

GOVERNMENT OF TAMILNADU

HIGHWAYS DEPARTMENT

Chapter –1

INTRODUCTION

1.1. The Right to Information Bill, 2005 as passed by both Houses of Parliament received the assent of the President on 15th June,2005. The Right to Information Act, 2005(No.22 of 2005) was also published in the Gazette of India on 21st June,2005. The Act is intended to provide basis for a practical regime for right to information under the control of public authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of Central Information Commission and for matters connected therewith.

1.1.1. The Government of Tamil Nadu have initiated steps under the Act and have in G.O, Ms. No. 988 Public(Estt.1 &Leg), dated 7th October 2005 have constituted the Tamil Nadu Information Commission and in notification issued in G.O.M s No. 989 Public(Estt1&Leg) Department , have notified the Tamil Nadu Right to Information (Fees) Rules,2005.

1.1.2. The section 4(1) (b) of the Act requires publication of information covering sixteen areas in relation to the functioning of the Department under the Public Authority. This hand book is aimed to fulfill the requirement in relation to the functions under the control of the Secretary to Government, Highways Department, Tamil Nadu.

1.1.3. The objective of this hand book is to enlighten the public and road users about the activities and functioning of the State Highways Department which is in charge of formation, improvement, up gradation and maintenance of roads and construction and maintenance of bridges for free flow of traffic and effective communication.

1.2. The public, all the road users, the contracting industry and persons interested in the matters connected therewith will be served by this hand book.

1.3. The information in the hand book is organized detailing the works carried under various functional jurisdictions under the control of the State Highways Department.

1.4. In case, additional and more information are required by any body or person/ persons on topics covered in the hand book as well as related topics, Public Information Officers viz Under secretary (R I) to Government, Highways Department, Secretariat, Chennai-9, can be contacted. His/Her telephone Number is 25665852.

1.5. The fee structure for getting informations which are not available in this hand book will be governed by the Tamil Nadu Right to Information (Fees) Rules, 2005.

1.6 The Appellate Authority under section 19(1) of the Act is the Additional Secretary (R) to Government, Highways Department, Secretariat, Chennai-9. His telephone Numbers are 25678135 & 25665323.

Chapter –2

Particulars of Organisation, Function and Duties

2.1. Development of infrastructure leads to economic growth of a region and better living conditions of the people. The development of road infrastructure in particular will accelerate the growth in other planned developmental activities such as industry, power, road transport and also helps in social activities of education and health. The activities in Tamil Nadu are predominantly rural oriented. Development of a good road network acts as a catalyst for economic development of the rural population of the State, population distribution, shape of cities and towns, environmental quality, energy consumption, and above all quality of life. The Government of Tamil Nadu fully seized of the situation that roads are not mere connecting links but an essential requirement, has embarked on a massive programme to upgrade the quality of road infrastructure.

2.2 The Government of Tamil Nadu has the unique distinction of creating a separate Highways Department as early as 1946 exclusively to attend to "Roads and Bridges" in the State. It was a part of the Public Works Department earlier but is now a separate department with seven Chief Engineers and other engineers and administrative Staffs. A separate Highways Department was formed in the Secretariat under the Secretary to Government, Highways Department in 1996. The objectives of the department are to maintain and improve the roads under the control of the Government and to provide all weather road connectivity to rural habitations. Tamil Nadu was the fore runner in bringing out a standard specification for roads and bridges in the year 1954.

2.3 The Mission of the department is " To provide a safe, efficient and environmental friendly road network, that contributes to the sustainable economic development and social well being of the state"

2.4 The Vision of the department is " To be customer focused, applying innovation, best practices appropriate technology and responsible management of internal and external resources"

2.5 The following are the subjects dealt with by this Department:-

State Subjects:

Bridges on Canal Banks and tank bunds rope way and others.

Communications, namely, roads, bridges and other means of communication excepting Highways declared by or under law made by Parliament to be National Highways.

Criminal Appeals:

Public services - Statutory Rules of the service with which this Department is concerned -
Revision of and amendments to these rules.

Roads including National Highways Urban Links

Sanction of prosecution of Government Servants

Shipping corporations.

Tamil Nadu Maritime Board.

Tamil Nadu State Construction Corporation Limited

Taxes on boats

Works and Buildings under the administrative control of the Highways and National Highways Departments. Works and buildings under the administrative control of Tamil Nadu Maritime Board.

Concurrent subjects

Level crossing across Railway lines and over Bridges.

Forts other than those declared by or under law made by parliament or existing law to be major ports,

Union subjects

Chennai and Tuticorin Port Trust

Light Houses including light ships, beacons and other provision for the safety of shipping and air craft.

Major ports.

Maritime Shipping and navigation including shipping and navigation on tidal waters.

National Highways

Provision of education and training for the mercantile marine and regulation of such education and training provided by State and other agencies.

Sethusamudram ship canal project.

Terminal Taxes on goods or passengers in or in the possession of Union

2.6 The Secretary to Government, Highways Department is the official head of the Highways department in the Secretariat. He is responsible for the careful observance of the Business Rules and the Secretariat Instructions in the transaction of business of the department. He takes efficient steps for the prompt dispatch of business in the department. The Secretary is assisted by 2 Additional Secretaries, 4 Under Secretaries and other staff.

2.7. The Secretariat functions generally as the policy making institution in relation to the plans and programme for development, maintenance of roads and bridges and upkeep of road assets. The responsibility for executing the policy is vested with the Chief Engineers of various functional wings, who are the Heads of the Departments. These Chief Engineers function under the direct administrative control of the Secretary. The distribution of subjects among the Chief Engineers as per recent orders of the Government is as follows :-

a) Chief Engineer (General)

- Establishment matters of all staff in Highways Department
- Budget of Highways Department (all wings)
- Maintenance of State Highways, Major District roads and Other district roads)
- Implementation of Part II Schemes
- Flood and Calamity Relief Works, Tsunami Relief works.
- Comprehensive Road Infrastructure Development Programme.
- Chennai Metropolitan Development Programme (Road works)
- Public Private Partnership Projects and
- Any other matter which Government may entrust from time to time.

b) Chief Engineer (National Highways)

- National Highways original works and maintenance of roads and bridges on National Highways.
- Revamped Central Road Fund Works.
- Hill Area Development Programme.
- Western Ghat Development Programme.
- Tribal area Development Programme.
- Bharat Nirman.
- Economic and Interstate Importance Programme.
- All other centrally sponsored schemes and
- Tamil Nadu Urban Development Project -III

c) Chief Engineer(Nabard and Rural Roads)

- Roads and Minor bridge works with Nabard assistance.
- Improvement and maintenance of Panchayat and Panchayat Union roads taken up with NABARD assistance.
- Tsunami Relief works with the assistance of Asian Development Bank.

d) Chief Engineer (Project)

- Major Bridge works under State fund and under NABARD assistance.
- Sugarcane Road Development Programme
- Bridge/Grade separator works under Chennai Metropolitan Development Programme.
- Road Over and Under Bridge works under Railway works Programme.
- Radial roads scheme.
-

e) Chief Engineer (Designs and Investigation)

- Carrying out investigation for new bridges/roads.
- Preparation of Structural drawing and estimates for bridge works costing Rs. 2 crores and above.
- Any other matter which Government may entrusts from time to time.

f) Director,Highways Research Station.

- Matters relating to Research activities in Highways Research Station.
- Quality Control activities.
- Setting up regional laboratories and
- Road safety and transport development
- Any other matter which Government may entrust from time to time.

g) Chief Engineer (Tamil Nadu Road Sector Project)

- Works under Tamil Nadu Road Sector Project
- Enhanced Maintenance works under Tamil Nadu Roads Sector Project.
- BOT Schemes under Tamil Nadu Road Sector Project.
- Bridge works with World Bank assistance.
- Strengthening the organization set up and implementation of action plans.

2.8 The main activities/ functions of the Department are construction, improvements, renewal and maintenance of road network and infrastructure. The road network includes Causeways, Culverts, Bridges, rail Over Bridges and Road Under Bridges etc., According to traffic intensity, connectivity and importance of the roads, the roads are being classified as National

Highways, State Highways, Major District Roads and Other District Roads. Whenever the traffic intensity increases, necessary steps are taken to reclassify and upgrade such categories of roads to higher categories.

2.9 **National Highways**: These are main highways running through the length and breadth of the country connecting major ports, State capitals, large industrial and tourist centres etc. The responsibility for development and maintenance vest with Government of India (Ministry of Shipping Road Transport and Highways) as per National Highways Act,1956. The State Government performs the functions as agency of Government of India.

While the traffic on National Highways has been growing due to growth of industrialisation in the country, the Government of India are also taking action utilising latest technologies and improved management techniques to provide smooth traffic movement by way of widening roads, providing grade separators, construction of bypasses, bridges, railroad crossings etc through N.H.A.I. The Government of Tamil Nadu are providing support to NHAI , and assisting in pre-construction activities such as Land Acquisition , shifting of utilities etc., for four laning or six laning of National Highways wherever possible. The endeavour of Government of Tamil Nadu is to accelerate the growth trend of the National Highways network in Tamil Nadu.

2.10.**State Highways**: These are arterial routes of a State, linking district headquarters and important cities /towns in the State and connecting them with National Highways or Highways of the neighbouring States.

2.11 **Major District Roads**: These are important roads within a district serving areas of production and markets and connecting these with each other or with the main Highways.

2.12 **Other District Roads**: These are roads serving rural areas and providing them with outlet to market centres, Taluk headquarters, Block headquarters or other main roads. Apart from Other District Roads, 1746 km of Sugarcane Roads are also providing connectivity especially in rural areas .

2.13 The statistics of various classifications of Government roads in Tamil Nadu as on 31.03.2007 are set out below.

Sl. No.	Classification	Length (Kms)	Maintained by
1	National Highways (NH)	4483	3239 Kms - National Highways Authority of India 1244Km- Chief Engineer N.H., Highways Department , Chennai-5
2	State Highways (SH)	9256	Chief Engineer (General)] Highways Department , Chennai -5
3	Major District Roads (MDR)	9451	Chief Engineer (General)] Highways Department , Chennai -5
4	Other District Roads (ODR) (including 1746 Km sugarcane roads)	38256	Sugar cane roads - Chief Engineer (Projects), Highways Department , Chennai. Other ODRs - Chief Engineer (General), Highways Department , Chennai-5
Total		614446	

2.14. The following are the Budget Allotment made in Tenth Five Year Plan period and expenditure incurred in Annual Plans 2002-03, 2003-04, 2004-05 2005-06 and 2006-2007 of the department:-

Rs in Lakhs

Plan	Approved Outlay	Expenditure
Tenth Five Year Plan 2002-2007	827121.70	570664.18
Annual Plan 2002-03	97678.45	48346.00
Annual Plan 2003-04	97861.19	63370.54
Annual Plan 2004-05	119717.81	106886.15
Annual Plan 2005-06	265340.41	198638.91
Annual Plan 2006-07	246523.84	153422.58

The Budget allotment for 2007-2008 is 395758.37

3.ROADS AND BRIDGE CONSTRUCTION PROGRAMMES

3.1 State Govt Schemes

1. CRIDP (Comprehensive road infrastructure Development Programme)

During 2006-2007, the Government sanctioned road works for an amount of Rs.1077.89 Crores under CRIDP for undertaking widening and strengthening of 6770 Kms of roads and construction of 26 culverts.

Under the CRIDP, 5146 km length of road works including spill over works have been completed upto 31.03.2007 at a total expenditure of Rs.675.86 crores. The balance works will be completed during 2007-2008. A provision of Rs. 370.81 crores has been made for the current year.

2. Part II Scheme

118.11 km length of road works and 9 bridge works at a total cost of Rs.30.10 crores have been sanctioned during 2006-2007..

Under part II Scheme for the year 2007-08, it has been proposed to take up new works to the tune of Rs.10.00 crores. The details are given below:

S.No	Scheme	Bridges		Roads		Total	
		No.	Cost	No.	Cost Rs.	No.	Cost Rs.
1)	State Highways	1	0.40	3	3.40	4	3.80
2)	Major District Roads			2	0.75	2	0.75
3)	Other District Roads			1	1.50	1	1.50
4)	Rehabilitation of distressed bridges	1	3.40			1	3.40
5)	Research & Development					4	0.20

6)	Tools and plant					9	0.35
Total		2	3.80	6	5.65	21	10.00

An allotment of Rs. 54.64 crores has been made in the current year for balance works and new works

19 bridge works and 30 Km of road works have been completed Including spill over works at a cost of Rs. 17.53 crores upto 31.3.2007.

3. Other Special Schemes.

(i) NABARD LOAN ASSISTANCE SCHEME

Since the inception of NABARD assisted programme in 1996, improvements to roads and Constructions /Reconstruction of bridges on Major District Roads/ Other District Roads have been taken up with loan assistance from NABARD under RIDF II to X. From 1996 to 2006, 8668 km length of roads and 510 bridges have been taken up at a cost of Rs.1020.21 Crores. Of this, 7380.74 Km of road works and 492 bridges were completed up to 2005-2006 incurring an expenditure of Rs. 801.46 Crores.

During 2006-2007, the spill over works of 1242.31 Km of roads and Construction of 17 bridges at a cost of Rs.109.61 Crores were taken up for improvements. Out of which 1046 km length of roads and 9 bridges have been completed at a cost of Rs. 83.77 Crores during 2006-2007.

The Government have also sanctioned Rs.83.23 Crores for Construction of 48 Bridges in Delta Districts i.e. Thanjavur, Nagapattinam and Tiruvarur, 7 bridges in other region and strengthening and widening of 139 works in Sugarcane roads of length 417 Km during the years 2003-2006. Of these, 37 bridge works have been completed. Other than those deleted, balance 13 bridges are in progress which will be completed during the year 2007-2008. Further, 127 road works of length of 368.12 Km. have been completed so far. Other than those deleted balance 10 road works of length 46.26 km are in progress which will also be completed during the year 2007-2008. The expenditure for those works during 2006-2007 is Rs.1945.96 lakhs.

During the year 2007-2008, proposal has been sent for NABARD loan assistance for construction of 17 bridges and to improve 2 roads of length 14.40 km costing Rs. 177.62 Crores, which will be entrusted during the year 2007-2008 itself.

(ii) Radial Roads, Ring Roads and By-passes

(a) To improve the connectivity between Madurai city and villages for marketing of agricultural produce, the Government sanctioned improvement of 14 road works with 123 km. at a cost of Rs.70.60 crores, under Madurai Radial Roads Scheme.

. (Vide G.O.(Ms) No 161, Highways (HS2) Department, dated: 11.09.2006.)

Tenders have been called for and works will be taken up this year.

(b) To ease the traffic congestion in and around Tiruppur town the Government sanctioned Rs.70 crores for improving 98.60 km length of 25 road works and 8 bridge works under Tiruppur Infrastructure Development Plan.

(Vide G.O.(Ms)No. 214, Highways (HS2) Department, dated: 11.10.2006).

The works have commenced (except Rail Over Bridges) and are in progress, and will be completed during 2007-08.

(c) The Government has accorded administrative sanction, for formation of By-pass for Thuraiyur Town with a length of 3.60 km at a cost of Rs.3.84 Crores

(Vide G.O.(Ms) No. 208, Highways (HS2) Department, dated: 06.10.2006)

Land Acquisition is in progress and after completion of the same, r work will be taken up for execution.

(iii) Industrial Corridor and Port Connectivity

a) To improve the road connectivity to Industrial parks / clusters, the Government has sanctioned, improvement of 24.60 km of Singaperumalkoil - Sriperumbudur road and 33.40 km of Vandalur-Walajabad road at a total cost of Rs.300 crore

(Vide G.O.(Ms)No. 205, Highways (HW2) Department, dated: 05.10.2006)

Preparation of DPR is in progress after which Land Acquisition will be taken up and on completing Land Acquisition, civil works would start.

b) Government have also sanctioned widening and strengthening of Salem - Cochin road (Avanashi road) in Coimbatore city for a length of 16 km at a total cost of Rs.27 Crores.

(Vide G.O. (Ms) No. 44, Highways (HS2) Department, dated: 21.02.2006)

Estimates are under preparation and after calling for and settling tenders, works would commence this year.

- c) As part of efforts to attract investment in IT corridors, the Government has sanctioned IT corridor project (Phase II) from Siruseri to Mamallapuram with Rs.70.00 crores for land acquisition.

(Vide G.O. (Ms) No. 79, Highways (HS2) Department, dated: 27.03.2006)

DPR preparation would be taken up after which Land Acquisition would be initiated.

- d) For the work of four laning Tiruvottiyur- Ponneri- Panchetty road undertaken by National Highway Authority of India under Chennai Ennore Port Connectivity Scheme, the Government has sanctioned Rs.8.92 Crores for land acquisition being contribution of State Government.

(Vide G.O. (Ms) No. 29, Highways (HV2) Department, dated: 31.01.2007)

Improvement works are in progress in TPP road along with Land acquisition would be initiated.

iv) Chennai Metropolitan Development Programme:

This programme is fully funded by the State Government. Under this scheme, 254 works costing Rs.756.26 crores have been taken up for Traffic and Transport improvement in Chennai City and metropolitan areas from the year 2003-04, of which 49 works alone were completed till 2005-2006 at a cost of Rs.20.40 Crores.

During last year, 7 road works for a length of 28.97 km, 4 bridge works and 5 works under the scheme of Chennai beautification have been completed incurring an expenditure of Rs. 88 crores. Balance of 113 road works for a length of 479.92 Km and 76 bridge works are in various stages of progress.

During the year 2005-2006, sanction was accorded for construction of 6 road over bridges, one Railway Over bridge and 4 River bridges, totally 11 bridges at a cost of Rs.219 crores. Among these, high level bridge in Manmalong bridge - Irumbuliyur road near Pallikaranai and widening of

bridge across Buckingham canal will commence soon. For 2 Road bridges and for one Railway over bridge, Detailed Project Reports and estimates have been received from the consultants. Action will be taken to implement these works in the current year.

For other works, Detailed Project Reports are under preparation through consultants. Among them 3 works fall in the alignment of Metro Railway Project. As the finalization of alignment is nearing completion, the investigation works will be completed and structural works will be taken up after calling for tenders.

A provision of Rs.250.10 crores has been made in the current year for these works.

(v) Improvement to Accident prone spots

300 locations have been identified as accident prone spots (Black spots) of which 50 locations were proposed for improvement at a cost of Rs.30 Crores in Phase I. For 4 Black spots works have been entrusted .For another 18 black spots works will be started by calling tenders. For the remaining spots , works will be taken up on completion of Rehabilitation and Resettlement measures. The remaining 250 places will be taken up for improvements in a phased manner.

Since non-standard speed breakers are found to be causing accidents, action is being taken to provide speed breakers with uniform specifications.

4. Rail Over Bridges:

The Government has accorded administrative sanction, for the construction of 25 Rail Over Bridges / Rail Under Bridges at a cost of Rs.395.40 crores

(Vide G.O. (Ms) No. 112, Highways (HQ2) Department, dated: 19.07.2006, G.O. (Ms) No. 131, Highways (HQ2) Department, dated: 18.07.2006 and G.O. (Ms) No. 210, Highways (HQ2) Department, dated: 11.10.2006)

The concurrence of Southern Railway has been sought for alignment and work would be taken up after finalizing DPR designs & estimates.

5. Central Schemes

(i) **National Highways**

The total length of National Highways in Tamil Nadu is 4483 Km, of which, 3239 Kms have been handed over to National Highways Authority of India for widening and improvement. The remaining 1244 Kms are maintained by State National Highways wing with a financial assist of Central Government.

- ❖ For the roads maintained by State Government, Government of India allotted Rs. 98.58 crores during 2006-07 for 48 works which are in progress.

Assistance for National Highways Authority of India (NHAI) Projects

- ❖ For the National Highways Authority of India works, the State Government is extending all assistance in the acquisition of land, shifting of utilities etc. so as to complete the works expeditiously. During 2006-07 acquisition was completed for 897.65.48 hectares of land for National Highways Authority of India as compared to 549.12.20 hectares in the previous 4 years.
- ❖ The National Highways Authority of India is presently taking up the work in 14 reaches for which the State Government has signed a State Support Agreement with the National Highways Authority of India and its concessionaire for 12 reaches. In respect of balance 2 reaches, the State support agreement will be signed shortly.

Proposals for new by-passes / bridges

- ❖ The Government of India has approved formation of bypass roads to Usilampatti, Andipatty and Bodi Towns on NH 49 based on which estimates for land acquisition are under preparation and will be got approved soon.
- ❖ Proposal for formation of bypass to Sethur, Chockampatty, Madurai, Pollachi and Udumalpet has been sent to Government of India.
- ❖ Land Acquisition for formation of bypass road to Puducherry Town is in progress.
- ❖ Government of India's approval has been obtained for Rs. 5.38 lakhs towards land acquisition for construction of a high level bridge on NH 208 at Km 227/10 across Gounda river at a cost of Rs. 3.38 crores. The works will commence soon.
- ❖ Government of India's approval has been obtained for reconstruction of 11 minor bridges at a cost of Rs. 779.00 lakhs. The works will be taken up soon.

(ii) **Central Road Fund**

Under CRF 2006-07, sanction of Government of India has been received for improving 508.60 km of road works and constructions of 5 bridge works at a total cost of

Rs.143.80 Crores, of which 164.08 km length of road works have been completed at a cost of Rs. 18.65 Crores.

(iii) Western Ghats Development Programme / Hill Area Development Programme

- ❖ The Government has sanctioned 16 road works at a cost of Rs.102.80 lakhs, under the Western Ghat Development Programme (WGDP) for execution in the districts of Coimbatore, Erode, Dindigul, Theni, Madurai, Virudhunagar, Tirunelveli and Kanyakumari.
- ❖ New road works for a value of Rs.240 lakhs, have also been sanctioned under HADP, for execution in Nilgris District.

(iv) Economic and Interstate connectivity schemes

Under the Economic and Interstate connectivity scheme, in principle approval of Government of India has been obtained for construction of new bridge in lieu of the old distressed bridge across Palar river in Vellore, at a cost of Rs.16.94 crores. The work will be commenced soon after approval of detailed estimate by Government of India.

6. Budget allocation for Roads and Bridges

- ❖ The financial allocation of roads and bridges was the highest during 2006-07 of with an outlay of Rs.2368.24 crores and for maintenance Rs.801.37 crores.

The Government issued orders on 1.11.06, for undertaking maintenance works at a cost of Rs.200 crores, in Panchayat and Panchayat Union Roads earlier improved under NABARD assistance during and 1991-96 and at a cost of Rs.103.60 crores for the Panchayat and Panchayat Union Roads through Rural Development Department.

7. Delegation of Powers

- ❖ Government has issued orders delegating enhanced technical powers such as technical sanction, tender approval etc., to the officers of Highways Department for improving efficiency of the Department. . (Vide G.O. Ms. No. 80, Highways (HN1) Department, Dated : 28.03.2007)
- ❖ The Government has issued orders on 4.8.2006 dispensing with the package system in calling for tenders at division level and for calling for tenders for individual works. This

will enable all the contractors of different classes, to with their class and capacity. The department is now in a position to get competitive tenders for the works

(Vide G.O. Ms. No. 125, Highways (HN1) Department, dated 04.08.2006)

8. Staff Welfare

The legal heirs of the Gang Mazdoors who were dismissed by the previous Government and had died, were sanctioned Family Pension, DCRG, Compassionate grounds appointment, etc. by this Government.

After assumption of office by the present Government, appointments have been issued on compassionate grounds for 22 Junior Assistant Posts, 18 typist posts and 100 Gang Mazdoor posts in Highways Department. Apart from the above, 45 persons who were appointed as Road Inspectors prior to 1986 under various schemes other than self sufficiency scheme and terminated from service have now been appointed as Road Inspectors. 30 persons who were working on daily wages, before 1997, have also been appointed as Gang mazdoors.

- ❖ 418 officers of various cadres were promoted to higher cadre during the year. These promotions were held up during the previous Government.

3. Organisational Structure of the Department

3.1. The organizational structure to perform the duties and functions of the Department are given in the flow chart available in the Annexures (I) and (II).

3.2. Secretary to Government is the administrative head of this department. Two Joint Secretaries are functioning under the Secretary. There are four Under Secretaries and twelve Section Officers in this department. The twelve sections are **HF, HK, HL, HM, HN, HP, HQ, HS, HV, HW, OP and Bills.**

The distribution of subject among the sections is as follows:

HF Section	:	Budget related matter and Tamil Nadu Road Sector Project
HK Section	:	Establishment matters of all Engineers,

	D.A's, Drivers and R.I's matter relates to HRS
HL Section :	Disciplinary cases
HM Section :	TNMS, TNBS, TNHES'S-work charged establishment.
HN Section :	PAC/PUC- TNMB-PSC Ltd.-TNSC Ltd.
HP Section :	Roads and Bridges (except National Highways) in cuddalore, Villupuram, Nagapattinam, Pudukkottai & Salem, Thanjavur, Perambalur, Karur and Trichy Districts.
HQ Section :	HUDCO & HADP - Roads and Bridges (except National Highways) Nilgiris, Ramanathapuram, Tuticorin, Sivagangai, Vellore, Tiruvannamalai, Dharmapuri and Namakkal Districts.
HS Section :	Roads & Bridges (except National Highways) in Madurai, Dindigul, Theni, Virudhunagar, Tirunelveli, kaniyakumari, Erode and Coimbatore Districts.
HV Section ;	National Highways .-CRF-PMGSY (Phase IV) Bharat Nirman -TNRIDC - Land Acquisition for N.H.A.I
HW Section :	NABARD, TNUDP and RR Schemes- Roads and Bridges (except National Highways) in Tiruvallur and Kancheepuram Districts and Chennai city.
OP Section :	Office Establishment'
Bills Section :	Pay and Allowances of staff members and office expenditure.

3.3 Public can obtain full information about the functioning of the department in the web site www.tnhighways.org and contribute their suggestions and views.

3.4. Nodal officers have been nominated under the provisions of Tamil Nadu Right to Information Act, 1997 to receive and hear the grievances of public and take remedial measures as would warrant.

3.5. The addresses of the main office and the Heads of Departments under the department are given below.

Sl.No.	Officer	Office Address	Office Phone
1	Secretary to Government, Highways Department	Secretariat, Fort St. George, Chennai-600 009	044-25670959
2	Chief Engineer (General) Highways	PWD Buildings, Chepauk, Chennai-600 005.	044-28525342
3	Chief Engineer, National Highways.	PWD Buildings, Chepauk, Chennai-600 005	004-28525701.
4	Chief Engineer, Projects.	Panagal Buildings, Saidapet, Chennai- 60015.	044-24320657
5	Chief Engineer, NABARD and Rural Roads	Guindy Industrial Estate, Chennai-600 032	044-22317158
6	Chief Engineer, Designs and Investigation.	Guindy Industrial Estate, Chennai-600 032.	044-22323541
7	Director, Highways Research Station.	Jawaharlal Nehru Salai, Chennai- 600 032	044-22324642
8	Chief Engineer (Works) Tamil Nadu Road Sector Project.	TNHB Complex, Adayar, Chennai-600020	044-24464479
9	Project Director, Tamil Nadu Road Sector Project.	TNHB Complex, Adayar, Chennai-600020	044-24464414
10	Managing Director, Tamil Nadu State Construction Corporation Ltd	Jay Nagar, Jawaharlal Nehru Salai, Arumbakkam, Chennai	044-24758341
11	Chairman and Managing Director, Tamil Nadu Road Infrastructure Development Corporation	LLA Building, 735 Anna Salai, Chennai 600 002	044-28520000
12	Chief Executive Officer, Tamil Nadu Maritime Board	Vairam Complex, II floor, 22, Sir Thyagaraya Salai, T.Nagar, Chennai 600 17	044-28151232
13	Chairman and Managing Director, Poompuhar Shipping Corporation	692, Anna Salai, IV floor, South wing, Nandanam, Chennai 600 035	044-24330505

2.27. Opening Hour of the Office : 10.00 A.M.

Closing Hour of the Office : 5.45 P.M.

CHAPTER – 3

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

3.1 The powers and duties of the officers in the department of Secretariat are indicated below.

The Secretary to Government

Each Department of the Secretariat consists of a Secretary to Government, who is the official head of that Department, and of such other officers and staff subordinate to him as the Government may determine. He is Secretary to Government and not to the Minister in charge of the Department. He is responsible for the careful observance of the Business Rules and the Secretariat instructions in the transaction of business in his department. He exercise general supervision and control over the staff under him including Additional Secretary and Joint Secretary and is responsible for seeing that the members of the staff do the work allotted to them efficiently and expeditiously. It is his duty to take efficient steps for the prompt dispatch of business in his department. The Secretary is usually assisted by one or more Additional, Joint, Deputy or Under Secretaries. The Secretary should, however, delegate sufficient responsibility and authority to these officers so that the work in the department is handled smoothly and efficiently. Policy matters and all-important matters should be dealt with in consultation with the Secretary who will be in overall charge of the Department. The Secretary of the Department concerned is in each case responsible for the proper transaction of business and the careful observance of these rules and when he considers that there has been any material departure from them, he shall personally bring the matter to the notice of the Minister in charge and the Chief Secretary.

Additional Secretaries

Additional Secretaries will deal with cases relating to the subjects allotted to them with reference to the general of specific directions of the Secretary and submit it to Secretary such cases as may be specified. They can send cases for orders direct to the Minister or to the Governor with reference to the general directions of the Secretary. They also exercise control over the sections placed in their charge both in regard to dispatch of business and in regard to discipline.

Under Secretaries

The Under Secretaries exercises control over the sections placed in his charge both in regard to despatch of business and in regard to discipline.

Section Officers

A Section Officer is in charge of a section of a secretariat Department. He is assisted by a certain number of Assistant Section Officer who work under his direction and control. He is responsible for all files relating to the subjects allotted to the Assistant Section Officer under him. He is directly responsible to the officers under whom he works for the efficient and expeditious despatch of business at all stages in his section and for office routine and procedure. The training of the Assistant Section Officers under him is one of his principle functions. He must guide his Assistant Section Officers in all aspects of work and see that his Assistant Section Officers exercise in proper; discrimination in their work, e.g., they do not waste time and paper on needless noting or correspondence and that really emergent matters are given immediate attention. He will not merely supervise but will himself undertake to deal with the more difficult or important papers, taking such assistance from Assistant Section Officer as he may find necessary. He maintains discipline in the section and ensures conformance with the orders and instructions in force.

Assistant Section Officers

The main duties of the Assistant Section Officers in a section are to put up notes and drafts, maintain the Personal Registers and also assist the Section Officer in their section work.

Assistants

The Assistants are expected to attend to routine items of work such as comparing, dispatching, indexing and docketing of closed papers. They also maintain the prescribed periodical registers and put up reminders.

Private Secretaries, Personal Assistants and Personal Clerks

Private Secretaries, Personal Assistants and Personal Clerks do the shorthand work for the Secretary or other officers, as the case may be, and such other items of work as are entrusted to them.

Typists

The Typists are expected to type notes and drafts and to fair copy all communications to be dispatched. The matter typed by them will be compared by them with the Assistant Section Officer concerned or with the Assistant of the section, as the need arises.

CHAPTER – 4

RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS FOR DISCHARGING FUNCTIONS

1.1 The business in the department is carried out with reference to the provisions contained in the following rules, regulations and manuals.

- i. Tamil Nadu Government Business Rules and Secretariat Instructions
- ii. Tamil Nadu Legislative Assembly Rules
- iii. The Tamil Nadu Secretariat Office Manual
- iv. Tamil Nadu Budget Manual
- v. Tamil Nadu State and Subordinate Service Rules
- vi. Tamil Nadu Civil Services (Discipline and Appeal) Rules
- vii. Tamil Nadu Government Servants Conduct Rules, 1973
- viii. Tamil Nadu Pension Rules
- ix. Fundamental Rules of the Tamil Nadu Government
- x. The National Highways Act, 1956
- xi. The Tamil Nadu Transparency In Tenders Act, 1998
- xii. The Tamil Nadu Highways Act, 2001
- xiii. Tamil Nadu Highways Manual
- xiv. Tamil Nadu Financial Code
- xv. Tamil Nadu Account Code
- xvi. Tamil Nadu Treasury Code
- xvii. Tamil Nadu Highways Engineering Service Rules
- xviii. Tamil Nadu Highways Engineering Subordinate Service Rules

1.2 The details of the above listed rules, manuals and acts are furnished below.

1. Name of the Rules: Tamil Nadu Government Business Rules and Secretariat Instructions.

1. Name of document : Tamil Nadu Government Business Rules and Secretariat Instructions.

Type of the document: In exercise of the powers conferred by clauses (2) and (3) of Article 166 of the Constitution of India, the Rules are made by the Governor of Tamil Nadu.

The Rules describe the manner and procedures in conducting the Business of the Government complying with the provisions of the Constitution of India.

The book is intended for official use only and is not available for sale.

2. Name of the Rules: The Tamil Nadu Legislative Assembly Rules.

Type of the document: The Rules are made under clause (1) of Article 208 of the Constitution of India.

The Rules describe the conduct of the Business of the Legislative Assembly.

The Rules book can be referred in the Assembly Library.

3. Name of the Manual: The Tamil Nadu Secretariat Office Manual.

Type of the document: The manual describes the system and procedures to be followed in conducting the office work in the departments of Secretariat.

The book is intended for official use only and is not available for sale.

4. Name of the Manual: The Tamil Nadu Budget Manual

Type of the document: 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 authorized grants or appropriation.

The book is intended for official use only and is not available for sale.

5. Name of the document: Tamil Nadu State and Subordinate Service Rules.

Type of the Rules: The Rules is made under the proviso to article 309 of Constitution of India governing the service conditions of members of State and Subordinate Services.

The book is available for sale in the publication depots of the Government under the control of Director of Stationery and Printing on payment of cost.

6. Name of the document: Tamil Nadu Civil Services(Classification, Control and Appeal) Rules.

Type of the Rules: The rules are made under the proviso to article 309 of Constitution of India in relation to the discipline, penalty and appeal against penalty imposed on the members of civil service of the State.

The book is available for sale in the publication depots of the Government under the control of Director of Stationery and Printing on payment of cost.

7. Name of the document: Tamil Nadu Government Servants Conduct Rules.

Type of the document: 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.

The book is available for sale in the publication depots of the Government under the control of Director of Stationery and Printing on payment of cost.

8. Name of the document: Tamil Nadu Pension Rules.

Type of the document: The rules are made under the proviso to article 309 of Constitution of India in relation to the pensionary benefits to the members of civil service of the State.

The book is available for sale in the publication depots of the Government under the control of Director of Stationery and Printing on payment of cost.

9. Name of the document: Fundamental Rules of the Government of Tamil Nadu.

Type of the document: 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.

The book is available for sale in the publication depots of the Government under the control of Director of Stationery and Printing on payment of cost.

10. Name of the document: National Highways Act, 1956.
(Central Act 48 of 1956)

Type of the document: The Act was enacted to provide for the declaration of certain highways to be National Highways and matters connected therewith. The responsibility for development and maintenance of National Highways vest with Government of India.

The book is available for sale in the publication depots of the Government of India and under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.

11. Name of the document: The Tamil Nadu Transparency in Tenders Act, 1998.

Type of the document: The Act was passed to provide for transparency in public procurement and to regulate the procedure in inviting and accepting tenders and matters connected therewith or incidental thereto.

The book is available for sale in the publication depots under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.

12. Name of the document: The Tamil Nadu Highways Act, 2002 Type of the document: The Act was enacted to provide for the declaration of certain highways to be State Highways, restriction of ribbon development along such highways, prevention and removal of encroachment thereon, construction, maintenance and development of highways, and levy of betterment charges and matters connected therewith or incidental thereto. The Special Tahsildars, District Collectors concerned and Special Commissioner and Commissioner of Land Administration are authorised to exercise certain powers vested with the Government under this act.

The Act came into force from 1-12-2002.

The book is available for sale in the publication depots under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.

13. Name of the document: Tamil Nadu Highways Manual.

Type of the Manual: The Manual is intended to cover the administrative and executive functions and special accounting procedure concerning the State Highways Department.

The book is available for reference in various offices of the department.

14. Name of the document: Tamil Nadu Financial Code.
- Type of the Manual: 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.
- The book is available for sale in the publication depots under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.
15. Name of the document: Tamil Nadu Account Code.
- Type of the Manual: The code published by the Finance Department outlines the accounting procedures to be followed by various departments while regulating expenditures.
- The book is available for sale in the publication depots under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.
16. Name of the document: Tamil Nadu Treasury Code.
- Type of the Manual: 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.
- The book is available for sale in the publication depots under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.
17. Name of the document: Tamil Nadu Highways Engineering Service Rules.
- Type of the Rules: This document is Special Rules notified under article 309 of the Constitution of India governing the conditions of recruitment, appointment, transfer, promotion etc. of Assistant Engineers, Assistant Divisional Engineers, Divisional Engineers, Superintending Engineers and Chief Engineers covered under the State Service.
- The book is available for sale in the publication depots under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.
18. Name of the document: Tamil Nadu Highways Engineering Subordinate Service Rules.
- Type of the Rules: This document is Special Rules notified under article 309 of the Constitution of India governing the conditions of recruitment,

appointment, transfer, promotion etc. of Junior Engineers, Senior Draughting officers, Draughting Officers, Junior Draughting Officers and Assistant Draughtsman covered under the Subordinate Service.

The book is available for sale in the publication depots under the control of Director of Stationery and Printing as well as private book sellers on payment of cost.

CHAPTER – 5

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 IMPMENTATION THEREOF

5.1 At present there is no provision to seek consultation / participation of public or its representatives for formulation of policies of the Government.

5.2 There is no provision to seek consultation / participation of public or its representatives for implementation of policies. However, while implementing the major schemes, views of the Stake Holders, Non Governmental Organisations are solicited in regard to environmental, rehabilitation and resettlement issues before final implementation.

CHAPTER – 6

A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL

6. The following document are available in the official web site and the offices of Public Information Officers listed.

1. Policy Note on Roads and Bridges – Demand No: 20
2. Performance Budget

CHAPTER – 7

A STATEMENT OF BOARDS, COUNCIL,. COMMITTIEES AND OTHER BODIES CONSTITUED AS ITS PARTS

The following Board and Corporations are functioning under the control of the Secretary to Government, Highways Department.

1. Tamil Nadu Maritime Board, 22, Thyagarajar Salai, Chennai 17

Tamil Nadu Maritime Board was constituted under Tamil Nadu Maritime Board Act, 1995 (Tamil Nadu Act 4/96) with effect from 18.03.1997. The Board is administering,controlling, regulating and managing the minor ports at Kattupalli, Ennore Minor Port, Cuddalore,

Thiruchopuram, PY-3 Oil Field, Tirukkadaiyur, Nagapattinam, Pamban, Rameswaram, Valinokkam, Punnakkayal, Manappad, Kudankulam, Kanyakumari and Colachel in Tamil Nadu under the Chairmanship of Hon'ble Minister for Highways, Government of Tamil Nadu..

The vision of this Board is to promote cordial relationship between the ports and industries to ensure development of Ports and industrial growth. It also aims to accelerate the pace of economic growth of the state by developing a number of captive ports through Public Private Participation.

The objective of the Board are

- To facilitate establishment of Port based Thermal power plants by providing exclusive port facilities to Import Coal, Naphtha, Oil, Natural Gas.
- To provide port facilities to promote export oriented for Coastal Traffic along the East Coast.
- To promote Tourism, Cruises and Coastal trade.
- To provide facilities to encourage ship building, repairing ship etc.

a. Off shore Port in Nagapattinam District

M/s. M^cNamara International Private Limited have proposed establish an Offshore captive Port near Thirukkuvalai at a cost of Rs.750 Crores to import coal for the 2000 MW merchant power plant proposed to be established at an approximate cost of Rs.10000 Crores in Nagapattinam District. The Government have issued in-principle approval and a Memorandum of Understanding (MOU) was signed in the presence of the Hon'ble Chief Minister on 21.03.2007.

b. Ship Building Yard in Cuddalore District

The Board has accorded 'in principle' approval to M/s. Goodearth Shipbuilding Private limited for establishing a captive shipbuilding yard at a cost of Rs.1000 Crores in Cuddalore District between Pudukuppam and Reddiyarpettai villages for construction of

ships ranging from 45000 to 75000 DWT. and a Memorandum of Understanding (MOU) was signed in the presence of Hon'ble Chief Minister on 15.02.2007.

c. Coal Jetty for Thermal Power Plant in Cuddalore District

M/s. Cuddalore Power Company have proposed to set up a 1320 MW Thermal Power Plant at a cost of Rs.6000 Crores in Thiyagavalli village of Cuddalore district. The Power Plant requires approximately 3.50 million metric tonnes of imported coal per annum as fuel. For import of coal, a jetty at a cost of Rs.325 Crores is proposed to be constructed for which Tamilnadu Maritime Board has accorded 'in-principle' approval on 19.01.2007.

d. Tsunami Rehabilitation Works in Cuddalore & Nagapattinam

“Tsunami” which hit Tamil Nadu in December-2004, severely damaged the port infrastructural facilities such as breakwaters and also reduced the depth in Uppanar River in Cuddalore. The Government of Tamil Nadu have sanctioned an amount of Rs.14.41 Crores under Asian Development Bank’s assistance for the rehabilitation of the Tsunami damaged infrastructure. During 2006-07, works to the value of Rs.5.50 Crores have been completed and the balance works are in progress and will be completed during 2007-08.

“Tsunami” also caused damages to port infrastructural facilities such as cargo sheds, breakwaters, cargo handling area, weigh bridge, illumination facilities and also reduced the depth in Kaduvaiyar River in Nagapattinam. The Government of Tamil Nadu have sanctioned an amount of Rs. 50.521 Crores from Asian Development Bank funds for the rehabilitation of the Tsunami damaged infrastructures. During 2006-07 works to the value of Rs.4.50 Crores have been completed. The balance works are in progress and will be completed during 2007-08.

2. Poompuhar Shipping Corporation Limited, 692, Anna Salai, Fourth Floor, South side, Nandanam, Chennai 600 035.

The Poompuhar Shipping Corporation Limited (PSC) was formed on 11.04.1974 under the Companies Act, 1956 with the objective of transporting the entire requirements of coal for the Thermal Power Stations of Tamil Nadu Electricity Board (TNEB). The corporation owns 3 ships. It also charters ships from Indian and foreign ship companies for transport of coal required by TNEB

for various thermal power stations in Tamil Nadu. Kanniyakumari Ferry service and Tamil Nadu Maritime Board Academy are also run by this corporation

Poompuhar Shipping Corporation Limited has placed orders for the supply of two new boats at a cost of Rs. 2.10 crores for operation of ferry service at Kanniyakumari, to visit the Ayyan Thiruvalluvar Statue and Vivekananda Rock Memorial.

(Vide G.O. MS. No. 75 Highways (HN2) Department, Dated: 21.03.2007).

3. Tamil Nadu State Construction Corporation, Jay Nagar, Jawaharlal Nehru Salai, Arumbakkam, Chennai.

The Tamil Nadu State Construction Corporation was formed in the year with the objective of undertaking execution of major and difficult projects of the Government . The Corporation has not activities at present.

4. Tamil Nadu Road Infrastructure Development Corporation Ltd.

LLA Buildings, Anna Salai, Chennai-600 006.

The Corporation was incorporated in the year 2005 under Companies Act. The entire share capital is subscribed by the Government of Tamil Nadu.

The Corporation was formed to formulate, mobilize resources, undertake, implement, improve and maintain the road infrastructure in the State. This Corporation is the nodal agency for the implementation of the Prime Minister Gram Sadak Yojana (PMGSY) Bharat Nirman and other Rural Roads programmes through the Highways Department and Rural Development Department and allied activities in the Government departments and else where.

The Corporation is managed and administered by a Board of Directors. The Executive Director is a senior level technical officer drawn from the State Highways Department. The business and meetings are conducted as required under the Companies. The minutes of the meetings are prepared and approved and kept on record. Since the meetings are internal business meetings, public can not participate in the meetings.

CHAPTER – 8

THE NAMES AND DESIGNATION AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS

7. The details of contact information about the Asst . Public Information Officers, Public Information Officers , Appellate Authority and Public Authorities are furnished below::

Sl. No	Name	Designation	STD Code	Phone Office	Phone Residence	Fax
1	<u>Assistant Public Information Officers</u> Thiru R. Elango	Under Secretary (RII)	044	25665583	---	2567 3035
2.	Thiru. N. Rajendran	Under Secretary (RIII)	044	25665575		2567 3035
3.	Tmt. Komalavalli	Under Secretary (Riv)	044	25665441		2567 3035
4	<u>Public Information Officer:</u> Thiru. N. Rajendran	Under Secretary (RI) (i/c)	044	25665441	---	2567 3035
5	<u>Appellate Authority:</u> Thiru. T.Retnaswamy	Additional Secretary to Government	044	25678135	2247 6262	25673035
6)	<u>Public Authority</u> Thiru K. Allaudin	Secretary to Government	044	25670959	26162532	25673035

CHAPTER – 9

PROCERURES FOLLOWED IN DECISION MAKING PROCESS

9.1. The office procedure is followed as per Tamil Nadu Secretariat Office Manual, Tamil Nadu Government Business Rules and Instructions and other manuals, codes listed in chapter 4.

9.2. The 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 Assistant Section Officers and passes through the Section Officers, Under Secretaries and Deputy Secretary to the Secretary. If need be other departments are consulted. In case of matters involving funds, Finance Department

is invariably consulted. Wherever the Business Rules require circulation of files to the Minister or Chief Minister Or Governor orders are obtained in circulation.

9.3. If a reply is required to be made on any representations, the decisions are communicated to the petitioner. The details of Public Information officers and Appellate Authority are listed in chapter 8.

CHAPTER – 10

DIRECTORY OF OFFICERS AND EMPLOYEES

10. The hand book deals with Secretariat level organization and functions only. Hence, district wise directory of Officers and Employee is not furnished. This can be referred from the hand book published by the Chief Engineer(General), Highways Department, Chepauk, Chennai 600 005

CHAPTER –11

MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES INCLUDING THE SYSTEM OF THE COMPENSATION AS PROVIDED IN REGULATIONS

Sl No	Name (tvI/tmt)	Designation	Monthly Remuneration (Rs.)	Compensation/ Compensatory Allowance	The procedure to Determine the remuneration as given in the regulation
1	K. Allaudin I.A.S.,	Secretary	57040	---	Government of India
2	R.A.Rajaselvan	Additional Secretary	36,021	12000	Based on the orders of the Sixth pay commission
3	T.Retnaswamy	Additional Secretary	36,021	12000	--do--
4	N.Rajendran	Under Secretary	30,048	---	--do--
5.	R. Elango	Under Secretary	24,125	---	--do--
6	J. Komalavalli	Under Secretary	30,098	---	--do--
7	S.Sagajanandham	Section Officer	21,238	---	--do--
8.	Rafia Begum	Section Officer	18,708	---	--do--
9	A.Viveka	Section Officer	21,693	---	--do--
10	S. Kalaiselvan	Section Officer	20,376	---	--do--

11	K. Manoharan	Section Officer	20,226	---	--do--
12	P.Ramalingam	Up graded Under Secretary	28,881	---	--do--
13	M.Samikkalai	Section Officer	23,668	---	--do--
14	A.Sasikala	Section Officer	20,428	---	--do--
15	N.Thankaraj	Section Officer	23,566	---	--do--
16	M.Jabamony	Section Officer	23,313	---	--do--
17	K.Aiyappan	Section Officer	23,213	---	--do--
18	M.Senthil Kumar	Section Officer	20,833	---	--do--
19	S. Muthukumaraswamy	Private Secretary	21,693	---	--do--
20	S. Balaji	A.S.O	12,338	---	--do--
21	M. Pushparadha	A.S.O	12,488	---	--do--
22.	S. Amudha	A.S.O	14,005	----	--do--
23	P.Ramu	A.S.O	19,418	---	--do--
24	M.Saraswathy	A.S.O	14,714	---	--do--
25	K.Hemanthakumar	A.S.O	19,114	---	--do--
26	J.Saroja	A.S.O	18,608	---	--do--
27	K.Srilakshmi	A.S.O	13,196	---	--do--
28	S.Anbumani	A.S.O	12,693	---	--do--
29	L.Rajan	A.S.O	12,743	---	--do--
30	C.Arun	A.S.O	12,743	---	--do--
31	A.Lily Pushpam	S.G. A.S.O	20,226	---	--do--
32	S.Tamilchelvi	A.S.O	13,196	---	--do--
33	S.P.Balaraman	S.O. (N.I)	18,506	---	--do--
34	M.Durgadevi	A.S.O	15,069	---	--do--
35	B.Rukmani	A.S.O	19,823	---	--do--

36	S.Pushpalatha	A.S.O	14,360	---	--do--
37	V.Bhagialakshmi	A.S.O	13,196	---	--do--
38	N.Manivannan	A.S.O	13,196	---	--do--
39	V. Santhana Lakshmi	A.S.O	17,596	---	--do--
40	R.Kaliammai	Personal Assistant	19,418	---	--do--
41	J.Baskar	Personal Assistant	15,373	---	--do--
42	S.M.Annadurai	Personal Clerk	12,286	----	--do--
43	K.T.Venkatesh	Assistant	8,263	---	--do--
44	S.Jaganathan	Assistant	9,446	---	--do--
45	G.Manimegalai	Record Clerk	8,698	---	--do--
46	S.A.Kareem	Record Clerk	7,716	---	--do--
47	A.Kumar	Record Clerk	8,627	---	--do--
48	E.Mohan	Record Clerk	8,667	---	--do--
49	R.Kannan	Driver	8,427	---	--do--
50	A.Venkatachalam	Daffadar	7,909	---	--do--
51.	C. Manikandan	Assistant	8,091	---	--do--

CHAPTER – 12

BUDGET ALLOCATED TO EACH AGENCY (PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISPERSMENTS MADE)

12. The details of over all budgetary allocation is given in chapter-2.

CHAPTER – 13

THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES

13. The department is not implementing any programme involving grant of subsidy.

CHAPTER – 14

PARTICULARS OF RECEIPANTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED BY THE DEPARTMENT.

14.No concession or permit or authorization has been granted to individuals or firms or companies in the department.

CHAPTER – 15

NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS

15. In the execution of various activities/ programmes in the department relating roads and bridges, technical specifications prescribed by Indian Roads Congress, Ministry of Road Transport and Highways, Government of India are prescribed standards to ensure quality.

CHAPTER – 16

INFORMATION AVAILABLE IN AN ELECTRONIC FORM

16.Public can obtain information about the functioning of the department in the web site <http://www.tn.gov.in> or <http://www.tnhighways.org/>

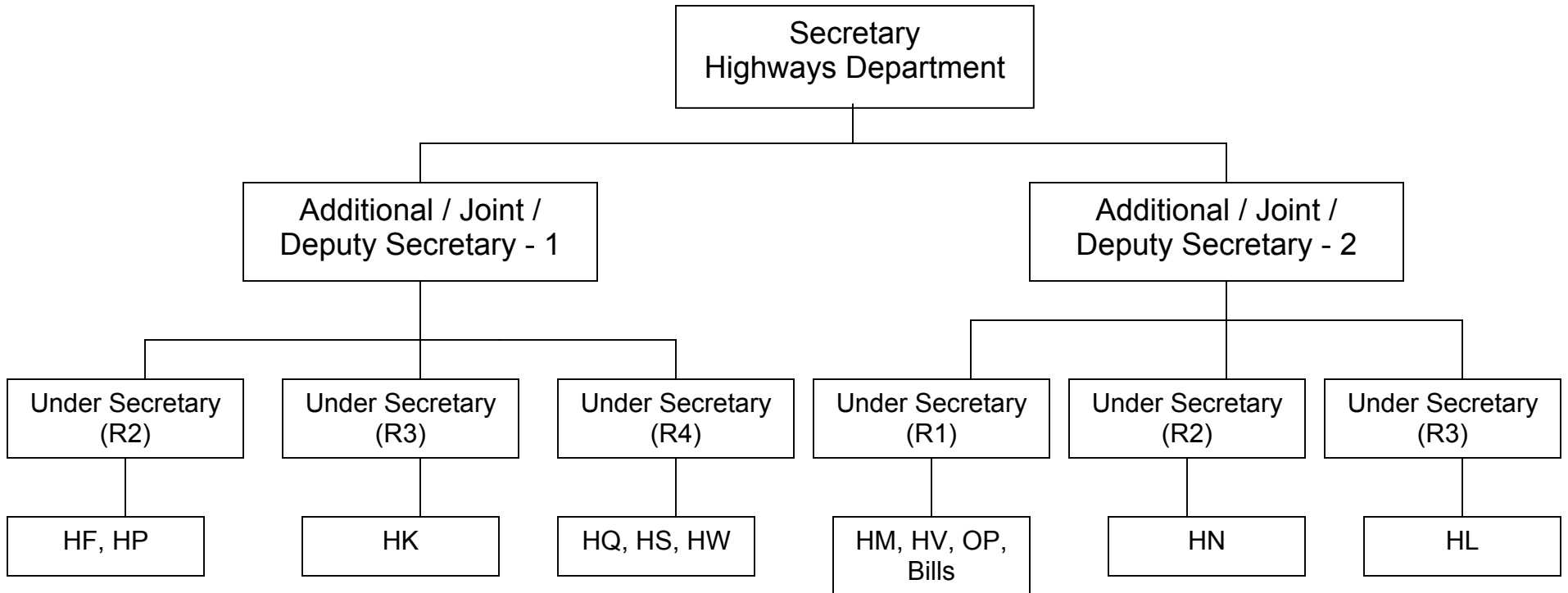
CHAPTER – 17

PARTIULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATIONS

17. The informations are posted through Notice boards, News Papers, Web site, Exhibitions and other means of advertising.

ANNEXURE – I

Organisation Chart of Highways Department - Secretariat



Note : Under Secretary R2 & R3 report to both ADS in respect of different schemes.

ANNEXURE – II

ORGANIZATION CHART – HIGHWAYS DEPARTMENT

