Chepauk,

Chennai-600 005.

INTRODUCTION

1.1 In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of each public authority, the Government of India have enacted **The Right to Information Act, 2005, (RTI Act) which came into force on 15.06.2005.**

In accordance with the provisions of section 4(1) (b) of this Act, the Department of Backward Classes Welfare, Government of Tamil Nadu, and Department of Most Backward Classes and Denotified Communities Welfare, Government of Tamil Nadu have brought out this manual for information and guidance of the stakeholders and the general public.

1.2 The purpose of this manual is to inform the general public about this Departments organisational set-up, functions and duties of its officers, providing information about the schemes and records, registers and documents available with the Department.

1.3 The Department of Backward Classes Welfare has designated Personal Assistant to Commissioner of Backward Classes Welfare, Special Officer (Planning) and Accounts Officer and Department of Most Backward Classes and Denotified Communities Welfare has designated Personal Assistant to Commissioner of Most Backward Classes and Denotified Communities and Accounts Officer as their Public Information Officers (PIOs) for all matters concerning the Departments.

1.4 A person requiring any information under the Act in respect of Backward Classes Department may contact Personal Assistant to Commissioner of Backward

Classes Welfare or Special Officer (Planning) or Accounts Officer and in respect of Most Backward Classes and Denotified Communities Department may contact Personal Assistant to Commissioner of Most Backward Classes and Denotified Communities or Accounts Officer of MBC & DNC Department.

1.5 The procedure and fee structure for getting information are as under:-

(a) A request for obtaining information under sub-section (1) of section 6 of the RTI Act shall be made in writing in Tamil or in English or through electronic means either in person or by post to the Public Information Officer mentioned in paragraph 1.3 above and must be accompanied by an application fee of Rs.10 /- by court fee stamp or by demand draft or bankers cheque drawn in favour of PIO of the respective department or by cash against proper receipt. The Public Information Officer shall credit the amount to the following head of account.

“0075.00 Miscellaneous General Services 800.Other receipts BK. Collection of fees under Tamil Nadu Right to Information (Fees) Rules 2005”

(DPC 0075 00 800 BK 0006)

The applicant may also remit the fee under the above head of account through Treasury / Pay and Accounts Office / State Bank of India / Reserve Bank of India and produce the chalan to the Public Information Officer of the department concerned as an evidence for having remitted the prescribed fee.

(b) For providing information under sub-section (1) of section 7 of the Right to Information Act, the request shall be made as at (a) above and the fee as below should be paid as per the mode at (a) above.

i) Rupees two for each page (in A-4 or A-3 size paper) created or copied;

ii) Actual Charge or Cost Price of a copy in larger size paper;

iii) Actual Cost or Price for samples or models; and

iv) For inspection of records, no Fee for the first hour; and a fee of Rs.5/- for each fifteen minutes (or fraction thereof) thereafter.

(c) For providing the information under sub-section (5) of section 7 of the RTI Act, the request shall be made as at (a) above and the fee as below should be paid as per the mode at (a) above.

i) For information provided in diskette or floppy, @ Rs.50/-(fifty) per diskette or floppy; and

ii) For information provided in printed form, at the price fixed for such publication.

1.6 Persons below the poverty line are exempt from the payment of fee mentioned in paragraph 1.5 above for seeking information under the Right to Information Act, 2005. The list of persons below poverty line approved by the Gram Panchayat and Local Bodies will be the basis for claiming this concession. An extract of the list, duly certified, will be sufficient to avail this concession.

1.7 The Appellate Authority under section 19(1) of the Act for the two Departments is as follows:-

S. No	Name of the Department	Appellate Authority	Phone No. & Email ID
1	Department of Backward Classes Welfare	Commissioner of Backward Classes Welfare, Chepauk, Chennai-5	28511124 dir-bcmw@tn.nic.in
2	Department of Most	Commissioner of Most	28546193

	Backward Classes and Denotified Communities	Backward Classes and Denotified Communities Chepauk, Chennai-5	dir-mbc@tn.nic.in
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The Particulars of the organization and duties under section 4(1)(b) (i) of Right Information Act, 2005

1. Objective of the Department

The basic objective of the Departments is to implement policies, laws, regulations and programmes ordered by the Government for the economic, educational and social development of the Backward Classes, Most Backward Classes and Denotified Communities in the State. The aim is to empower the target groups through their educational, economic and social development. Accordingly, these Departments are implementing various programmes and schemes to achieve the above objective.

2. Brief History

The Department of Backward Classes was formed in 1969, after bifurcation from the Adi Dravidar and Tribal Welfare Department .

The Department of Most Backward Classes and Denotified Communities Welfare was formed in 1989, after bifurcation from the Backward Classes and Minorities Welfare Department .

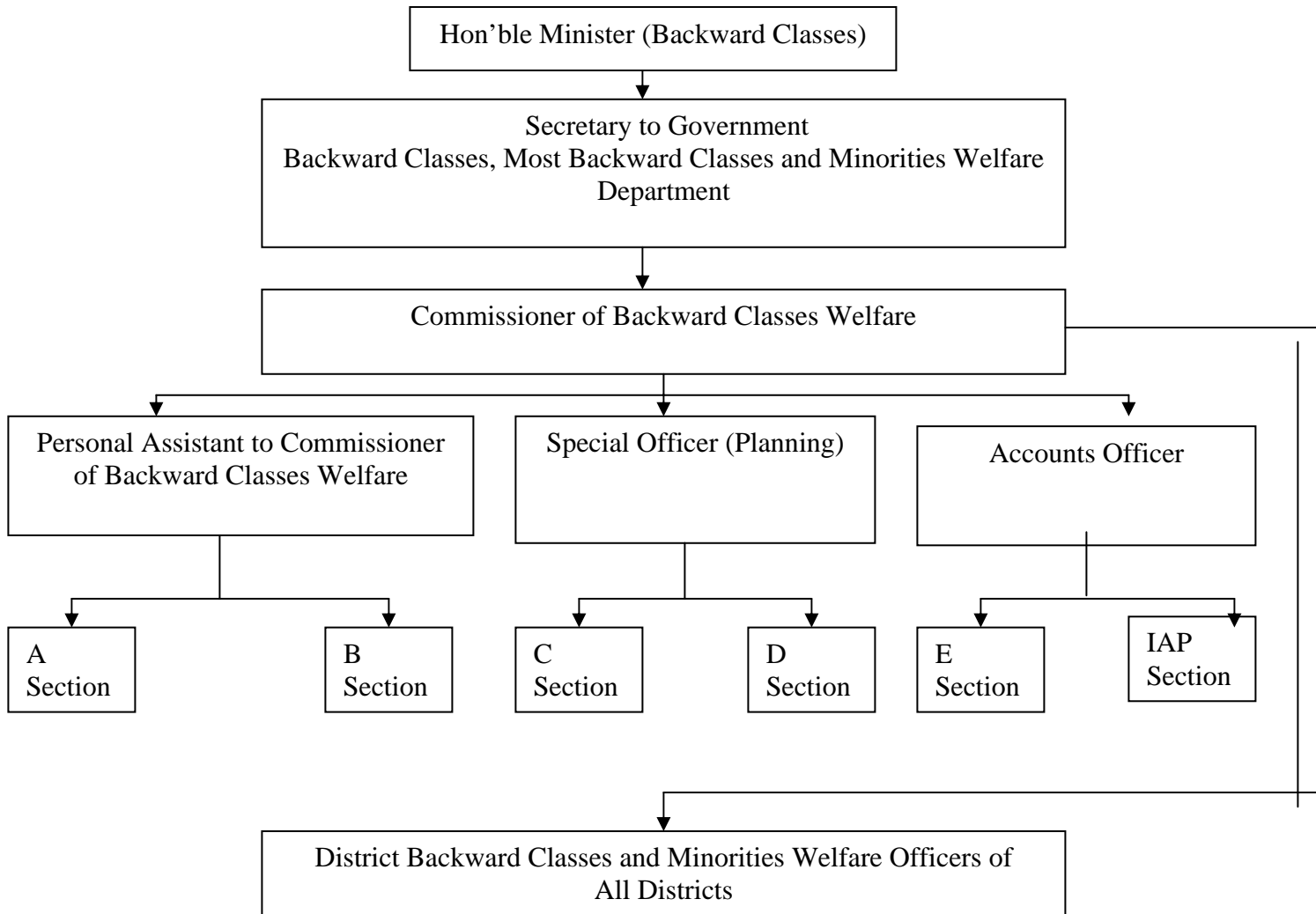
The Department of Minorities Welfare was formed in 2007, after bifurcation from the Backward Classes and Minorities Welfare Department .

3. Subjects

All Welfare Schemes for the upliftment of BC,MBC and DNCs.

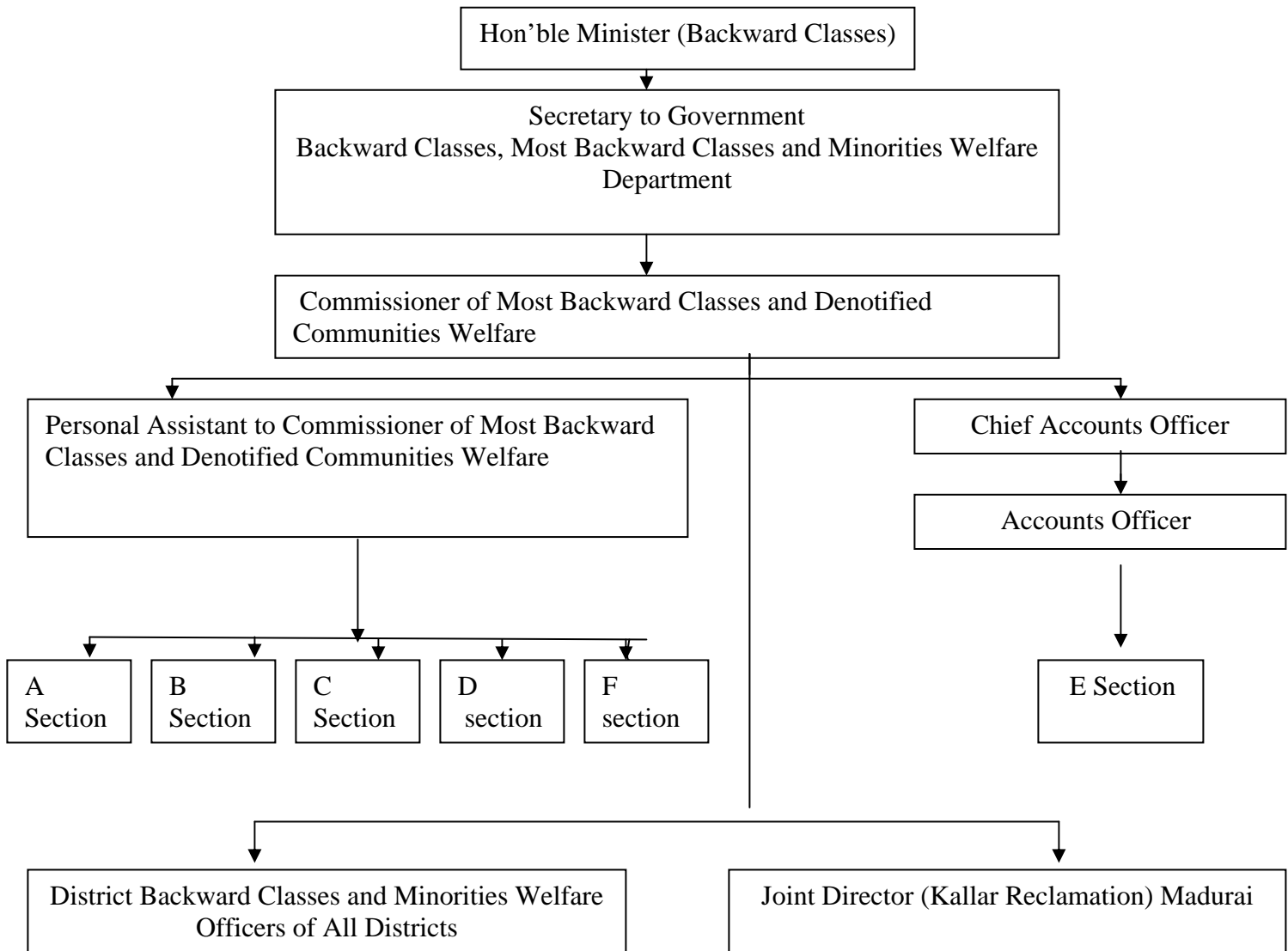
i) ORGANISATION CHART- BC

The Organisation chart of the Backward Classes Welfare department is given below:



ii) ORGANISATION CHART – MBC & DNC

The Organisation chart of the Most Backward Classes and Denotified Communities Welfare department is given below:



Classification of Communities:

The socially , educationally and economically Backward Class citizens of Tamil Nadu have been classified as BCs , MBCs and DNCs. A **list of communities as approved by the Government of Tamil Nadu** under each category is maintained as per the provisions contained in Article 15(4) and 16(4) of the Constitution of India.

LIST OF BACKWARD CLASSES APPROVED

BY

GOVERNMENT OF TAMIL NADU

LIST OF BACKWARD CLASSES, MOST BACKWARD CLASSES AND DENOTIFIED COMMUNITIES

LIST OF BACKWARD CLASSES, MOST BACKWARD CLASSES AND DENOTIFIED COMMUNITIES

1. G.O.(Ms).No.85 BC ,MB & MW Department ,Dated 29.7.2008.
2. G.O.(Ms).No.96 BC ,MB & MW Department(BCC) ,Dated 08.9.2008
3. G.O.(Ms).No.97 BC ,MB & MW Department (BCC),Dated 11.9.2008
4. G.O.(Ms).No.37 BC ,MB & MW Department (BCC),Dated 21.05.2009
5. G.O.(Ms). No. 98 BC,MB&MW Department(BCC),Dated 5.11.2009

List of Backward Classes

Sl.No	Name of the Caste
1.	Agamudayar including Thozhu or Thuluva Vellala
2.	Agaram Vellan Chettiar
3.	Alwar, Azhavar and Alavar (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District.)
4.	Servai(except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts.)

5.	Nulayar(in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
6.	Archakarai Vellala
7.	Aryavathi(in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
8.	Ayira Vaisyar
9.	Badagar
10.	Billava
11.	Bondil
12.	Boyas (except Tiruchirapalli, Karur, Perambalur, Pudukottai, The Nilgiris, Salem , Namakkal Dharmapuri and Krishnagiri Districts). Pedda Boyar (except Tiruchirapalli, Karur , Perambalur and Pudukottai Districts) Oddars (except Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Madurai,Theni and Dindigul Districts) Kaloddars (except Kancheepuram, Tiruvallur, Ranathapuram, Sivaganga, Viruthunagar, Madurai, Theni, Dindigul, Purdukkottai, Tiruchirappalli, Karur, Perambalur, Tirunelveli, Thoothukudi, Salam and Namakkal Districts) Nellorepet oddars (except Vellore and Tiruvannamalai Districts) Sooramari oddars(except Salem and Namakkal Districts)
13	Chakkala (except Sivaganga, Virudhunagar, Ramanathapuram, Thanjavur ,Nagapattinam,Tiruvarur, Pudukottai, Tiruchirapalli, Karur, Perambalur, Madurai, Theni, Dindigul and the Nilgiris Districts)
14.	Chavalakarar (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
15.	Chettu or Chetty (including Kottar Chetty, Elur Chetty, Pathira Chetty, Valayal Chetty,Pudukadai Chetty) (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
16.	Chowdry
16 (A)	Converts to Christianity from Scheduled Castes irrespective of the generation of conversion for the purpose of reservation of seats in Educational Institutions and for seats in Public Services.
16 (B).	C.S.I formerly S.I.U.C (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
17.	Donga Dasaris (except Kancheepuram, Tiruvallur, Trichirapalli, Karur, Parambalur, Pudukottai, Chennai, Salem and Namakkal Districts.
18.	Devangar, Sedar
19.	Dombs (except Pudukottai, Tiruchirapalli ,Karur and Perambalur Districts) Dommars (except Thanjavur, Nagapattinam,Tiruvarur, Pudukottai,Vellore and Thiruvannamalai Districts)

20.	Enadi
21.	Ezhavathy(in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
22.	Ezhuthachar (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
23.	Ezhuva(in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
24.	Gangavar
25.	Gavara, Gavarai and Vadugar(Vaduvar)(other than Kamma, Kapu, Baliya and Reddi)
26.	Gounder
27.	Gowda (including Gammala, Kalali and Anuppa Gounder)
28.	Hegde
29.	Idiga
30.	IllathuPillaimar, Illuvar, Ezhuvar and Illathar
31.	Jhetty
32.	Jogis (Except Kancheepuram, Tiruvallur, Madurai, Theni, Dindigul, Cuddalore, Villupuram, Vellore and Tiruvannamalai Districts)
33.	Kabbera
34.	Kaikolar, Sengunthar
35.	Kaladi (except Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts)
36.	Kalari Kurup including Kalari Panicker (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
37.	Kalingi
38.	Kallar , Easanattu Kallar Gandharva Kottai Kallars(except Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts) Kootappal Kallars-(except Pudukottai, Tiruchirapalli, Karur and Perambalur Districts) Piramalai Kallars- (except Sivaganga, Virudhunagar, Ramanathapuram. Madurai. Theni, Dindigul, Pudukottai, Thanjavur, Nagapattinam and Tiruvarur Districts) Periyasooriyur Kallars- (except Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
39.	Kallar Kula Thondaman
40.	Kalveli Gounder
41.	Kambar
42.	Kammalar or Viswakarma , Viswakarmala (including Thattar, Porkollar, Kannar, Karumar, Kollar, Thacher, Kal Thacher, Kamsala and Viswa brahmin.)

43.	Kani, Kanisu, Kaniyar Panicker
44.	Kaniyala Vellalar
45.	Kannada Saineegar ,Kannadiyar (Throughout the State) and Dasapalanjika (Coimbatore, Erode and the Nilgiris Districts)
46.	Kannadiya Naidu
47.	Karpoora Chettiar
48.	Karuneeagar (Seer Karuneeagar, Sri Karuneeagar, Sarattu Karuneeagar, Kaikatti Karuneeagar, Mathuvazhi Kanakkar, Sozhi Kanakkar, and Sunnambu Karuneeagar)
49.	Kasukkara Chettiar
50.	Katesar, Pattamkatti
51.	Kavuthiyar
52.	Kerala Mudali
53.	Kharvi
54.	Khatri
55.	Kongu Vaishnava
56.	Kongu Vellalars(including Vellala Gounder, Nattu Gounder, Narambukkatti Gounder, Tirumudi Vellalar, Thondu Vellalar, Pala Gounder, Poosari Gounder, Anuppa Vellala Gounder, Padaithalai Gounder, Chendalai Gounder, Pavalankatti Vellala Gounder, Palavellala Gounder, Sanku Vellala Gounder and Rathinagiri Gounder).
57.	KoppalaVelama
58.	Koteyar
59.	Krishnanvaka (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
60.	Kudikara Vellalar
61.	Kudumbi (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
62.	Kuga Vellalar
63.	Kunchidigar
63 (A)	Latin Catholics except Latin Catholic Vannar in Kanniyakumari District.
63 (B)	Lathin Catholics in Shencottah Taluk of Tirunelveli District
64.	Lambadi
65.	Lingayat (Jangama)
66.	Mahratta (Non-Brahmin) (including Namdev Mahratta)
67.	Malayar
68.	Male
69.	Maniagar
70.	Maravars (except Thanjavur, Nagapattinum , Tiruvarur, Pudukottai, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli and Toothukudi Districts) Karumaravars

	Appanad Kondayam kottai Maravar –(except Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni and Dindigul Districts.) Sembanad Maravars- (except Sivaganga, Virudhunagar, and Ramanathapuram Districts)
71.	Moondrumandai Enbathunalu (84) Ur. Sozhia Vellalar
72.	Mooppan
73.	Muthuraja, Muthuracha, Muttiriyar, Mutharaiyar
74.	Nadar, Shanar and Gramani
75.	Nagaram
76.	Naikkar (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
77.	Nangudi Vellalar
78.	Nanjil Mudali (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
79.	Odar (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
80.	Odiya
81.	Oottruvalanattu Vellalar
82.	O.P.S. Vellalar
83.	Ovachar
84.	Paiyur Kotta Vellalar
85.	Pamulu
86.	Panar (except in Kanniyakumari District and Shencottah Taluk of Tirunelveli District where the community is a Scheduled Caste)
86 A	Pandiya Vellalar
87	- Omitted -
88.	Kathikarar in Kanniyakumari District
89.	Pannirandam Chettiar or Uthama Chettiar
90.	Parkavakulam (including Surithimar, Nathamar, Malayamar, Mooppanar and Nainar)
91.	Perike (including Perike Baliija)
92.	Perumkollar (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
93.	Podikara Vellalar
94.	Pooluva Gounder
95.	Poraya
96.	Pulavar (in Coimbatore and Erode Districts)
97.	Pulluvar or Pooluvar
98.	Pusala
99.	Reddy (Ganjam)
100.	Sadhu Chetty (including Telugu Chetty, Twenty four Manai Telugu Chetty)
101.	Sakkaravar or Kavathi (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
102.	Salivagana

103.	Saliyar, Padmasaliyar, Pattusaliyar, Pattariyar, and Adhaviyar
104.	Savalakkarar
105.	Senaithalaivar, Senaikudiyar and Illaivaniar
105. A	Serakula Vellalar
106.	Sourashtra (Patnulkarar)
107.	Sozhiavellalar (including Sozha Vellalar, Vetrilaikarar, Kodikalkarar and Keeraikarar)
108.	Srisayar
109.	Sundaram Chetty
110.	Thogatta Veerakshatriya
111.	Tholkollar (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
112.	Tholuva Naicker and Vetalakara Naicker
113	Thoraiyar
114.	Thoriyar
115.	Ukkirakula Kshatriya Naicker
116.	Uppara, Uppillia and Sagara
117.	Urali Gounder (except Tiruchirapalli, Karur , Perambalur and Pudukottai District) and Orudaya Gounder or Oorudaya Gounder (in Madurai ,Theni, Dindigul, Coimbatore, Erode, Tiruchirapalli, Karur , Perambalur, Pudukottai, Salem and Namakkal Districts)
118.	Urikkara Nayakkar
118 A	Virakodi Vellala
119	Vallambar
119. A	Vallanattu Chettiar
120.	Valmiki
121.	Vaniyar, Vania Chettiar (including Gandla, Ganika, Telikula and Chekkalar)
122.	Veduvavar and Vedar (except in Kanniyakumari District and Shencottah Taluk of Tirunelveli District where the community is a Scheduled Castes)
123.	Veerasaiva (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
124.	Velar
125.	Vellan Chettiar
126.	Veluthodathu Nair (in Kanniyakumari District and Shencottah Taluk of Tirunelveli District)
127.	Vokkaligar (including Vakkaligar, Okkaligar, Kappiliyar, Kappiliya, Okkaliga Gowda, Okkaliya- Gowda, Okkaliya- Gowder, Okkaliya Gowda)
128.	Wynad Chetty (The Nilgiris District)
129.	Yadhava (including Idaiyar, Telugu Speaking Idaiyar known as Vaduga Ayar or Vaduga Idaiyar or Golla and Asthanthra Golla)
130.	Yavana
131.	Yerukula

132.	Orphans and destitute children who have lost their parents before reaching the age of ten and are destitutes; and who have nobody else to take care of them either by law or custom; and also who are admitted into any of the schools or orphanages run by the Government or recognized by the Government.
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II List of Backward Classes Christians

Omitted

III List of Backward Classes Muslims

1.	Ansar
2.	Dekkani Muslims
3.	Dudekula
4.	Labbais including Rowthar and Marakayar (whether their spoken language is Tamil or Urdu)
5.	Mapilla
6.	Sheik
7.	Syed

List of Most Backward Classes

1	Ambalakarar
2	Andipandaram
2(A)	Arayar (in Kanniyakumari District)
3	Bestha, Siviari
4	Bhatraju (other than Kshatriya Raju)
5	Boyar, Oddar
6	Dasari
7	Dommara
8	Eravallar (except in Kanniyakumari District and Shencottah Taluk of Tirunelveli District where the community is a Scheduled Tribe)
9	Isaivellalar
10	Jambuvanodai
11	Jangam
12	Jogi
13	Kongu Chettiar (in Coimbatore and Erode Districts only)
14	Koracha
15	Kulala (including Kuyavar and Kumbarar)
16	Kunnuvar Mannadi

18	Kuruhini Chetty
18(A)	Latin Catholic Christian Vannar (in Kanniyakumari District)
19	Maruthuvar, Navithar, Mangala, Velakattalavar, Velakatalanair and Pronopakari
20	Mond Golla
21	Moundadan Chetty
22	Mahendra, Medara
23	Mutlakampatti
24	Narikoravar
25	Nokkar
25(A)	Panisaivan / Panisivan
26	Vanniakula Kshatriya (including Vanniyar, Vanniya, Vannia Gounder, Gounder or Kander, Padayachi, Palli and Agnikula Kshatriya)
27	Paravar (except in Kanniyakumari District and Shencottah Taluk of Tirunelveli District where the Community is a Scheduled Caste)
27A	Paravar converts to Christianity including the Paravar converts to Christianity of Kanniyakumari District and Shencottah Taluk in Tirunelveli District.
28	Meenavar (Parvatharajakulam, Pattanavar, Sembadavar) (including converts to Christianity)
29	Mukkuvar or Mukayar (including converts to Christianity)
30	Punnan Vettuva Gounder
31	Pannayar (other than Kathikarar in Kanniyakumari District)
32	Sathatha Srivaishnava (including Sathani, Chattadi and Chattada Srivaishnava)
33	Sozhia Chetty
34	Telugupatty Chetty
35	Thottia Naicker (including Rajakambalam, Gollavar, Sillavar, Thockalavar , Thozhuva Naicker and Erragollar)
36	Thondaman
36(A)	Thoraiyar (Nilgris)
36(B)	Thoraiyar (Plains)
37	Valaiyar (including Chettinad Valayars)
38	Vannar (Salavai Thozhilalar) (including Agasa, Madivala, Ekali, Rajakula, Veluthadar and Rajaka) (except in Kanniyakumari District and Shencottah Taluk of Tirunelveli District where the community is a Scheduled Caste)
39	Vettaikarar
40	Vettuva Gounder
41	Yogeeswarar

List of Denotified Communities

1	Attur Kilnad Koravars (Salem, Namakkal, Cuddalore, Villupuram, Ramanathapuram, Sivaganga and Virudhunagar Districts)
2	Attur Melnad Koravars (Salem and Namakkal District)
3	Appanad Kondayam kottai Maravar (Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni and Dindigul Districts)
4	Ambalakarar (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
5	Ambalakarar (Suriyanur, Tiruchirapalli District)
6	Boyas (Tiruchirapalli, Karur, Perambalur, Pudukottai, The Nilgiris, Salem Namakkal Dharmapuri and Krishnagiri Districts)
7	Battu Turkas
8	C.K. Koravars (Cuddalore and Villupuram Districts)
9	Chakkala (Sivaganga, Virudhunagar, Ramanathapuram, Thanjavur, Nagapattinam, Tiruvarur, Pudukottai Tiruchirapalli, Karur, Perambalur, Madurai, Theni, Dindigul and the Nilgiris Districts)
10	Changyampudi Koravars (Vellore and Tiruvannamalai Districts)
11	Chettinad Valayars (Sivaganga, Virudhunagar and Ramanathapuram Districts)
12	Dombs (Pudukottai, Tiruchirapalli, Karur and Perambalur Districts)
13	Dobba Koravars (Salem and Namakkal Districts)
14	Dommas (Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Vellore and Tiruvannamalai Districts)
15	Donga Boya
16	Donga Ur. Korachas
17	Devagudi Talayaris
18	Dobbai Korachas (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
19	Dabi Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Vellore and Tiruvannamalai Districts)
20	Donga Dasaris (Kancheepuram, Tiruvallur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Chennai, Salem and Namakkal Districts)
21	Gorrela Dodda Boya
22	Gudu Dasaris
23	Gandarvakottai Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai Cuddalore and Villupuram Districts)
24	Gandarvakottai Kallars (Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts)
25	Inji Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
26	Jogis (Kancheepuram, Tiruvallur, Chennai, Cuddalore, Villupuram, Vellore and Tiruvannamalai Districts)

27	Jambavanodai
28	Kaladis (Sivaganga, Virudhunagar, Ramanathapuram, Madurai,Theni, Dindigul, Thanjavur, Nagapattinam,Tiruvarur, Pudukottai,Tiruchirapalli, Karur and Perambalur Districts)
29	Kal Oddars (Kancheepuram, Tiruvallur, Ramanathapuram, Sivaganga, Virudhunagar, Madurai, Theni, Dindigul,Pudukottai, Thanjavur, Nagapattinam,Tiruvarur, Tiruchirapalli, Karur,Perambalur, Tirunelveli, Toothukudi, Salem and Namakkal Districts)
30	Koravars (Kancheepuram , Tiruvallur, Ramanathapuram, Sivaganga, Virudhunagar, Pudukottai,Thanjavur, Nagapattinam, Thiravarur, Tiruchirapalli, Karur, Perambalur, Tirunelveli, Thoothukadi, Chennai,Madurai, Theni, Dindigul and The Nilgiris Districts)
31	Kalinji Dabikoravars (Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts)
32	Kootappal Kallars (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
33	Kala Koravars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur Perambalur and Pudukottai Districts)
34	Kalavathila Boyas
35	Kepmaris (Kancheepuram,Tiruvallur, Pudukottai, Tiruchirapalli, Karur and Perambalur Districts)
36	Maravars (Thanjavur, Nagapattinam, Tiruvarur, Pudukottai, Ramanathapuram, Sivaganga, Virudhunagar, Tirunelveli and Toothukudi Districts)
37	Monda Koravars
38	Monda Golla (Salem and Namakkal Districts)
39	Mutlakampatti (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
40	Nokkars (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
41	Nellorepet Oddars (Vellore and Tiruvannamalai Districts)
42	Oddars (Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli,Karur, Perambalur, Pudukottai, Madurai, Theni and Dindigul Districts)
43	Pedda Boyas (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
44	Ponnai Koravars (Vellore and Tiruvannamalai Districts)
45	Piramalai Kallars (Sivaganga, Virudhunagar, Ramanathapuram, Madurai, Theni, Dindigul, Pudukottai, Thanjavur, Nagapattinam and Tiruvarur Districts)
46	Peria Suriyur Kallars (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
47	Padayachi (Vellayan Kuppam in Cuddalore District and Tennore in Tiruchirapalli District)
48	Punnan Vettuva Gounder (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
49	Servai (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
50	Salem Melnad Koravars (Madurai, Theni, Dindigul, Coimbatore, Erode, Pudukottai, Tiruchirapalli, Karur, Perambalur, Salem, Namakkal, Vellore and Tiruvannamalai Districts)
51	Salem Uppu Koravars (Salem and Namakkal Districts)
52	Sakkaraitamadai Koravars (Vellore and Tiruvannamalai Districts)
53	Saranga Palli Koravars
54	Sooramari Oddars (Salem and Namakkal Districts)
55	Sembanad Maravars (Sivaganga, Virudunagar and Ramanathapuram Districts)
56	Thalli Koravars(Salem and Namakkal Districts)
57	Telungapatti Chettis (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
58	Thottia Naickers (Sivaganga , Virudunagar, Ramanathapuram, Kancheepuram,Tiruvallur, Thanjavur, Nagapattinam, Tiruvarur, Tiruchirapalli, Karur, Perambalur, Pudukottai, Tirunelveli, Thoothukudi, Salem, Namakkal,Vellore, Tiruvannamalai, Coimbatore and

	Erode Districts)
59	Thogamalai Koravars orKepmaris (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
60	Uppukoravars or Settipalli Koravars (Thanjavur, Nagapattinam , Tiruvarur, Pudukottai, Madurai, Theni, Dindigul, Vellore and Tiruvannamalai Districts)
61	Urali Gounders (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
62	Wayalpad or Nawalpeta Korachas
63	Vaduarpatti Koravars (Madurai, Theni, Dindigul, Ramanathapuram, Sivaganga, Virudunagar, Tirunelveli, Thoothukudi, Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
64	Valayars (Madurai, Theni, Dindigul, Tiruchirapalli, Karur, Perambalur, Pudukottai,Erode and Coimbatore Districts)
65	Vettaikarar (Thanjavur, Nagapattinam, Tiruvarur and Pudukottai Districts)
66	Vetta Koravars (Salem and Namakkal Districts)
67	Varaganeri Koravars (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)
68	Vettuva Gounder (Tiruchirapalli, Karur, Perambalur and Pudukottai Districts)

SCHEMES

HOSTELS

State Government is running BC , MBC & DNC College/ITI/Polytechnic and School Hostels throughout the State.

Following BC/MBC/DNC students are eligible for admission in hostels.

- Parental annual income limit should not exceed Rs.1,00,000/.
- Distance limit of 5 kms or more from residence to educational institutions for Boys students (This condition is not applicable to Girl students)
- IV to XII Std.students are admitted in School Hostels.
- Degree and Polytechnic Students are admitted in College Hostels
- Separate Hostels are maintained for Boys and Girls.

Facilities provided:

- i) Free Boarding & Lodging facilities
- ii) Supply of two sets of Polyester Cotton Uniforms to students upto X Std.
- iii)Supply of Special Guides to X and XII students

iv)Supply of Wollen Sweaters to the boarders in the Hostels in Hill areas.

v) Supply of Mats & Bedsheets for all students.

Whom to apply :

Application for admission to Hostel should be submitted in the prescribed form to the respective DBC&MWO/Warden/Matron concerned. Income / Community Certificates should be furnished along with the application form. Application can be had free of cost from the respective Warden/Matron of the hostels and the DBC&MWO

Grant of Prematric Scholarship

(i) Under Prematric scholarship Tuition fees to students studying in Govt./Govt. Aided English Medium Schools are reimbursed. The Government have waived the Special fees for students from VI to XII Std.

Conditions:

- All MBC and DNC students without any condition
- BC students who belong to non-graduate family and whose parental income does not exceed Rs.1,00,000/- per annum.

Sl.No.	Standard	Concession
1	6 th to 8 th Stds.	@ Rs.20/- p.m. for 10 months
2.	Std.9 th and 10 th Std.	@ Rs.25/- p.m. for 10 months.

(ii)Examination Fees Reimbursement

The examination fee is fully reimbursed to Director of Government Examinations for all the X and XII Std students studying in English Medium belonging to BC/MBC/DNC. Tamil Medium students are exempted from payment of examination fee

Note:

- i) No Application form is necessary for availing any of the Prematric Scholarships
- ii) The Headmaster is responsible for claiming tuition fees from the District Backward Classes and Minorities Welfare Officer of the District.

Grant of Postmatric Scholarship

Postmatric scholarship is given to students from Plus 1 to Ph.D level. Under this, Tuition fees, Special fees, Examination fees, Book money, Boarding and Lodging are reimbursed at the rates included in the scholarship notification/Government orders.

Conditions:

- (i) Parental annual income should not exceed Rs.1,00,000/- for BCs/MBCs/DNCs
- (ii) Minimum 40% marks for BCs/MBCs. No minimum marks are prescribed for DNCs.

Grant of Free Education Scholarship

Free Education Scholarship Scheme is applicable to BC, MBC & DNC students studying in

- 3 Year Degree course (B.A., B.Sc., B.Com.,)
- 3 Year Polytechnic Diploma Course
- Professional courses (viz. Medical, Engineering, Agri, Veterinary, Law)
(under graduate only)

Conditions:

For BCs/ MBCs & DNCs: (3 yr Degree courses) in Govt. and Govt. aided Colleges

No conditions for 3 year Degree Courses only (Viz BA, B.Sc., B.Com etc)

For BCs/ MBCs & DNCs (for Polytechnic & Professional)

- Parental annual income should not exceed Rs.1,00,000/-.
- Students should be first graduate in the family.

Nature of Assistance:

Tuition fees, Special fees, Examination fees, Other Compulsory fees payable by the students to the institutions at the rate fixed by Government are reimbursed to the students.

The students staying in Hostels attached to the Institutions are eligible for sanction of Boarding & Lodging charges at the following rates.

For BCs :

Name of the Course	Rate allowed	
	Chennai city Rs	Districts Rs
Arts Science, Law Degree Courses, Professional Degree Courses Industrial and Technical Courses	75/- p.m.	60/- p.m.

For MBCs/DNCs :

Name of the Course	Rate allowed Rs
Professional Degree Courses	140/- p.m
Polytechnic and Diploma	90/- p.m.
Science(UG/PG) Degree Courses	90/- p.m
+2 and Under Graduate Courses(Arts)	80/-p.m.

How to apply:-

Application can be had free of cost from the respective Heads of Educational Institutions.

Filled up Application should be handed over to the concerned Educational Institution in the form prescribed.

Penal Action Under Section 420 IPC –

In cases where the scholarships have been obtained from the BCs & MBCs and DNCW Department by furnishing false income certificates or false information, declaration regarding the income in the application for sanction of scholarship, the scholarship so obtained should be cancelled and the amount of scholarship summarily recovered from the parents / guardians of the students concerned.

Time limit for filing of appeal against recovery orders:-

- i) Every recovery orders passed by the DBC&MWOs or by the DBC should contain a clause specifying that the affected party can appeal against recovery within 60 days from the date of receipt of the recovery orders.
- ii) The appellant should first approach to next appellate authority next to the officer ordering the recovery within 60 days from the date of receipt of the recovery order.

The parents/guardians who have willfully furnished false income and community certificate and declaration in the application for sanction of scholarship should be prosecuted under section 420 of the Indian Penal Code and other relevant provisions of the law.

The DBC & MW & DMBC and DNCW are authorised to initiate action against the parents-guardians and also against the officials concerned. The prosecution should be resorted to only in very bad cases and if Directors are personally satisfied about

the need for prosecution. Departmental action initiated should await the verdict of the court in criminal prosecution.

In regard to the question of resorting to prosecution against the officers in addition to the departmental action, for issue of false certificates, Government have decided that it is enough if departmental action is taken against the officers who issued false certificates. However in cases where the false certificate was deliberately and knowingly issued to favour ineligible candidate prosecution should be launched.

Any grievances regarding the sanction / rejection of scholarship in the districts by the District Backward Classes and Minorities Welfare Officer, Public are requested to address the Director of Backward Classes and Minorities Welfare or Director of Most Backward Classes and Denotified Communities Welfare.

Incentive for Rural MBC/DNC Girl Students:

Rural MBC/DNC girl students whose parents income does not exceed Rs.25,000/- p.a. are given incentives at the following rates.

Standard	Incentive	Mode of payment
III to V	Rs.500/- per year	Deposited in Post office Savings Bank Account in girl's mother's name.
VI	Rs.1000/- per year	Deposited in Post office Savings Bank Account in girl's mother's name.

Preference is given to

- (i) Girl children of widows
- (ii) Girl Children of women abandoned by husband.
- (iii) poorest among poor students.

PRIZES AND AWARDS

State and District Level Prizes:

Highest Marks scorers to BC and MBC/DNC students in Higher Secondary Exam and S.S.L.C Public Exam at the State level and District level are awarded the following prizes are awarded every year :

STATE LEVEL PRIZES

Public Exam – 12th std students

Details of Prizes	Prize Amount
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 first prizes	@Rs.50000/- each
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 second prizes	@Rs.30000/- each
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 third prizes	@Rs.20000/- each

Public Exam – 10th std students

Details of Prizes	Prize Amount
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 first prizes	@Rs.25000/- each
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 second prizes	@Rs.20000/- each
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 third prizes	@Rs.15000/- each

DISTRICT LEVEL PRIZES

Public Exam – 12th std students

Details of Prizes	Prize Amount
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 first prizes	@Rs.3000/- each
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 second prizes	@Rs.2000/- each

2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 third prizes	@Rs.1000/- each
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Public Exam – 10th std students

Details of Prizes	Prize Amount
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 first prizes	@Rs.1500/- each
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 second prizes	@Rs.1000/- each
2 Boys and 2 Girls @ 1 each from BC and MBC/DNC – 4 third prizes	@Rs.500/- each

No application form is prescribed. No income limit fixed. The prizes will be awarded by DBC&MWOs on receipt of merit list from Director of Government Examinations and disbursed through the Heads of Institutions.

Thanthai Periyar Memorial Award

Two Boys and Two Girls belonging to BC and MBC/DNC in each district studying Diploma Courses in Polytechnics with the highest marks in Xth std are awarded Rs.5000/- per year for three years.

There is no income ceiling fixed and no application is necessary. Prizes will be awarded by the DBC&MWOs after finalization of the list received from Polytechnics. The prizes are disbursed through the Heads of Educational Institutions.

Perarignar Anna Memorial Award

2 Boys and 2 Girls in each district from BC and MBC/DNC students who secured Highest marks in +2 Exams in each District and pursuing Professional Courses Viz. Medical, Engineering, Veterinary, Law, Agriculture, etc., in the Institutions

situated in Tamil Nadu are awarded Rs.5000/- per year for four years or till the normal Course completion.

No income ceiling is fixed and no application is necessary. The prizes will be awarded by DBC&MWOs on receipt of merit list from Directorate of Government Examination and bonafide certificate from the Institutions. The awards are disbursed through the Heads of Educational Institutions.

SCHEME FOR MERITORIOUS STUDENTS TO PURSUE STUDIES IN BEST PRIVATE SCHOOLS OF THEIR CHOICE FOR JOINING +1STD

Financial assistance is given to 10 students from each district who secure highest marks in 10th Public Examination from Government High Schools to pursue their higher secondary education in the best private schools of their choice in Tamil Nadu

Eligibility : 1. Should belong to BC/MBC/DNC community

2. The annual parental income should not exceed Rs.1 lakh per annum.

Prize Amount : Tuition fees	- Rs.8000/-
Maintenance Fees	- Rs.3650/-
Hostel fees	- Rs.15000/-
Special coaching fees	- Rs.1500/-

	- Rs.28150/- or Rs.28000/-

Maximum of Rs.28000/- per annum per student for 2 years is sanctioned.

BOARDING GRANTS

Eligibility:

BC/MBC/DNC Students staying in the recognised 39 Private Hostels .

Quantum of Grant :

Rs.450/- p.m. to each student for 10 months in a year.

Conditions :

- Parental annual income should not exceed Rs.50,000/-

Students need not apply for this benefit which is claimed by the Hostel authority and appropriated against student's hostel bill.

SUPPLY OF TOOLS:

Following equipments are supplied free of cost to BC , MBC&DNC people subject to conditions given against each.

Sl. No	Concessions/ Benefits	Conditions	Contact Officer
1.	Brass iron boxes	1. Annual income should not exceed Rs.16,000 in rural and Rs.24,000 in urban areas. 2. The beneficiary should be actually engaged in the profession. 3. The beneficiary should belong to BC/MBC/DNCs	Applications should be sent to respective DBC & MWO at District Headquarters
2.	Sewing Machine	1. Annual income should not exceed Rs 16,000 in rural and Rs 24,000 in urban areas 2. Age:20-45 years 3. Should have knowledge of Tailoring. 4. The beneficiary should belong to BC/MBC/DNCs	Applications should be sent to respective DBC & MWO at District Headquarters

JOB ORIENTED TRAINING

Job Oriented Training is provided to the BC/MBC/DNC candidates to enable them to acquire the required skill to secure jobs or for gainful self employment. The entire training fee is borne by the State Government. Training programmes are imparted through Central / State Government institutions and Private Institutions. JOT Schemes are directly implemented / monitored by the Commissioner of Backward Classes and Commissioner of Most Backward Classes and Denotified Communities.

Eligibility:

- (i) The following candidates are eligible for selection.
 - (a) Candidate should belong to BC/ MBC/DNC's.(excluding Minorities)
 - (b) Candidate should be a native of TamilNadu.
 - (c) For all these training schemes, the applicant's parental income should not exceed Rs.1,00,000/-p.a.
 - (d) Should possess the requisite educational qualification prescribed for each course
 - (e) Age limit as prescribed for each case.

The following procedures will be followed for selection of candidates.

- i. For each course, Advertisement will be issued in leading Newspapers calling for applications / walk-in-interview.
- ii. Wide Publicity will be made through Press / other Media about the programme. The candidate selection will be made on the verification of educational and other certificates.
- iii. The Government shall bear 100 % of the course fee as subsidy.
- iv. During the training period, the original educational certificates of the trainee shall be kept by the institute.
- v. At the time of joining of the course , the candidates should give an undertaking letter that they will not discontinue the course during

the training period.

- vi. If any candidate discontinues the training course the original educational certificates of the individual will be returned only after he / she refund the proportionate training cost spent by the Government.
- viii. At the completion of the course, Course certificate will be issued jointly by the Department and Institute to the candidates who have successfully completed the training course.

The details of various Job-Oriented Training schemes at present implemented through the BC & MBC Welfare Departments are as follows:

DEPARTMENT OF BACKWARD CLASSES

S.No	Name of the Scheme
1	Heavy Vehicle Driving Training (கனரக வாகன ஓட்டுநர் பயிற்சி)
2	Light Motor Vehicle Driver Training with PSV badge.
3	Advanced Embedded System
4	CNC Programming & Operation and CAD/CAM using Unigraphics Software
5	Production Operator (CNC shop)
6	Auto CAD (3D Modeling Design using Auto CAD)

7	Advanced Networking using CISCO Routers
8	Computer Hardware Maintenance & MS office Tools
9	Apparel Manufacturing Technology (AMT)
10	Apparel Pattern Making (APM)
11	Apparel Manufacturing Technology (AMT)
12	Pattern Cutting Masters Course (PCMC)
13	Diploma in Knit Garment in Manufacturing Technology (DKMT)
14	Garment Making Course
15	Fitters Training Programme on Sulzer / Projectile / Rapier Weaving Machine
16	Weavers Training Programme
17	Certificate course in Knitting Technology
18	AVID -Digital Non Linear Editing
19	Multi Media
20	Audio Dubbing

21	Clothing Production Technology (CPT)
22	Fashion and Clothing Technology (FCT)
23	Certificate course in Hotel Management and Catering Science
24	Garment Manufacturing Technology
25	Textile Designing & Computer Application
26	Diploma in logistics and Port Management
27	Certificate course in Automobile Technology
28	CNC Programming and operations
29	Hi Tech Welding (Arc, Gas, TIG&MIG)
30	JCB-Crane + Poclain + Fork lift operator / Maintenance
31	Jewellery Manufacturing
32	Business Management in Jewellery
33	Jewellery Designing & Hand Made Jewellery Techniques
34	Certificate course in ECG Technician

35	Certificate course in C.T.Scan operations.
36	Certificate course in Medical Lab Assistant
37	Certificate course in Exercise Therapy and Sports Rehabilitation

DEPARTMENT OF MOST BACKWARD CLASSES AND DENOTIFIED COMMUNITIES

1	Plastics Mould Design with Auto CAD
2	Plastic Processing Machine Operator (PPMO)
3	Injection Moulding Machine operator (IMO)
4	Land surveying Supervisor
5	Certificate course in ELECTRICIAN
6	Certificate course in AIR CONDITIONING & REFRIGERATION
7	Certificate course in FOUR WHEELER MECHANISM
8	Certificate course in TWO WHEELER MECHANISM
9	Heavy Machine operation and Maintenance

10	Advanced Diploma in 3D Animation
11	Honours Diploma in Computer Application
12	Certificate course in computer Hardware Maintenance
13	Computer Accountant
14	Certificate course in Linux, C, C++.
15	Web Developer
16	Certificate course in Multimedia (Photoshop, coral etc)
17	Auto CAD
18	Desk Top Publishing
19	Certificate course Mass Communication and Journalism
20	Certificate course in Advertising
21	Certificate course in Communicative English

22	Editing, Non Linear Editing and Film Editing
23	Certificate course in Beauty Theraphy
24	Certificate course in Clinical Nursing Assistant
25	Certificate course in Radiological Assistant (X-ray Assistant)
26	Certificate course in Medical Transcription
27	Certificate course in Digital Visual Communication
28	Certifcate course in Digital printing and Publication
29	Certificate course in Digital Photography
30	Certificate course in Mobile Phone Servicing
31	Certificate course in PLUMBING
32	Private Secretaryship and Executive Secretaryship
33	Certificate course in Different Footwear making
34	Certificate course in Leather Goods Making

Note: The above JOT programmes are subject to change on Government's policy decision.

ISSUE OF FREE HOUSE SITES PATTAS AND PROVISION OF INFRASTRUCTURE FACILITIES.

Free House site pattas are issued to Backward Class, Most Backward Class and Denotified Communities and also to Forward Communities who are living below poverty line in rural areas whose annual income is less than Rs.16,000/- in rural areas and Rs.24,000/- in urban areas.

From the year 2001-02 to 2005-06 the issue of free house site pattas has been suspended temporarily to provide infrastructure facilities like roads, street lights , drinking water and sanitation in the sites where house sites pattas have been allotted. Provision of house site pattas have been revived by the Government from the year 2006-07.

From 2008-09, infrastructure facilities to the sites where free house site pattas issued is carried out by Rural Development Department. Hence the scheme is not in existence in this Department.

KALLAR RECLAMATION SCHOOLS

The people belonging to "Piramalai Kallar" community, which is included in the list of DNCs are concentrated in Madurai, Theni and Dindigul districts in Tamilnadu. The schemes intended for the upliftment of the Piramalai Kallars are being implemented by the Joint Director (Kallar Reclamation), with head quarters at Madurai in the campus of near Madurai collectorate. He is working under the administrative control of Commissioner of MBCs and DNC, Chennai.

260 Kallar Reclamation (KR) Schools and 52 hostels are being run for the benefit of Piramalai Kallars in Madurai, Theni and Dindigul Districts. Midday meals, uniforms,

text books, slate and note books are given free of cost to the students studying in these schools.

The details of schools are as follows:

Primary Schools	-	187
Middle Schools	-	28
High Schools	-	21
Higher Secondary Schools	-	24

TOTAL	-	260

**SUPPLY OF FREE BI-CYCLES TO BC/MBC/DNC STUDENTS STUDYING
IN XI AND XII STD**

Under the scheme of distribution of free bicycles all BC / MBC /DNC girls / boys students studying in XI standard in Government and Government Aided and partly aided schools are provided with bicycles.

ELIGIBILITY:

BC/MBC/DNC, Girl / Boy students studying in Government / Government aided and Partly aided schools in the State.

There is no parental annual income limit.

Students need not separately apply for getting the free bi-cycle.

The following category of students are not eligible to receive Free Bicycle.

Students staying in residential schools and schools where the hostel and the schools are in the same campus.

Denotified Communities Welfare Board:-

The registered Members of the Denotified Communities Welfare Board are provided with the benefits as provided to the members of the un-organized Labour Welfare Boards as detailed below:-

1.	<u>Accident Relief Schemes</u>	
	a) Assistance for accidental Death	Rs. 1,00,000/-
	b) Assistance for disability due to accidents (depending upon disability)	Rs. 10,000 to 1,00,000/-
2.	Natural death assistance	Rs. 15,000/-
3.	Assistance for Funeral expenses	Rs. 2,000/-
4	<u>Financial Assistance for Education</u>	
	a) Girls Studying in X STD	Rs. 1,000/- per annum
	b) Girls who passed X STD	Rs. 1,000/- per annum
	c) Girls studying in XI STD	Rs. 1,000/- per annum
	d) Girls studying in XII STD	Rs. 1,500/- per annum
	e) Girls who passed XII STD	Rs. 1,500/- per annum
	f) For Regular Degree	Rs. 1,500/- per annum
	g) For Regular Degree with hostel facility	Rs. 1,750/- per annum
	h) For Regular P.G Degree	Rs. 2,000/- per annum
	i) For Regular P.G Degree with hostel facility	Rs. 3,000/- per annum
	j) Professional Degree. course	Rs. 2,000/- per annum
	k) Professional Degree Course with hostel facility	Rs. 3,000/- per annum
	L) Professional P.G Degree	Rs. 4,000/- per annum
	m) Professional P.G Degree with hostel facility	Rs. 6,000/- per annum
	n) ITI or Vocational Training	Rs. 1,000/- per annum

	o)ITI or Vocational Training with hostel facility	Rs. 1,200/- per annum
5.	Marriage assistance	Rs. 2,000/-
6.	<u>Financial Assistance to pregnant Women</u>	
	a. Pregnancy for 6 months at the rate of Rs. 1,000/- per month.	Rs.6,000/-
	b. Abortion / Dressing Nursing and Cleaning	Rs. 3,000/-
7.	Reimbursement of Spectacle expenses	Rs. 500/-
8.	Old age pension (O.A.P) per month	Rs. 400/-

The registered Members of the DNC welfare board are to submit the filled in application with all relevant documents to the District Backward Classes and Minorities Welfare Officers concerned for getting the above benefits.

Narikoravar Welfare Board:-

The registered Members of the Tamil Nadu Narikoravar Welfare Board are sanctioned the Welfare benefits that are provided to the labourers of the un-organized sector as detailed below:-

1.	Accident Relief Schemes	
	a) accidental death assistance	Rs. 1,00,000/-
	b) Disability due to accident (depending upon disability)	Rs. 10,000 to 1,00,000/-
2.	Assistance for natural death assistance	Rs. 15,000/-
3.	Assistance for Funeral ceremony	Rs. 2,000/-
4.	<u>Financial Assistance for Educational</u>	
	a) Boys & Girls studying I-V Std	Rs.500/- per annum (Rs.50/- per month for 10 months)
	b) Boys & Girls studying VI-IX Std	Rs.1000/- per annum (Rs.100/- per month for 10 months)

	c) Girls Studying in X STD	Rs. 1,000/- per annum
	d) Girls who have passed X STD	Rs. 1,000/- per annum
	e) Girls studying XI STD	Rs. 1,000/- per annum
	f) Girls studying XII STD	Rs. 1,500/- per annum
	g) Boys & Girls who have passed XII STD	Rs. 1,500/- per annum
	h) Degree (Regular)	Rs. 1,500/- per annum
	Degree (with hostel facility)	Rs. 1,750/- per annum
	i) P.G. (Regular)	Rs.2,000/- per annum
	P.G. (with hostel facility)	Rs. 3,000/- per annum
	j) Professional Degree.	Rs. 2,000/- per annum
	Professional Degree (with hostel facility)	Rs. 4,000/- per annum
	k) Professional P.G course	Rs. 4,000/- per annum
	Professional P.G courses (with hostel facility)	Rs. 6,000/- per annum
	l) ITI or Vocational Training	Rs. 1,000/- per annum
	ITI or Vocational Training (hostel)	Rs. 1,200/- per annum
5.	Marriage assistance	Rs. 2,000/- per annum
6.	Assistance for Pregnancy Women	
	1.Pregnancy per month Rs. 1,000/-p.m. for 6 months	Rs.6,000/-
	2. Abortion / D & C.	Rs. 3,000/-
7.	Re imbusement of Spectacle expenses	Rs. 500/-
8.	O.A.P per month (Old age pension)	Rs. 400/-

9.	Subsidy for self employment a) individual subsidy b) For Starting business as a group	Rs. 7500/- Rs. 10,000/- (individual) or Rs.1,25,000/- for group
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The registered Members of the Narikoravar welfare board have to submit the filled application all the relevant documents to the District Backward Classes and Minorities Welfare Officers concerned for getting the above benefits.

Vanniyar Public Properties Welfare Board:

Vanniyar Public Properties Welfare Board was constituted so as to identify the Vanniyar public properties bequeathed for the benefits of the Vanniyar Community and to carryout the objectives of such public trusts, consolidate the trust properties and channalise the benefits of the public trust to the appropriate section of the community.

Contact address for further details

The Special Officer,
Vanniyar Public Properties Welfare Board.
4th Floor, L.L.A. Buildings,
735, Anna Salai, Chennai-600002.

Phone: 044-28414383

GRANT –CUM –LOAN SCHEME FOR SMALL AND MEDIUM FARMERS:

For the upliftment of the small and marginal farmers of BC, MBC / DNC Communities, the Government have introduced a grant – cum - loan scheme to for creating irrigation sources.

- Eligibility ▶▶: Small and Marginal farmers.
- Total Amount ▶▶: Total amount up to Rs. 1 lakh with a subsidy portion of Rs. 50,000 (or) 50% of the total cost whichever is less
- Agency ▶▶: Loan will be sanctioned through the Tamil Nadu Backward Classes Economic Development Corporation, Co-operative Banks and Nationalized Banks

Contact Officials ▶▶: District Collector / District Backward classes and Minorities Welfare Officer of the District concerned

POLICY ON RESERVATION

The Tamilnadu Government is the forerunner in introducing the policy of reservation in admission to educational institutions and appointment in the Public Services to the BCs, SCs and STs as early in the year 1921.

The Government of Tamil Nadu is adopting 69% reservation policy as detailed below:-

BC (excluding the Backward Classes Muslims) --	26.5%
Backward Class Muslims	-- 3.5%
MBC/DNC	-- 20%
SC	-- 18%
ST	-- 1%
Total	-- 69%

Powers and duties of officers / employees under section 4(1)(b)(ii) of Right Information Act, 2005

DUTIES AND RESPONSIBILITIES OF THE HEAD OF THE DEPARTMENT

The Commissioner of Backward Classes and Commissioner of Most Backward Classes are State touring officers and being the Heads of Departments shall exercise all the financial powers of an Head of Department in respect of all matters including T.N. Financial Code, F.R. M.T.A rules, etc

The Commissioners are responsible for the successful implementation of all the welfare schemes meant for the BCs, MBCs, DNCs in the state and are expected to carry out the following important items of work.

- i. Monitoring the implementation of various ongoing welfare schemes by the DBCMWOs / DRO(KR) Madurai and formulation of new schemes.
- ii. Evaluation of the Welfare schemes for suggesting the continuance or discontinuance of the various schemes.
- iii. Formulation of Budget / Control of Expenditure etc.,
- iv. Control of District Administration including review of maintenance of Government Hostels, Kallar Reclamation Schools etc.,
- v. Associating with the various Corporations and commissions functioning for the Welfare of BCs/ MBCs /DNCs / and to report to Government on their activities.

The Commissioner of BC also functions as

- (i) The Managing Director of TABCEDCO
- (ii) Member-Secretary of the State Minorities commission

The Commissioner of MBC also functions as

- (i) Member-Secretary of the Backward Classes commission

The CBC and CMBC&DNC., function under the administrative control of the Secretary to Government, BC,MBC&MW,Chennai-9 and execute the policies of the Government.

DIRECTORATE OF BACKWARD CLASSES WELFARE

A. Duties/responsibilities of Personal Assistant to Commissioner of Backward Classes Welfare

1. Office Administration

2. Office Procedures
3. Administration of BC Hostels
4. Administration of BC Hostels Staff
5. Free Supply to Hostel Students
 - a) Uniforms
 - b) Guides
6. Construction/ Opening of BC Hostels
7. Maintenance of Hostels
8. Boarding Grants to subsidised private hostels
9. Periodical reports on the above subjects.

The above duties and responsibilities of PA to CBC is done by A and B Sections.

A. Section

(1) Tapal.

- Distribution of Tapals
- Despatch of Tapals
- Maintenance of registers relating to distribution and dispatch of tapals
- Maintenance of other registers like CM Cell, Dy. CM Cell, MLA/MP/LAQ.

(2) Office Establishment.

- Appointment and transfers for BC, MBC & DNC, and Minorities Departments
- Maintenance of Service Registers
- Promotion for BC, MBC & DNC, and Minorities Departments
- Pay fixation and increments for BC Dept staffs
- Disciplinary action
- Retirement and Settlement of Retirement benefits

- Loans and advances, LTC, Leave Sanction, etc

(3) Records.

- Supply of Stationery
- Maintenance of Computers, Printers, Fax-cum-copier, Telephone, Xerox, Staff Car, Furniture, Building maintenance
- Issue of Library books and all Office records
- Settlement of claims

(4) District Backward Classes and Minority Welfare Offices.

- New post sanction and Continuance of temporary posts in DBC&MW Offices
- Allegation petitions on DBCWOs and other District Office staff
- Purchase of Jeep to districts and Fuel allotment to District office vehicle
- CM Cell Petitions
- Tour diary of DBCWOs
- Right Information Act, 2005
- Details on Retirement of DBCWOs

B. Section.

- Administration of BC Hostels
- Administration of BC Hostels Staff
- Free Supply of followings to Hostel Students
 - Uniform Cloths
 - Special Guides
- Opening / Construction of BC Hostels
- Maintenance of Hostels
- Boarding Grants to subsidized Pvt. Hostels
- Periodical reports on the above subjects.

B. Duties/responsibilities of Accounts Officer

1. Preparation of BE / RE / FMA / FMP
2. Settlement of AG's / IAP Audit Objections
3. Pay bill & all other bills relating to the staff of Directorate
4. Maintaining of Directorate Accounts
5. Preparation of Policy Note /Performance Budget / Citizens' Charter
6. PAC / Assurance Committee reports
7. Sanction of GPF Adv. (Temp Adv./Part Final Adv.) to Directorate staff
8. Monthly Plan and Non Plan Expenditure Review
9. Reconciliation of Directorate Accounts
10. Reconciliation of Accounts of the District Backward Classes & Minorities Welfare Offices
11. Periodical reports on the above subjects.
12. Sanction of Bills pertaining to various schemes including Part II schemes where centralized purchase are made by the Directorate

The above duties & responsibilities of AO is done by E Section

E. Section

1. Preparation of BE / RE / FMA / FMP
2. Settlement of AG's / IAP Audit Objections
3. Pay bill & all other bills relating to the staff of Directorate
4. Maintaining of Directorate Accounts
5. Preparation of Policy Note /Performance Budget / Citizens' Charter
6. PAC / Assurance Committee reports
7. Sanction of GPF Adv. (Perm Adv./Part Final Adv.) to Directorate staff
8. Monthly Plan Expenditure Review

9. Reconciliation of Directorate Accounts
10. Reconciliation of Accounts of the District Backward Classes & Minorities Welfare Offices with AG's Accounts.

11. Periodical reports on the above subjects.

Internal Audit Party

Internal auditing of the Office of the DBC&MWOs and Joint Director (Kallar Reclamation), Madurai and Kallar Reclamation Schools

C. Duties/responsibilities of Special Officer (Planning)

1. Administration of 30% rule of reservation for BCs
2. Annual Plan / Five Year Plans
3. Part II Schemes
4. Policy Matters relating to Scholarship Schemes
5. Watching of Loan Scholarship Demand Collection Balance.
6. Watching of DCB in respect of recovery of Scholarships
7. Collection / Compilation of Statistical Data
8. TABCEDCI
9. State Minorities Commission
10. Backward Classes Commission
11. JOT Schemes
12. LA and Provision of infrastructure facilities to habitations.
13. Award of Prizes to meritorious students
 - a. State Level / District Level Prizes
 - b. Perarignar Anna Memorial Awards
 - c. Thanthai Periyar Memorial Awards
 - d. Financial Assistance to Meritorious students

14. Training to Law Graduates
15. Fixing of Physical & Financial Targets
16. Periodical reports on the above subjects.
17. Free supply of Bi-cycles to +1, +2 Girl Students
18. Free supply of Sewing Machines

The above duties & responsibilities of Special Officer (P) is done by C & D Section

C Section

1. Annual Plan / Five Year Plans
2. Part II Schemes
3. All JOT Schemes
4. LA & Provision of Infrastructure facilities to habitations
5. Training to Law Graduates
6. Fixing of Physical and Financial Targets
7. Periodical subjects on the above subjects
8. Annual Administration Report.

D Section

1. Administration of 30% Rule of Reservation for BCs
2. Policy matters relating to various Scholarship schemes
3. Watching of Loans Scholarship Demand Collection Balance
4. Watching of DCB in respect of recovery of Scholarship
5. TABCEDCO
6. State Minorities Commission
7. Tamil Nadu Backward Classes Commission
8. TAMCO
9. Award of Prizes to meritorious students
 - a. State Level / District Level Prizes

- b. Perarignar Anna Memorial Awards
 - c. Thanthai Periyar Memorial Awards
 - d. Financial Assistance to Meritorious students
10. Supply of free Bi-cycles to +1 Boy / Girl Students
11. Supply of free Sewing Machines

**DIRECTORATE OF MOST BACKWARD CLASSES & DENOTIFIED
COMMUNITIES WELFARE**

**Duties/responsibilities of Personal Assistant to Commissioner of Most Backward
Classes and Denotified Communities Welfare**

1. Office Administration
2. Office Procedures
3. Administration of MBC / DNC Hostels / KR Schools
4. Administration of MBC / DNC Hostels Staff / KR Schools Staff
5. Free Supply of Uniforms to Hostel Boarders / Students in KR Schools
6. Administration of 20% reservation for MBCs/DNCs
7. Policy Matters relating to Scholarship Schemes
8. Supply of Free Text Books/Guides to Hostel Students / KR School Students
9. Provision of Free House sites to MBCs /DNCs and infrastructural facilities to the habitations.
10. Incentive to MBC /DNC Rural Girl Students
11. Part II Schemes / Annual Plan
12. J.O.T Schemes
13. Periodical reports / review on the above schemes.
14. Monitoring the Narikuravar Welfare Board and implementation of its schemes
15. Monitoring the DNC Welfare Board and implementation of its schemes

16. Supply of Free tools like Iron Boxes, Sewing Machines

A. Section

(1) Tapal.

Distribution of Tapals and Maintenance of related registers including CM Cell, MLA/MP/LAQ.

(2) Despatch.

Despatching of Tapals and maintenance of all related registers.

(3) Office Establishment.

Maintenance of Service Registers, Pay fixation, Disciplinary action, Retirement, Settlement of Retirement benefits, Loans and advances, LTC, Leave Sanction, Disciplinary cases, Scrutiny & Recommendation of compassionate appointment in respect of Hostels / Schools under JD (KR) Madurai and MBC/DNC Hostels in all Districts, Court cases relating to O/o. JD (KR) Madurai, Long Pending Review etc.

(4) Supply of free tools and Maintenance of records.

Supply of Sewing Machines, Iron Boxes, Supply of Stationery, Supply of stamps Settlement of claims and maintenance of Office Computers, Telephones, Fax, Xerox, Office Car, Furniture, Building maintenance Monitoring of C.M. Cell Petition, LAQ petition and RTI Act, , Issue of Library books and all Office records.

(5) O/o. Joint Director (Kallar Reclamation) Madurai 20.

KR office maintenance, Supply of Jeep, New post sanction to KR office, Continuance of temporary post, Allegation petitions on JD(KR) and other JD(KR) Office staff, Fuel to KR office vehicle, CM Cell Petitions, Tour diary of DBCWOs and JD (KR), Right Information Act, 2005.

B. Section

Part II schemes relating to KR Schools

Kallar Reclamation Schools Establishment and Maintenance .

Appointment of Teachers in KR Schools.

Court Cases relating to KR Schools

C.Section

1. Administration of MBC/DNC/KR Hostels
2. Administration of MBC/DNC/KR Hostels Staff
3. Free Supply of followings to Hostel/KR School Students
 - a) Uniform Cloths
 - b) Special Guides
4. Opening / Construction of MBC/DNC/KR Hostels
5. Maintenance of MBC/DNC/KR Hostels
6. Boarding Grants to subsidized Private Hostels
7. Periodical reports on the above subjects.
8. Court Cases relating to MBC/DNC/KR Hostels
9. Government of India Scholarship(Centrally Sponsored Scheme)

D.Section

- 1.All Job Oriented Schemes.
2. Rural Girls Incentive Schemes
3. Scholarship sanction including GOI scholarship
4. . Rule of Reservation
5. TABCEDCO

F Section

1. Matter relates to Land Acquisition and Infrastructure facilities.
2. Court Cases relating to Land Acquisition.

3. AG Objections relating to Land Acquisition.
4. Welfare of Narikuravars - Narikuravar Board
5. Welfare of DNC – DNC Board
6. Supply of Free Bicycles

Duties/responsibilities of Chief Accounts officer

1. Preparation of BE/RE/FMA/FMP
2. Settlement of AG's / IAP Audit Objections
3. Preparation of Policy Note / Performance Budget / Citizens Charter.
4. Formulation of schemes under Part II Schemes
5. Evaluation of schemes
6. PAC / Assurance Committee reports
7. Plan / Non Plan Expenditure Review
8. Reconciliation of Directorate Accounts
9. Reconciliation of Accounts of the District Backward Classes & Minorities Welfare Offices.
10. Periodical reports on the above subjects.
11. JOT schemes
12. Preparation of Annual Plan / Five year Annual Plan
13. DBC&MWOs and DRO(KR) Review meeting

Duties/responsibilities of Accounts officer

1. Pay bill & all other bills relating to the staff of Directorate
2. Maintaining of Directorate Accounts
3. Sanction of GPF Adv. (Temporary Adv. / Part Final Adv.) to
Directorate staff

4. Sanction of Bills pertaining to all schemes

E Section

1. Preparation of BE/RE/FMA/FMP
2. Settlement of AG's / IAP Audit Objections
3. Pay bill & all other bills relating to the staff of Directorate
4. Maintaining of Directorate Accounts
5. Preparation of Policy Note / Performance Budget / Citizens Charter.
6. PAC / Assurance Committee reports
7. Sanction of GPF Adv. (Temporary Adv. / Part Final Adv.) to
Directorate staff
8. Plan / Non Plan Expenditure Review
9. Reconciliation of Directorate Accounts
10. Reconciliation of Accounts of the District Backward Classes & Minorities Welfare Offices.
11. Periodical reports on the above subjects.
12. Sanction of Bills pertaining to all schemes
13. Preparation of Annual Plan / Five year Annual Plan
14. Part II schemes
15. DBC&MWOs and JD (KR) Review meeting

The procedure followed in the decision making process under section 4(1)(b)(iii) of Right Information Act, 2005

The department follows the procedure laid down in the Government Order, The provisions contained in Tamil Nadu Financial Code, Tamil Nadu State and

Subordinate Service Rules, Tamil Nadu Backward Classes Sub-ordinate Services Rules, Tamil Nadu Leave Rule and Department Manual Rules, etc.

Decisions are taken based on the merits of the issues, relative priorities and availability of funds etc. in accordance with the documented procedures / laid down procedures / defined criteria / rules detailed above.

The process of examination is initiated by the Junior Assistants / Assistants passed through Superintendents, Personal Assistant / Accounts Officer / Special Officer to the Commissioner / Director. The Department is implementing the policy of the Government as per orders of the Government.

If a reply is required to be made on any representations, the decisions are communicated to the petitioner.

The norms set by it, for the discharge of its functions under section 4(1)(b)(iv) of Right Information Act, 2005

For the discharge of functions allocated to the Backward Classes Welfare, Most Backward Classes and Denotified Communities Welfare, the provisions contained in the Government Order issued then and there are followed. The day to day administrative functioning is governed, by various set of Acts and Rules and instructions issued by the Government from time to time, some of the commonly Acts / Rules / Manuals are as follows :

- i) Department Manual,
- ii) The Tamil Nadu Services Manual,
- iii) The Tamil Nadu Government Servant Conduct Rules, 1973,

- iv) The Tamil Nadu State and Subordinate Services,
- v) The Tamil Nadu Backward Classes Subordinate Services,
- vi) The Tamil Nadu Tender Transparency Act 1998,
- vii) The Tamil Nadu Tender Transparency Rules 2000
- viii) The Tamil Nadu Higher Secondary Service Rules
- ix) Fundamental Rules etc.

Rules, Regulations, Instructions, Manuals and Records for discharging functions under section 4(1)(b)(v) of Right Information Act, 2005

1. The business in the department is carried out with reference to the provisions contained in the following Rules and Regulations and Manuals.

- i) Tamil Nadu Budget Manual
- ii) Tamil Nadu State and Subordinate Service Rules
- iii) Tamil Nadu Backward Classes Subordinate Service Rules
- iv) Tamil Nadu Higher Secondary School Service Rules
- v) Tamil Nadu Civil Services (Discipline and Appeal) Rules
- vi) Tamil Nadu Government Servants Conduct Rules, 1973
- vii) Tamil Nadu Pension Rules
- viii) Fundamental Rules
- ix) Tamil Nadu Financial Code
- x) Tamil Nadu Account Code
- xi) Tamil Nadu Treasury Code
- xii) Tamil Nadu Tender Transparency Act 1998.
- xiii) Tamil Nadu Tender Transparency Rules 2000.
- xiv) The Tamil Nadu Land Acquisition Act, 1978
- xv) Guidelines issued by the Government of India.

2. The details of the above listed Rules, Manuals and Acts are furnished below:-

S. No	Name of the Manual	Type of the document
1	The Tamil Nadu Budget Manual	This manual contains the rules framed by the Finance Department for the guidance of estimating officers and departments of Secretariat in regard to the budget procedure in general and to the preparation and examination of the annual budget estimates and the subsequent control over expenditure in particular to ensure that it is kept within the authorised grants or appropriation.
2	Tamil Nadu State and Subordinate Service Rules.	The rules are made under the provision to article 309 of the Constitution of India governing the service conditions of members of State and Subordinate Services.
3	Tamil Nadu BC Subordinate Service Rules	The Special Rules contains the Service Rules of various categories of posts in hostels and schools functioning under the control of BC & MBC Department
4	Tamil Nadu Higher Secondary School Service Rules	These Special Rules contains the service rules of various categories of posts in Kallar Reclamation Higher Secondary schools functioning under the control of DRO (KR) Madurai of MBC Department.
5	Tamil Nadu Civil Services (Discipline and Appeal) Rules.	The rules are made under the proviso to article 309 of the Constitution of India in relation to the discipline, penalty and appeal against penalty imposed on the members of civil service of the State.
6	Tamil Nadu Government Servants Conduct Rules.	The rules are made under the proviso to article 309 of Constitution of India in relation to the conduct of the members of civil service of the State in the performance of the duty with integrity and devotion to duty.
7	Tamil Nadu Pension	The rules are made in relation to the pensionary

	Rules.	benefits to the members of civil service of the State.
8	Fundamental Rules.	The rules are made under the proviso to article 309 of Constitution of India in relation to the pay, allowances, leave joining time, foreign service etc. of the members of civil service of the State.
9	Tamil Nadu Financial Code.	The code is published by the Finance Department outlining discipline to be followed in incurring expenditure and procedures to be followed and delegation of powers.
10	Tamil Nadu Account Code.	The code published by the Finance Department outlines the accounting procedures to be followed by various departments while regulating expenditures.
11	Tamil Nadu Treasury Code.	The code published by Finance department outlines the procedures to be followed in regard to preparation of bills and presentation to treasury for payment and accounting procedures incidental thereto.
12	Tamil Nadu Tender Transparency Act 1998	This Act and Rules contains the procedure for calling tender for purchases to be made by various Departments. This is published by Finance Department.
13	Tamil Nadu Tender Transparency Rules 2000	
14	Tamil Nadu Land Acquisition Act, 1978	The Act contains the procedure for acquisition of lands for construction of houses, schools etc. for the welfare of SC/STs of this State.
15	Guidelines issued by the Government of India.	The Government of India issued guidelines for grant of aid to this State for the welfare of SC/STs. such as Scholarships, Special Central Assistance to Special Component Plan, Grants under Article 275 (i) of Constitution of India.

A statement of categories of documents that are held by it for its control

under section 4(1)(b)(vi) of Right to Information Act, 2005

Sl.No.	Category of the document	Name of the document and its introduction in one line	Procedure to obtain the document	Held by / under control of
1.	Policy Note	Contains the Policy pronouncements of the Department for the concerned year.	Application to PIO	PIO
2.	Performance Budget	Contains the schemes implemented related to previous years.	Application to PIO	PIO
3.	Guidelines	The Government of Indias guidelines for the grant of Scholarship, Special Central Assistance to Scholarships, etc.	Application to PIO	PIO
4.	Important G.Os	Issued by the BC, MBC & MW Department from time to time	Application to PIO	PIO
5	Citizen Charter	Contains the details of the schemes implemented by the Department	Application to PIO	PIO

Particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof under Section 4(1)(b)(vii) of Right to Information Act, 2005

At present there is no formal mechanism to seek consultation / participation of public in formulation of policies of this Department. However, their participation is there in certain committees constituted by this Department. The suggestions and views on policy matters and programmes received from the public/Non-Governmental Organisations are given due weightage by this department in formulating policies and programmes. The recommendations/observations made by the Public Accounts Committee/Public Undertakings Committee/Assurance Committee/Petitions Committee, etc. of the Legislative Assembly are also acted upon by this Department.

A statement of the Boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those Boards, Councils, Committees and other bodies are open to the public, or the minutes of such meetings are accessible for public under section 4(1) (b)(viii) of Right to information Act, 2005

1. State Level / District Level Committees for verification of Community

Certificates:

i) Purpose:

To verify the genuineness of the Community Certificates issued to BCs/MBCs/DNCs

(ii) Details of members:

(a) State Level Scrutiny Committee:

1. Secretary to Government

Chairman

Backward Classes, Most Backward Classes
& Minorities Welfare Department,

- | | |
|---|------------------|
| 2. The Commissioner Backward Classes | Member-Secretary |
| 3. The Commissioner of Most Backward Classes and Denotified Communities | Member |
| 4. Anthropologist | Member |

(b) District Level Vigilance Committee:

- | | |
|---|------------------|
| 1. District Collector | Chairman |
| 2. Anthropologist | Member |
| 3. District Backward Classes & Minorities Welfare Officer | Member-Secretary |

The Selection Committee for Selection of Warden / Matron

- | | |
|--|----------|
| i. District Collector or his nominee | Chairman |
| ii. District Backward Classes and Minorities Welfare Officer | Member |
| iii. Chief Educational Officer | Member |

Selection Committee for selecting state level cash award for Best Warden/Matron

- | | | |
|-----------------------|---|----------|
| PA to DBC | - | Chariman |
| PA to DMBC&DNCW | - | Member |
| SO (P) O/o the DBC&MW | - | Member |

Selection Committee for selection of Boarders.

Official Members

- | | | |
|-------------|---|----------|
| - DBC & MWO | - | Chairman |
|-------------|---|----------|

- Principal /Vice Principal/HM. - Member

Non-Official Members

- Concerned MLA/ if he happens to be a Minister, a representative nominated by him
- Parent / Teacher representatives
 - a. Parents –2
 - b. Teachers –2
- Local Body Members (as the case may be)
 - a. Panchayat Union Chairman
 - b. Town Panchayat President
 - c. Village Panchayat President

Two representatives from the local area of the hostels who are interested in social services

Constitution of Hostel Management Committee

- | | |
|---|----------------------|
| a) The Sub-Collector/R.D.O of the of the division. | Chairman |
| b) The P.A. to Sub-Collector/ R.D.O. concerned | Member/
Organiser |
| c) Principal/Vice Principal – HeadMaster/Asst.H.M | Member |
| d) Four representatives of Parent- Teachers Association
2 Teachers & 2 Parents | Members
(four) |
| e) Hostel Warden/Matron. | Member |

Reservation Monitoring Committee

To watch and ensure proper implementation of reservation policy/procedure of the Tamil Nadu Government, the Government have constituted following State Level Monitoring Committee.

- (i) Secretary to Government, Personnel and Administrative Reforms Department.
- (ii) Secretary to Government, Adi-Dravidar and Tribal Welfare Department.
- (iii) Secretary to Government, Backward Classes, Most Backward Classes and Minorities Welfare Department.

DIRECTORY OF OFFICERS

Directory of Officers and Employees under Section 4(1)(b)(ix) of Right to Information Act, 2005

Sl. No	Name and Designation of the officer	Office	Email
1	Thiru P. M. Basheer Ahamed, I.A.S., Commissioner of Backward Classes Welfare Department (FAC) Chennai- 600 005	28511124	dir-bcmw@tn.nic.in
2	Thiru P. Annamalai, I.A.S., Commissioner of Most Backward Classes and Denotified Communities Welfare Department, Chennai- 600 005	28546193	dir-mbc@tn.nic.in
3	Thiru V. Kuppusamy, Chief Accounts Officer Most Backward Classes and Denotified Communities Welfare Department, Chennai- 600 005	28410042 28551442 Ex-202 28544658	dir-mbc@tn.nic.in
4	Thiru K. Ranganathan, Personal Assistant to Commissioner of Backward Classes Welfare Department, Chennai- 600 005	28410042 28551442 Ex-206 28544557	dir-bcmw@tn.nic.in
5	Thiru R. Ganapathy Subramanian Personal Assistant to Commissioner	28410042 28551442	dir-mbc@tn.nic.in

	of Most Backward Classes and Denotified Communities Welfare Department(i/c), Chennai- 600 005	Ex-202 28544658	
6	Thiru K.Ranganathan Special officer (Planning)(i/c), Backward Classes Welfare Department, Chennai- 600 005	28410042 28551442 Ex- 204 28544558	dir-bcmw@tn.nic.in
7	Thiru M. Karunakaran, Accounts Officer, Backward Classes Welfare Department, Chennai- 600 005	28410042 28551442 Ex-208 28544559	dir-bcmw@tn.nic.in
8	Thiru R. Ganapathy Subramanian Accounts Officer , Most Backward Classes and Denotified Communities Welfare Department, Chennai- 600 005	28410042 28551442 Ex-207 28544655	dir-mbc@tn.nic.in
	BC Department	28410042 28551442	
8	Superintendent–A Section	Ex-210	
9	Superintendent–B Section	Ex-211	
10	Superintendent–C Section	Ex-212	
11	Superintendent–D Section	Ex-213	
12	Superintendent–E Section	Ex-214	
13	Superintendent-IAP	Ex-214	
	MBC Department		
14	Superintendent–A Section	Ex-215	
15	Superintendent–B Section	Ex-216	
16	Superintendent–C Section	Ex-203	
17	Superintendent–D Section	Ex-218	
18	Superintendent–E Section	Ex-219	

Monthly remuneration received by each of the officers and employees including the system of compensation as provided in the regulation under section 4(1)(b)(x) of Right to Information Act, 2005

Sl.No	Designation	Scale of pay of each officers / employees
1)	Commissioner of Backward Classes Department	PB4 Rs.37400-67000 + GP10000 (+) Allowances
2)	Commissioner of Most Backward Classes and Denotified Communities	PB4 Rs.37400-67000 + GP10000 (+) Allowances
3)	Chief Accounts Officer (MBC)	PB 3 Rs.15600-39100 +GP 6600 (+) Allowances
4)	Personal Assistant to Commissioner of Backward Classes Welfare	PB 3 Rs.15600-39100 +GP 5400 (+) Allowances
5)	Personal Assistant to Commissioner of Most Backward Classes and Denotified Communities Welfare	PB 3 Rs.15600-39100 +GP 5400 (+) Allowances
6)	Special Officer (Planning) (BC)	PB 3 Rs.15600-39100 +GP 5400 (+) Allowances
7)	Accounts Officer - BC	PB 3 Rs.15600-39100 +GP 5400 (+) Allowances
8)	Accounts Officer - MBC	PB 3 Rs.15600-39100 +GP 5400 (+) Allowances
9)	6 Superintendents of BC Dept.	PB2 Rs.9300-34800 + GP 4800 (+) Allowances
10)	6 Superintendents of MBC Dept	PB2 Rs.9300-34800 + GP 4800 (+) Allowances
11)	Assistants of BC Dept.	PB1 Rs.5200-20200 + GP 2400 (+) Allowances
12)	Assistants of MBC Dept	PB1 Rs.5200-20200 + GP 2400 (+) Allowances
13)	Junior Assistant of BC Dept.	PB1 Rs.5200-20200 + GP 2000 (+) Allowances
14)	Junior Assistant of MBC Dept.	PB1 Rs.5200-20200 + GP 2000 (+) Allowances
15)	Steno Typist Grade I-BC	PB1 Rs.5200-20200 + GP 4400 (+) Allowances
16)	Steno Typist Grade I-MBC	PB1 Rs.5200-20200 + GP 4600 (+) Allowances
17)	Steno Typist Grade III (BC & MBC)	PB1 Rs.5200-20200 + GP 2400 (+) Allowances

18)	Record Clerk (BC & MBC)	PB1A Rs.4800-10000 + GP 1800 (+) Allowances
19)	Driver (BC & MBC)	PB1 Rs.5200-20200 + GP 2000 (+) Allowances
20)	Office Assistant (BC & MBC)	PB1A Rs.4800-10000 + GP 1650 (+) Allowances

Budget allocation of each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made under section 4(i) (b) (xi) of Right to Information Act, 2005

**DEPARTMENT OF BACKWARD CLASSES AND DEPARTMENT OF MOST BACKWARD CLASSES & DENOTIFIED COMMUNITIES
FINANCIAL PERFORMANCE - PLAN & NON PLAN**

Actuals upto 31.3.2010 (2009-2010)

(Rs. In lakhs)

S.No	Name of the Scheme	Actuals (2009-10) (31.3.2010)		
		BC	MBC/DNC	Total
I. Plan Expenditure				
1	1. Prematric Scholarship	99.46	20.81	120.27
	1.b. Cost of Books, Note Books, Slates etc	16.63	16.93	33.56
2	Postmatric Scholarship	1535.98	812.78	2348.76
3	Free Education (Degree) courses	988.94	593.89	1582.83
4	Free Education (Polytechnic) Diploma courses	496.20	279.59	775.79

5	Free Education (Professional) courses	2273.40	1432.82	3706.22
6	Reimbursement of Tuition fees to English Medium students		163.51	163.51
7	Rural Girl's Incentive Scheme for MBCs/DNCs		600.00	600.00
8	Hostels	2826.59	2366.58	5193.17
9	Boarding Grants	20.62	13.13	33.75
10	Perarignar Anna Memorial Award	23.55	15.10	38.65
11	Educational Assistance for Meritorious students to study in reputed Private Schools	76.75	51.66	128.41
12	Job Oriented Training courses	496.00		496.00
13	Free supply of Bicycles to Girls students studying in Std.XI and XII in Govt./Govt. aided HSS	3292.58	2274.35	5566.93
14	Free supply of Bicycles to Boys students studying in Std.XI and XII in Govt./Govt. aided HSS	2654.29	2049.51	4703.80
15	Distribution of free house sites and Enhanced Compensation for Land Acquisition	180.44	164.34	344.78
16	Infrastructure facilities for house sites	0.00		0.00
17	Construction of hostel buildings	1152.14	771.47	1923.61
18	Free supply of Sewing Machines	39.98	26.62	66.60
19	Distribution of free Iron Boxes		84.98	84.98

20	Directorate Administration	9.50	0.73	10.23
Total (Plan Expenditure)		16183.05	11738.80	27921.85
II. CENTRALLY SPONSORED SCHEMES				
21	Post-Matric Scholarship- for Other BC's(OBC's)	666.00	666.00	1332.00
III. CENTRALLY SHARED SCHEMES				
22	Prematric Scholarship - for Other BCs(OBCs) (GOI-50 : 50)	320.00	320.00	640.00
23	GOI - Construction of Hostels		271.90	271.90
TOTAL FOR CENTRALLY SPONSORED SCHEMES		986.00	1257.90	2243.90
Total (Plan & Government of India Schemes)		17169.05	12996.70	30165.75
IV. NON PLAN SCHEMES				
24	Hostels	2313.15	1905.11	4218.26
25	BC Hostel- Special Maintenance	2.00	-	2.00
26	DNC Schools		3821.05	3821.05
27	Awards of Prizes - General Awards (BR)	8.70	7.89	16.59
28	Thanthai Periyar Memorial Award (BP)	16.15	13.95	30.10
29	Job Oriented Training Courses	20.55	503.62	524.17
30	Thanthai Periyar Memorial Award for Social Justice	1.25	-	1.25

31	Administration- Head Quarter Staff (Voted)	115.40	115.87	231.27
32	Administration- -Dist Staff (Voted)	948.85	41.81	990.66
33	Narikuravar Welfare Board	-	100.00	100.00
	Total FOR NON PLAN SCHEMES	3426.05	6509.30	9935.35
GRAND TOTAL (PLAN, NON PLAN & GOI SCHEMES)		20595.10	19506.00	40101.10

BUDGET ESTIMATE 2010-11 (Rs. In lakhs)

S.No	Name of the Scheme	Budget Estimate 2010-11		
		BC	MBC/DNC	Total
I. Plan Expenditure				
1	Prematric Scholarship	100.00	31.93	131.93
2	Postmatric Scholarship	1350.00	800.00	2150.00
3	Free Education (Degree) courses	1000.00	610.00	1610.00
4	Free Education (Polytechnic) Diploma courses	550.00	317.00	867.00
5	Free Education (Professional) courses	2000.00	1200.00	3200.00
6	Reimbursement of Tuition fees to English Medium students		160.00	160.00
7	Rural Girl's Incentive Scheme for MBC/DNCs		700.00	700.00
8	Educational Assistance for Meritorious students to study in reputed Private Schools	107.52	67.20	174.72
9	Hostels	3454.13	2665.78	6119.91

10	Boarding Grants	22.70	14.00	36.70
11	Perarignar Anna Memorial Award	30.00	30.00	60.00
12	Job Oriented Training Courses	521.00		521.00
13	Free supply of Bicycles to Girls students studying in Std.XI and XII in Govt./Govt. aided HSS	3457.34	2388.47	5845.81
14	Free supply of Bicycles to Boys students studying in Std.XI and XII in Govt./Govt. aided HSS	2785.63	2152.26	4937.89
15	Infrastructure facilities for house sites	0.01		0.01
16	Distribution of free house sites and Enhanced Compensation for Land Acquisition	300.01	225.01	525.02
17	Lands (Charged)	0.01		0.01
18	Construction of hostel buildings	2772.80	2015.20	4788.00
19	Distribution of free Sewing Machines	40.00	26.63	66.63
20	Distribution of free Iron Boxes		85.00	85.00
21	Stipend for Law Graduates	0.01		0.01
22	Directorate Administration	59.00	0.73	59.73
23	Grant-cum-Loan Scheme for Small and Marginal Farmers of BC/MBC/DNC through TABCEDCO	0.01		0.01
24	Vanniyar Public Properties Welfare Board		10.00	10.00
Total (Plan Expenditure)		18550.17	13499.21	32049.38
II. CENTRALLY SPONSORED SCHEMES				
25	Post-Matric Scholarship- for Other BC's(OBC's)	700.00	680.00	1380.00
III. CENTRALLY SHARED SCHEMES				

26	Prematric Scholarship - for Other BCs(OBCs) (GOI-50 : 50)	400.00	500.00	900.00
27	GOI - Construction of Hostels		0.01	0.01
TOTAL FOR CENTRALLY SPONSORED SCHEMES		1100.00	1180.01	2280.01
Total (Plan & Government of India Schemes)		19650.17	14679.22	34329.39
IV. NON PLAN SCHEMES				
28	Hostels	2846.03	1928.48	4774.51
29	BC Hostel- Special Maintenance	0.50		0.50
30	DNC Schools		4538.04	4538.04
31	General Awards (BR)	8.00	8.00	16.00
32	Thanthai Periyar Award (BP)	19.00	15.00	34.00
33	Job Oriented Training Scheme		503.68	503.68
34	Thanthai Periyar Memorial Award	1.25		1.25
35	Administration- Head Quarter Staff (Voted)	194.06	122.27	316.33
36	Administration- Head Quarter Staff (Charged)	0.01		0.01
37	Administration- -Dist Staff (Voted)	1228.82	59.16	1287.98
38	Administration- -Dist Staff(Charged)	0.01		0.01
39	Narikuravar Welfare Board		0.01	0.01
40	DNC Welfare Board		0.01	0.01
41	Share Capital Assistance to TABCEDCO	0.01		0.01
42	Distribution of free house sites - Advertisement		0.10	0.10
43	All India Civil Services Examination Coaching Centre	54.68		54.68
Total FOR NON PLAN SCHEMES		4352.37	7174.75	11527.12

GRAND TOTAL (PLAN, NON PLAN & GOI SCHEMES)	24002.54	21853.97	45856.51
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The manner of execution of subsidy programme, including the amounts allocated and the details of beneficiaries of such programmes under section 4(i) (b) (xii) of Right to Information Act, 2005

Nil

Particulars of recipients of concessions, permits or authorisations granted by it under section 4(i) (b) (xiii) of Right to Information Act, 2005

No concession or permit or authorisation has been granted to the individuals or firms or companies in the Department.

Details in respect of the information available to or held by it, reduced in an electronic form under section 4(i)(b) (xiv) of Right to Information Act, 2005

The Public can obtain information about the functioning of the Departments in the following web sites.

i) Web site of Backward Classes Welfare Department

www.tn.gov.in/bcmbcmw

ii) Web site of Most Backward Classes and Denotified Communities Welfare Department

www.tn.gov.in/bcmbcmw

2) Important G.Os. and Policy Note of BC,MBC&MW Department are available at

www.tn.gov.in

Particulars of facilities available to citizens for obtaining information under section 4(1) (b) (xv) of Right to Information Act, 2005

The public are posted with information through Notice Board, Newspapers, Web site, Exhibitions and other means of advertising.

Name and Designation and other particulars of Public Information Officers under section 4(i)(b) (xvi) Right to Information Act, 2005

BC

Public Information Officer:

Name	Thiru K.Ranganathan,
Designation	Personal Assistant to Commissioner of Backward Classes
Phone No	044 - 28544558
Fax	28552642
Email	dir-bcmw@tn.nic.in
Address	Personal Assistant O/o.Commissioner of Backward Classes, Ezhilagam Annexe Building, 2 nd Floor, Chepauk, Chennai-5.

Name	Thiru K.Ranganathan,
Designation	Special Officer (Planning) (i/c)
Phone No	044 - 28544557
Fax	28552642
Email	dir-bcmw@tn.nic.in
Address	Special Officer (Planning) O/o.Commissioner of Backward Classes,

	Ezhilagam Annexe Building, 2 nd Floor, Chepauk, Chennai-5.
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Name	Thiru M. Karunakaran,
Designation	Accounts Officer
Phone No	044 - 28544559
Fax	28552642
Email	dir-bcmw@tn.nic.in
Address	Accounts Officer O/o.Commissioner of Backward Classes, Ezhilagam Annexe Building, 2 nd Floor, Chepauk, Chennai-5.

Department Appellate Authority

Name	Thiru P. M. Basheer Ahamed, I.A.S.,
Designation	Commissioner
Phone No	044 - 28511124
Fax	28552642
Email	dir-bcmw@tn.nic.in
Address	Commissioner, Department of Backward Classes (FAC), Ezhilagam Annexe Building, 2 nd Floor, Chepauk, Chennai-5.

MBC

Public Information Officer:

Name	Thiru R. Ganapathy Subbramanian,
Designation	Personal Assistant to Commissioner of Backward Classes (i/c)
Phone No	044 -28544658
Fax	044 - 28592993

Email	dir-bcmw@tn.nic.in
Address	Personal Assistant O/o.Commissioner of Most Backward Classes and Denotified Communities, Ezhilagam Annexe Building, 2 nd Floor, Chepauk, Chennai-5.

Public Information Officer:

Name	Thiru R. Ganapathy Subbramanian,
Designation	Accounts Officer
Phone No	044 - 28544655
Fax	044 - 28592993
Email	dir-bcmw@tn.nic.in
Address	Accounts Officer, O/o.Commissioner of Most Backward Classes and Denotified Communities, Ezhilagam Annexe Building, 2 nd Floor, Chepauk, Chennai-5.

Department Appellate Authority

Name	Thiru P.Annamalai, I.A.S.,
Designation	Commissioner
Phone No	044 - 28546193
Fax	044 - 28592993
Email	dir-bcmw@tn.nic.in
Address	Commissioner, Department of Most Backward Classes and Denotified Communities, Ezhilagam Annexe Building, 2 nd Floor, Chepauk, Chennai-5.