



MANUAL UNDER RIGHT TO INFORMATION ACT, 2005

**GOVERNMENT OF TAMIL NADU
HOUSING AND URBAN DEVELOPMENT DEPARTMENT,
SECRETARIAT,
CHENNAI- 600 009.**

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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 Housing and Urban Development Government of Tamil Nadu has brought out this manual for information and guidance of the general public.
- 1.2 The purpose of this manual is to inform the general public about this Department’s organization set-up, functions and duties of its officers and employees, records and documents available with the Department and also about its functioning
- 1.3 This manual provides information about the schemes, projects and programmes being implemented by the Department of Housing and Urban Development Department and the organizations under its administrative control.
- 1.4 The Department of Housing and Urban Development Department has designated Thiru M. Rajendran, Deputy Secretary to Government as its Public Information Officer.
- 1.5 A person requiring any information under the Act may contact Thiru M.Rajendran, Deputy Secretary to Government, Housing and Urban Development Department, Secretariat, Chennai-9. His Office Telephone No.25671576. His E-mail address is pio-hud@tn.gov.in
- 1.6 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 or through electronic means either in person or by post to the Public Information Officer mentioned in paragraph 1.4 above and must be accompanied by an application fee of Rs.50/- by cash or by demand draft or banker’s cheque in favour of the Public Information

Officer, Housing and Urban Development Department Secretariat, Chennai 9
The Public information Officer shall credit the amount to the following head of account:-

“0075.00 Miscellaneous General Services – 800.0other 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 as an evidence for having remitted the 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, 2005 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, at Rs. 50/- (fifty) per diskette or floppy; and
- ii) For information provided in printed form, at the price fixed for such publication.

1.7 Persons below the poverty line are exempted from the payment of fee mentioned in paragraph 1.6 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.

- 1.8 The Department has designated Thiru C.G.Janardhanam as Appellate Authority under section 19(1) of the Act. The contact Address of the Appellate Authority is given below:-

Thiru C.G.Janardhanam
Joint Secretary to Government
Housing and Urban Development Department
Secretariat, Chennai-9

Telephone Nos : 25676053 (O)
25509141 (R)

appeal-hud @tn.gov.in

Housing and Urban Development Department

Particulars of organization, functions and duties

Under section 4(1)(b)(i) of Right to Information Act, 2005

- 1.1 Housing plays a predominant role among the primary and basic needs of the people. The Government of Tamil Nadu is taking effective steps to achieve a notable progress in this field by framing policies and programmes for the development of Housing Sector both in the urban and rural areas of Tamil Nadu. The Government of Tamil Nadu have set for itself the goal, of providing “a house for each family”. In order to achieve this goal, Tamil Nadu Housing Board, Co-operative Housing Societies, Tamil Nadu Co-operative Housing Federation and Tamil Nadu Slum Clearance Board are formulating and implementing schemes to provide reasonable and adequate shelter to people in different income groups.
- 1.2 Tamil Nadu is one among the most urbanized States in the Country. Urban population in Tamil Nadu has steadily increased from 18% to 43.86% during 1931-2001. The annual growth rate of urban population has shown a rise from 0.36 to 2.84 during the decade of 1991-2001. According to 2001 census the population of Tamil Nadu is 62.11 million and out of which 27.24 million live in 832 urban centers.

HOUSE BUILDING ADVANCE TO GOVERNMENT SERVANTS

- 1.1. Under the scheme of grant of House Building Advance to Government Servants, House Building Advance is granted for taking up the following items of housing activities:-
 - 1) Purchase of Plot and construction of a house thereon.
 - 2) Construction of a new house.
 - 3) Purchase of Ready Built Flat/ House (Private)
 - 4) Purchase of Ready Built Flat/ House (T.N.H.B)
 - 5) Enlargement of the existing accommodation.
 - 6) Making improvements to the existing living accommodation.

- 1.2 House Building Advance is being sanctioned up to a maximum of Rs.6.00 lakhs for the State Government Servants and Rs.7.50 lakhs to the All India Service Officers. For enlargement/ Improvement of the existing living accommodation, a maximum of Rs.3 lakhs is being sanctioned.
- 1.3 During the year 2005-2006, a sum of Rs.102.00 crores has been allocated for sanction of House Building Advance to the Government Servants and All India Service Officers.

**TAMIL NADU GOVERNMENT SERVANTS RENTAL HOUSING SCHEME –
ALLOTMENT OF QUARTERS TO GOVERNMENT EMPLOYEES**

Tamil Nadu Government Servants Rental Housing Scheme is intended to provide rental accommodation in Chennai City and in District Headquarters and Revenue Divisional Headquarters for the State Government Employees on concessional rent.

The Tamil Nadu Housing Board has constructed 4438 apartments in Chennai city under Tamil Nadu Government Servants' Rental Housing Scheme for allotment to the State Government Employees on monthly rental basis. These Rental flats in Chennai City are available in the following divisions of the Housing Board.

1.	Anna Nagar Division	1414
2.	Besant Nagar Division	16
3.	K.K.Nagar Division	312
4.	Nandanam Division	2696

TOTAL 4438

These apartments are situated in Tod-Hunter Nagar, Peters Colony, Foreshore Estate, K.K. Nagar, Pathro Road near K.K. Nagar, Kilpauk Garden,

Anna Nagar West Extension, Mogappair East, Shenoy Nagar, Ramakrishna Nagar, Kodambakkam Pudur, Shanthi Colony, Anna Nagar and Thirumangalam.

Apart from Chennai City, 22,267 apartments have been constructed in the various District Headquarters and Headquarters of Revenue Divisions under TNGSRH Scheme and let out to the State Government employees on monthly rental basis at concessional rates.

The Tamil Nadu Housing Board implements the Tamil Nadu Government Servants Rental Housing Scheme and also maintains the buildings. The ownership of the buildings vests with the Government.

Mode of allotment

A Government Servant is eligible to apply for allotment of rental quarters in one scheme area only. Allotment of the Government rental apartment is made on rotation basis as follows:

- | | |
|-------------------------------------|----------------------|
| 1. Out of turn allotment | .. First 4 vacancies |
| 2. For the local employees | .. Next 3 vacancies |
| 3. For better accommodation | .. Next 1 vacancy |
| 4. For transferee and newly married | .. Next 2 vacancies |

Every Rotation consists of 10 allotments. Reservation of 1% quota to physically handicapped / single mother / divorcees / widows is made in the ninth vacancy in 3rd and 6th rotation.

Allotment of Rental apartments for higher level / AIS Officers

(i) SAF Games – Village, Koyambedu:

560 flats have been constructed at SAF Games village, Koyambedu for allotment to higher level / AIS Officers. Out of these 560 flats, flats numbering 57 are earmarked as rental flats under Tamil Nadu Government Rental Housing Scheme for allotment to All India Service Officers and 3 earmarked for Non I.A.S. Officers of District Revenue Officer cadre as follows:

Type	No. of Flats	Plinth area
A	32	1721 Sq.ft.
B	25	(3 Bed rooms)
C	3	1291 Sq.ft.
	-----	(2 Bed rooms)
TOTAL	60	

While allotting these flats to the All India Service Officers, cadre seniority is generally followed to decide the order of preference. Allotments are being made after obtaining orders of Minister (Housing and Urban Development Department).

(ii) **GOVERNMENT ESTATE, CHENNAI**

20 flats are available in the Government Estate, Chennai which are earmarked for allotment to the All India Service Officers. While allotting these flats, cadre seniority is generally followed to decide the order of preference. Allotments are being made after obtaining orders of Minister (Housing and Urban Development Department)

(iii) **TAYLORS ROAD**

76 Flats are available in Taylors Road which are earmarked for allotment of Officers above a pay range of Rs.16400/-

All AIS Officers

High Court Judges

Senior District and Sessions Judges

Chairperson and Members of TNPSC

Order for allotment of flats to AIS Officers for the flats earmarked for them are obtained by circulation to Minister (Housing and Urban Development Department) through the Chief Secretary.

Special Categories

70 apartments under the Tamil Nadu Government Servants Rental Housing Scheme are earmarked for allotment to journalists working in Chennai City which are located in the following colonies.

Peters Road Colony	.. 47 Apartments
Foreshore Estate	.. 17 Apartments
Anna Nagar Western Extn.	.. 1 Apartment
Lloyds Colony	.. 2 Apartments
Tod-Hunter Nagar	.. 3 Apartments

These flats are allotted to the journalist in the pay range of Rs.200/- and above. "Working Journalist" means a person whose principal avocation is that of a journalist and who is employed as such, in or in relation to any newspaper establishment and includes an editor, a leader –writer, news editor, sub-editor, feature editor, copy lester, reporter, correspondent, cartoonist, news-photographer and proof reader. Rent will be collected at 15% of the journalist allottee's pay including Dearness allowance.

A register for registering the applications received from the Journalists is maintained at Government level for allotment of rental quarters and allotments are generally made according to the registration seniority and the allotments are made by Minister (Housing and Urban Development Department)

PUBLIC RENTAL ALLOTMENT

The Public rental apartments have been constructed by the Tamil Nadu Housing Board with the financial assistance from the Government. The total number of rental apartments under Public quota is 990. Out of the rental apartments / flats constructed by the Tamil Nadu Housing Board, in Chennai city in all pay range, viz., E.W.S., LIG, MIG and HIG., (excluding single person quarters) 30% rental apartments are reserved and made available for allotment to the Government Servants under Government quota. The Government sanction economic rent to the Tamil Nadu Housing Board annually for these flats. As and when vacancy arises under 30% Government quota, applicants (Government Servants) as per the entry in the Seniority register maintained for the scheme areas and they will be allotted rental apartments as per the seniority in the Seniority register maintained for the scheme areas and they will be allotted rental apartments as per the seniority in the said Register. For all purposes, the rental apartments which come under 30% Government quota are treated as Government rental only and the only difference is that the Government sanction economic rent to the Tamil Nadu Housing Board for these apartments on quarterly basis. Apart from the said 30% reservation of Public rental apartments

for allotment to Government employees, 20% of the vacancies under public rental flats are allotted by the Minister for Hosing under discretionary quota.

Events under which the Quarters could be retained:

Government employees who are in occupation of Tamil Nadu Government Servants Rental Housing Scheme are allowed to retain the quarters in the following events.

On Transfer

A Government Servant who is transferred in the middle of the academic year whose children are studying in schools / colleges and other institutions are permitted to retain the apartment till the end of the academic year on payment of concessional rent, i.e., on payment of rent the rate at which rent was paid by him last. July to 31st May is reconed as academic year. If the allottee is transferred during the beginning of the academic year, 3 months period is allowed for retention of the quarters on payment of concessional rent.

ON RETIREMENT

1) Retention of Apartment.

A retired Government employee is allowed to retain the apartment allotted to him for a period not exceeding 3 months on payment of concessional rent, i.e., rent last paid by him while in service. If he wants to retain the apartment beyond 3 months, specific orders of Government have to be obtained. In that case

concessional rent or economic rent whichever is higher will be collected from him.

2. Transfer of apartment to spouse:

A retired Government employee whose spouse also happens to be a Government employee working in the same status / area, the apartment is transferred to him/her subject to the collection of rent fixed for the apartment based on the eligible pay range.

ON DEATH

1. Retention of Apartment

The family members of the Government Servant who die in harness are permitted to occupy the Government quarters for a period of 3 months on payment of concessional rent or till the end of the academic year whichever is later or payment of economic rent.

2. Transfer

The apartment under the occupation of Government Servant who die in harness is transferred to the family members of the deceased Government Servant when either the spouse, son or daughter is an eligible Government Servant subject to the payment of minimum rent fixed for the apartment or the percentage of basic pay plus House Rent Allowance whichever is higher.

ON TRAINING

The Government employee occupying apartment under the Tamil Nadu Government Servants Rental Housing Scheme, who is deputed for training and

whose period of training is treated as on duty is allowed to retain the apartment for a period not exceeding two years subject to the following conditions:-

- i) that the allottee's family alone should occupy the apartment.
- ii) that he should pay the concessional rent foregoing House Rent Allowance at City rate which he would draw had he continued to work in the City. The rent to be collected should on no account be lesser than the rent which was paid by him before his relief for the training.

Vacating the Apartment

The Government employees who own houses in the City and its neighbourhoods have to vacate the Government quarters allotted to them within two months of completion of the house.

Any violation or continued occupation beyond the permissible period attracts penal rent as laid down in the various Government Orders.

SCHOOL SITE / PUBLIC PURPOSE SITE / COMMERCIAL SITE

At present, Tamil Nadu Housing Board provides sites for school, Park, Play spaces etc., in all scheme areas.

(a) Allotment of School sites: The school sites are treated as saleable area and hence, a tender cum auction system is followed in sale of these sites. In Chennai City the upset price is fixed at 1.75 times of the ruling residential rate per ground in the year of allotment under each area and in mofussil area at 1.2 times of the Ruling Residential Rate. The site is allotted to the highest bidder in the tender cum open auction. The successful bidder should remit the cost for the entire land. In 50% of the land buildings can be constructed. The remaining 50% of the land should be kept open as play space.

(b) Conversion of School site / Public utility site / Commercial plot:

The Tamil Nadu Housing Board should not convert the sites earmarked in the layout for public purpose like schools, play grounds, parks, etc., into residential sites without prior permission / order of the Government. However the Tamil Nadu Housing Board has been permitted to take suitable action for conversion of unsold commercial, school and public purpose sites, which are unutilised without seeking orders of the Government. The Tamil Nadu Housing Board was however directed to obtain approval of the Board in respect of each case.

SHOPS / SHOP & COMMERCIAL SITES

Shops / Shop and Commercial sites are allotted by sealed tender cum public auction on out right purchase basis by the Tamil Nadu Housing Board. 15% of Shops / Shop and Commercial sites are reserved for allotment under Government Discretionary quota. For the plots allotted under Government Discretionary Quota the upset price is fixed at the average of the bids of 85% plots sold by the Tamil Nadu Housing Board in public auction.

ALLOTMENT OF PLOTS / FLATS / HOUSES

Tamil Nadu Housing Board formulates Housing Schemes viz. development of plots, construction of flats / houses etc. in various parts of Tamil Nadu.

Allotment by Board:

In these schemes, 85% of plots / flats / houses are allotted by Tamil Nadu Housing Board by drawal of lot as follows:

i) Scheduled Castes including Adi-Dravidars	18%
ii) Scheduled Tribes	1%
iii) State Government Servatns	18%
iv) Central Government Servants, Employees of Tamil Nadu Electricity Board and Local bodies	8%
v) Defence Service Personnel including ex-servicemen, widows of Defence personnel and members of GREF & INA personnel (Out of this 1% is reserved for allotment to ex-servicemen belonging to Tamil Nadu who are recipients of the gallantry awards such as Param Vir Chakra, Vir Chakra and Maha Vir Chakra)	7%
vi) Dhobies and Barbers	4%
vii) Working Journalists	3%
viii) Language Crusaders and Participants in State Border agitations	1%
ix) Fixed Depositors with Tamil Nadu Housing Board	8%
x) General Public	30%
xi) Employees of the Tamil Nadu Housing Board	2%

Allotment by Government:

The balance 15% of plots / flats / houses is reserved for allotment by Government under its Discretionary Quota for certain categories of people viz. Social Workers, Widows, Military Personnel, Government servants, etc.

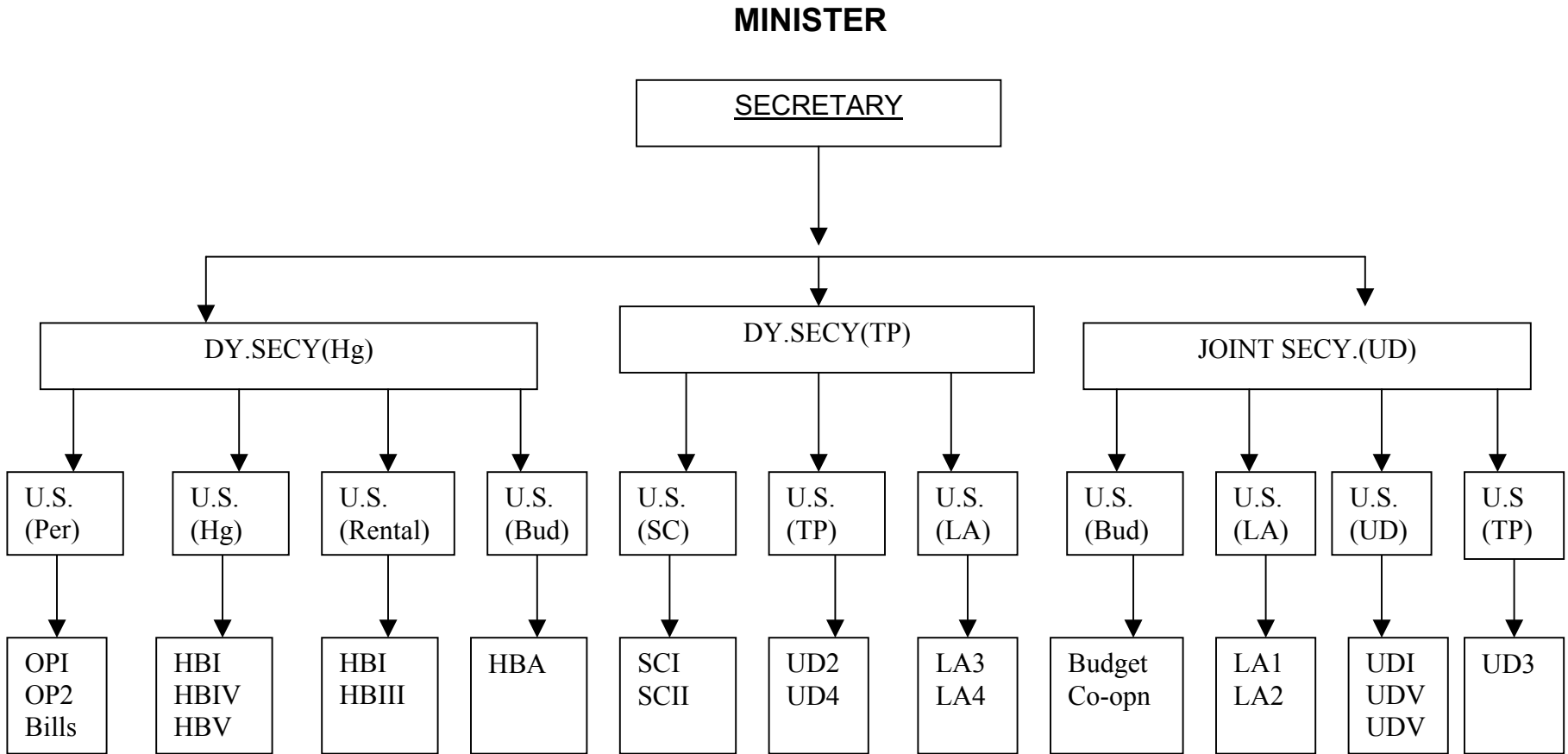
ACCOMMODATION CONTROL

1.1 The Tamil Nadu Building (Lease and Rent Control Act, 1960 as amended by Tamil Nadu Act 23 of 1973 comprises the objects as given below:-

1. Accommodation Control : Regulation of letting of Accommodation
2. Rent Control : Control of rents.
3. Eviction Control : Prevention of unreasonable eviction.

- 1.2 The Collector of Chennai is the Accommodation Controller in Chennai district and he is concerned with Accommodation Control. He is the Authorized Officer under the Act for administering the provisions contained in respect of letting accommodation. In districts, the Revenue Divisional Officers are functioning as Accommodation Controllers.
- 1.3 Under the Government tenancy, the Collector of Chennai in Chennai District and the Revenue Divisional Officers in other districts will be the Statutory Tenant for the houses requisitioned under the Act and also responsible for all aspects, such as payment of rents and maintenance of buildings in respect of these houses.
- 1.4 Now there are about 52 buildings under the Government Tenancy in Chennai district and 17 buildings in Coimbatore district. The Government are the tenants till the tenancy is terminated and possession handed over to the owner.

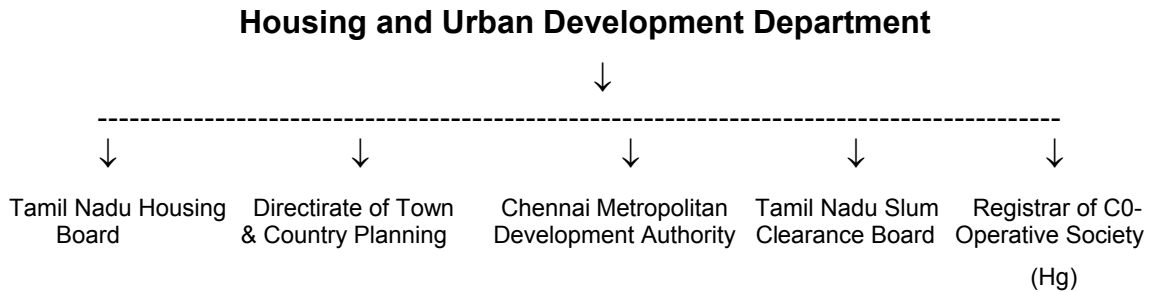
ii) Organization Chart:



The details of section and the subject dealt with by sections are given at page-77-103 of this manual.

(iii) Administrative Units:

A Chart depicting the administrative units under the Department is given below:-



The function of the Administrative units in brief are given below:-

1) Tamil Nadu Housing Board:

- 1.1 The main aim of Tamil Nadu Housing Board is to cater to the Housing needs of the people of different income groups such as Economically Weaker Section, Lower Income Group, Middle Income Group and Higher Income Group. Tamil Nadu Housing Board provides developed plots with all infrastructure facilities and individual houses and flats for all the income groups at affordable prices. Tamil Nadu Housing Board has been in the field of land development and construction of houses for the past 44 years. So far Tamil Nadu Housing Board has developed 3,93,684 housing units, out of which developed plots are 2,04,813 and balance 1,88,871 are houses and flats etc.
- 1.2 Tamil Nadu Housing Board reserves 18% to Schedule Caste and 1% to Schedule Tribes for allotment of the plots developed, houses/ flats constructed in all its schemes (except self financing scheme). This preferential allotment will be continued in future schemes also. The Tamil Nadu Housing Board has been implementing and maintaining rental- housing scheme for Tamil Nadu Government Employees. Tamil Nadu Housing Board has constructed 29,055 rental flats under above scheme.
- 1.3 Due to existence of large number of unsold stock of plots /houses/ flats, Tamil Nadu Housing Board has consciously decided not to take up new housing scheme and give thrust to disposing all the unsold stock of plots/ houses/ flats. Several marketing strategies like forming of separate sale teams in each division, participating in property fair/exhibitions, organizing sale camps in the offices of Government/ Public Sector Departments, announcing 1% discount on the amount paid to those who register in the property/ trade fairs and employing commission agents for the sale of houses/plots are adopted. As a special marketing initiative, approval of high level committee was

obtained for reducing the prices of plots/houses in certain select schemes by rolling back to the original price by removing capitalization of interest. Further reduction of prices, in addition to removal of capitalization was also got approved for the disposal of stock. By means of the special steps taken, plots/houses/flats to a value of Rs.517.45 Crore have so far been sold since 1.4.2001 and effective steps are continued for disposal of balance available stock also.

- 1.4 The mandatory condition of construction of house in the plots allotted, for the issue of sale deed hitherto imposed by the Board has also been withdrawn by Government order dated 25.9.2003. This was done with a good objective of facilitating the allottees to expeditiously obtain sale deed on payment of full cost. Accordingly, 16452 sale deeds have been issued to the allottees from October 2003 to December 2004.
- 1.5 The Government constituted a committee in October 2003 to implement computerization in Tamil Nadu Housing Board. In this process, computerization of 1,46,000 allottees records were completed and e- banking system has been introduced to enable the allottees to pay their dues to Tamil Nadu Housing Board at any branch convenient to them. Computerization of land acquisition records is nearing completion. The work is in progress in implementing integrated Financial Accounting System in Tamil Nadu Housing Board. Action is being taken to give on-site training to all staff of Tamil Nadu Housing Board by engaging reputed training firm. Required additional latest computer systems are being procured for various offices of Tamil Nadu Housing Board to meet the current requirement.

Name of the Managing Director	Thiru. V. KANNUCHAMY, I.A.S.,
Office Address	Tamil Nadu Housing Board Nandanam, Chennai-35.
Telephone No.	Office : 23340266 –200 Resi 26534748
Web site	tnhbcomputer @ Yahoo.com.

DIRECTORATE OF TOWN AND COUNTRY PLANNING

I)

- 1.1 Urbanisation in Tamilnadu is likely to accelerate further in the coming decade and reach a staggering figure of 30 million by 2011, representing more than 50% of the total estimated population of the State. This assessment is further supported by the trend of urbanization in the past decades which shows that urbanization in Tamil Nadu is much faster than the average growth rate of the country as a whole. The Tamil Nadu Urban settlement system has displayed a consistent steadiness in terms of urban primacy.
- 1.2 Besides Chennai, the agglomeration of Coimbatore, Trichy, Madurai Vellore and Erode recorded higher rate of growth in population. The growth of population had been higher in the peripheral areas than in the core city. This phenomena is common for all the district Head quarters and some medium towns.
- 1.3 The land /man ratio in Tamil Nadu is low compared to other states of the Country. This ratio was 0.23 Hectare/person in the year 1991 and it is now reduced to 0.20 in the year 2001 and is likely to go down to 0.17 in the year 2011. This declining ratio will cause serious implication both for urban and rural sector, particularly on urban economy, social and economic infrastructure, and quality of life. Thus there is an urgent need to utilize the land to the optimum level. For housing alone about 91,000 hectares of land will be needed by the year 2010. It has been assessed that for every million additional population of State, about 14,000 hectare of land is needed for housing and concomitant uses.
- 1.4 Urbanisation provides positive contribution to economic growth only when cities generate economic momentum with their expanding economic base and increased productivity. While the objective of any urban development

strategy is to create conditions which will make urban settlements economically vibrant, the resource constraint has to be overcome by adopting a judicious investment. As our resources are limited, apportioning the available resources to all the cities and towns will have very less impact. On the other hand, the scarce resources can be invested in a set of select centers keeping in view, the objectives of efficiency and balanced development of the region of the State.

2. MASTER PLANS AND NEW TOWN DEVELOPMENT PLANS

- 1.5 Hitherto 108 Master Plans and 6 New Town Development Plans (NTD Plan) have been prepared covering almost all the municipal areas existing during the year 2003-04. During the year 2004-05 six Master Plans, one New Town Development Plans have been taken up for review along with preparation of fresh Master Plans for other three towns. The Plan preparation is under progress. It is proposed to take up review and preparation of ten Master Plans during the year 2005-06.

3. DETAILED DEVELOPMENT PLANS

- 1.6 This Department has prepared Master Plans for almost all class-1 towns having population of more than 1,00,000 except Tirunelveli for which also the plan is under preparation. Master Plan is a macro level plan and has been prepared for all class-1 towns and therefore the next focus should be to prepare micro level plan viz. Detailed Development Plan (DD Plan) for the class-1 towns. Fifty DD plans have been taken up for preparation during the year 2004-05 and the work is under progress. As it is felt important to give a thrust to prepare more number of DD Plans in the years to come, so as to cover rapidly developing areas of class-1 towns and all major towns, it is proposed to prepare at least one hundred DD plans during the year 2005-06.

4. SPECIAL PLANS AND ON GOING SCHEMES

Heritage Town Development plans

- 1.7 The programme for implementation of development projects at heritage towns/places is being implemented out of 11 places notified during 2002-03 5 towns during 2003-05 and nine heritage towns/places during the year 2004-05 with a total grant funding assistance under Town and Country Planning Development Fund at the maximum of Rs.50.00 lakhs to each town. Notification of further more heritage towns has also been undertaken during 2004-05. It has been proposed to continue to implement this programme in 11 more heritage towns/places including Mannargudi and Pillayarpati during the year 2005-06.

Traffic Management Plans

- 1.8 The scheme of implementation of traffic improvement project under grant component assistance to a tune of Rs.50.00 lakhs to each of the five municipal corporations (except Chennai) and to a tune of Rs.25.00 lakhs to each of ten municipalities have been taken up under funding from Town and Country Planning Development Fund during 2004-05 and the same will be continued to be implemented during 2005-06 in respect of 10 more Municipalities. Orders have been issued in G.O.Ms.No.344-353, Housing and Urban Development Department dt.15.11.2005

Implementation of Statutory plans through Seed Capital Programme

- 1.9 Under the scheme of Seed Capital Assistance, five towns have been taken up for implementation of proposals contemplated in the Master Plans, DD Plans/NTD Plans at a total grant amount of rupees one crore during the year 2004-05. It is proposed to take up five more towns under this programme during the year 2005-06 at the total grant funding assistance of rupees one crore.

1.10 The Scheme of providing funds to improve the parks at the rate of maximum of Rs.1.25 lakhs as grant to each park has been taken up during the year 2004-05 at a total cost of Rs.12.50 lakhs and the works are under progress. It is proposed to continue this programme in ten more urban local bodies during the year 2005-06 at the total grant funding assistance of Rs.12.50 lakhs.

5. SPECIAL SCHEME

Geographical Information System for preparation of development plants

1.11 With a view to have an integrated urban information database for the country, Government of India (GOI) has proposed to develop National Urban Information System (NUIS) and GOI have proposed to contribute 70% of the cost of digitization of maps and creation of data base etc., for 6 towns in Tamil Nadu. As per the revised cost estimate, a total amount of Rs.13.44 lakhs would only be required as State's share. Formal clearance is still awaited from Government of India and as and when it is received State's share need to be released. Therefore, it is proposed to allocate an amount of Rs.13.44 lakhs for this purpose for the year 2005-06.

Development Control Rules

1.12 It is a long felt need to prepare Development Control Rules for the State of TamilNadu in the areas covered other than Chennai Metropolitan Area. The function of the Administrative units in brief are given below:-

Name of the Director	Thiru.A.S.Jeevarathinam, I.A.S.,
Office Address	Directorate of Town & Country Planning No.807, Anna Salai, Chennai-600 002.
Telephone No.	Office 28521495 Fax 2852 0582
Mail ID	dtcp @ vsnl.com

CHENNAI METROPOLITAN DEVELOPMENT AUTHORITY

INTRODUCTION:

- 1.1 Chennai can be best described as a city with a unique and harmonious blend of tradition and modernity. From a small trading Port established at Fort St. George in 1639 by the English East India Company it has grown to be the largest city in the southern region and one of the four national cities in India with a population of 43.4 lakhs as per 2001 census.

- 1.2 Chennai Metropolitan Development Authority is a statutory body constituted under the T.N. T & CP Act 1971. It was initially set up as an adhoc body by G.O.Ms.No. 2380 RDLA Department dated 31.11.1972 and it became a statutory Authority on 07/03/1975. Now it is attached to Housing and Urban Development Department, Government of Tamil Nadu Chennai Metropolitan Development Authority has jurisdiction over the Chennai Metropolitan Area. The policy of Metropolitan Development of Chennai has to take cognizance of challenges in fulfilling their infrastructure requirements of the fast growing urban population and find solutions to solve them by upgrading the urban infrastructure and civic services. The Chennai Metropolitan Development Authority in its endeavour to implement the policies of the Government, has proposed a number of measures to improve traffic and transportation, strengthen infrastructural facilities and upgrade the existing civic services. The projects taken up by Chennai Metropolitan Development Authority are given below along with their progress.

CHENNAI METROPOLITAN DEVELOPMENT PLAN:

- 1.3 In order to upgrade the infrastructure on a fast track mode, the Chennai Metropolitan Development Authority has prepared an infrastructure investment plan for the Chennai Metropolitan Area Viz., Chennai Metropolitan Development Plan and the plan has been implemented

since 2003. In the Sectors of Transport, Electricity, Housing, Water Supply and Sewerage, Drainage and Solid Waste Management etc. Infrastructure is planned to be provided / upgraded.

- 1.4 The expenditure in 2003-04 under this plan was Rs. 1322 crores. An amount of Rs.1673 crores is allotted for these projects in 2004-05. The projects are implemented through Tamil Nadu Electricity Board, Chennai Metropolitan Water Supply and Sewerage Board, Public Works Department, Highways, Chennai Corporation, Commissioner of Municipal Administration, Director of Rural Development and Director of Special Village Panchayats, Tamil Nadu Housing Board, Tamil Nadu Slum Clearance Board etc.
- 1.5 In the medium term plan for the period 2004-07, an investment of Rs. 8233.73 crores is expected to be made towards creation of infrastructure facilities. The expenditure proposed for investment for 2005-06 is Rs. 2054.09 crores.

2) (a) MASS RAPID TRANSIT SYSTEM – PHASE-II

- 1.6 The Mass Rapid Transit System (Phase-1) from Beach to Thirumylai is already in operation. The MRTS from Thirumylai to Velachery under Phase-II for a length of 11.17 km. at an estimated cost of Rs. 706 crores is being implemented in full swing and has been partially commissioned for a distance of 5 km up to Thiruvanmiyur since January 2004. The Government of Tamil Nadu are bearing 67% of the cost of the project and the Government of India is bearing the remaining 33% of the cost of the project. So far the Government of Tamil Nadu have contributed a sum of Rs. 435.5 crores as grant towards Government of Tamil Nadu's share. The expenditure incurred so far is Rs.552.32 crores.

(b) MASS RAPID TRANSIT SYSTEM – EXTENSION OF PHASE-II

- 1.7 Recognising the fact that the impact of the MRTS can be felt only if the system is extended at least up to St. Thomas Mount to complete a rail loop, it has been decided to extend the MRTS from Velachery to St. Thomas Mount covering a distance of 5 KM at an estimated cost of

Rs.416 crores. The Government of Tamil Nadu have already taken up with the Government of India for joint implementation of the project with the cost sharing formula of 67% by Government of Tamil Nadu and 33% by Government of India.

3) OUTER RING ROAD

- 1.8 The Chennai Metropolitan Development Authority (CMDA) is planning the formation of Outer Ring Road (ORR) on the fringe of Chennai Metropolitan Area (CMA) to ease the traffic congestion in the city. The Government have approved the formation of the Outer Ring Road in the year 1993 connecting Chennai-Trichy Road (GST Road) Chennai-Bangalore Road (GWT Road), Chennai-Thiruvallur High Road, (CTH Road), Chennai-Nellore Road (GNT Road) and Thiruvottiyur Ponneri-Panjetty Road (TPP Road). The length of the proposed ORR is about 62 km., connecting Vandallur in the South and Minjur in the North. The road will be formed for a width of 220 ft with provision for developing commercial complexes along both sides of the road. Considering this the provision for acquiring 400 ft. depth of road is under consideration. In the first phase, the land acquisition process is almost completed.
- 1.9 For the second phase, the total land required would be 454 hectares. Out of this 277 hectares have to be acquired from private land owners and 177 hectares belong to the various Government Departments. Out of 53 units (22 villages), 4(1) notification was issued for 47 units and 5(a) enquiry conducted . Award enquiry was conducted for 11 units and award passed for 8 units.
- 1.10 As a pre-requisite for formation of ORR with private participation, preparation of feasibility report is entrusted to Tamil Nadu Road Development Corporation and it is in the final stage.

4) COMPREHENSIVE TRAFFIC AND TRANSPORTATION STUDY

1.11 1.11 A three-month study at a cost of Rs.15 lakhs commissioned in February-April with the assistance of World Bank to update the travel projections of Comprehensive Traffic and Transportation Study carried out earlier in 1992 –95 for validating the schemes identified in the Chennai Metropolitan Development Plan was completed in September 2004. The short and medium term schemes validated through the study, estimated at Rs. 760 crores have been posed for funding by the World Bank under the proposed TNUDP-III.

5) TNUDP – III

1.12 In tandem with the other measures taken by the Government of Tamil Nadu to mitigate the increasing transportation problems of the Chennai Metropolitan Area, the Chennai Metropolitan Development Authority has proposed to undertake a five year project with the World Bank assistance at an estimated cost of Rs. 760 crores from 2005-2010. The medium term measures aimed at relieving traffic congestion by removing major bottlenecks in the urban road and rail network include widening and strengthening of many links in the urban arterial network particularly in the CMA, replacing the road – rail level crossing with underpasses/overpasses, improving the road safety and air quality by construction of pedestrian subways, installing traffic control and enforcement measures etc.

6) URBAN LAND MARKET ASSESSMENT STUDY FOR CHENNAI METROPOLITAN AREA

1.13 With the World Bank technical assistance, the Chennai Metropolitan Development Authority is carrying out a comprehensive Land Market Assessment Study for Chennai in order to conduct a regulatory audit of

land use planning control for Chennai Metropolitan Area. This exercise is being carried out with technical assistance of Rs.36 lakhs. The Geography Department of University of Madras is involved in carrying out the survey part of the study.

- 1.14 The scope of the study includes the assessment of land conversion trends, direction of growth and estimating demand and supply of land for urban developments. The exercise is to develop a system to understand the real estate market, land management, urban planning, infrastructure planning and urban economic reforms. The study will be completed by June 2006.

7) MARINA BEACH DEVELOPMENT PLAN

- 1.15 As part of the plan for beautification of Marina Beach, mechanical cleaning of the beach is implemented from September 2003. It has been planned to provide for improved walkways, additional parking spaces for vehicles, children play spaces, high mass lights, landscaping and police patrolling for security etc. and the projects are implemented through the concerned Departments / Agencies. In order to plan continuously and implement the projects, the State Beach Management Authority under the Chairmanship of Hon'ble Chief Minister has been set up. The Chennai Metro Beach Committee under the Chairmanship of Hon'ble Minister for Public Works meet periodically and take decisions for implementation of the projects.

8) LOCAL BODY ASSISTANCE PROGRAMME/COMMUNITY BASED ENVIRONMENT AND DEVELOPMENT PROJECT

- 1.16 Chennai Metropolitan Development Authority is giving grant assistance to Local Bodies within Chennai Metropolitan Area (CMA), in order to improve infrastructure facilities like roads, street lights, improvement of burial grounds, purchase of vehicles for water supply, sewage disposal and solid

waste management. The grant assistance is given through Local Bodies Assistance Programme and Community based Environment and Development Programme. In 2004-2005 Chennai Metropolitan Development Authority has allotted Rs.2.5 crores for the grant assistance.

1.17 In LAP 90% grant for the project is given and the balance 10% is contributed by the Local Bodies. Under CBED, local bodies are provided with 80 % of the amount as grant for improving parks, burial grounds environment in schools, provision of storm water drains desilting of ponds and tanks, tree planting etc. with the local bodies contribution of 10% and Community contribution of 10%

1.18 For the financial year 2005-06, CMDA has proposed to allocate Rs.3.00 crores for the above projects.

9) BIO METHANATION PLANT PROJECT AT KOYAMBEDU WHOLESALE MARKET COMPLEX

1.19 The Koyambedu Wholesale Market Complex is generating 80 tons of organic waste per day. This waste is now taken up by Chennai Corporation for disposal. A pilot project to produce power out of vegetable waste has been promoted by the Chennai Metropolitan Development Authority at KWMC at a cost of Rs.5.00 crores with the financial assistance from the Central Government. This plant will handle 30 tons per day of vegetable waste and produce about 17.20 lakhs units per annum. The works are nearing completion and the plant will be put in to operation shortly.

10) PARKING STUDY FOR CHENNAI METROPOLITAN AREA

1.20 Provision of adequate parking spaces at demand locations is an essential part of urban planning. Accordingly, a detailed parking study was carried out by the Consultancy firm, M/s. Wilbur Smith Associates Private Ltd., Chennai, encompassing the demand and supply levels, critical issues,

management solutions and regulations to evolve an effective parking policy for Chennai Metropolitan Area.

- 1.21 The consultant in the study had identified 9 priority areas (for both Multi Level Parking, as well as On-Street and Off-street parking arrangements) within the Chennai Metropolitan Area M/s. MECON Ltd., (Government of India Enterprise) had approached the Chennai Metropolitan Development Authority for execution of certain projects of this nature, since they have very good expertise in this field. The Chennai Metropolitan Development Authority had decided to prepare Detailed Project Report for six locations within the Chennai Metropolitan Area (1. Broadway Bus Stand, 2. MUC Ground in CBD, 3. Strip of land-East of Panagal park, 4. Existing Bus Terminal at T.Nagar Bus Stand, 5. Government Estate at Anna Salai and Walaja Road Junction, 6. MTC Workshop at Pattulas Road).

The function of the administrative unit in brief are given below:-

Name of the Member Secretary	Thiru. M. Malik Ferozekhan, I.A.S.,
Office Address	Thalamuthu Natarajan Building CHENNAI-8
Telephone No.	Office 28414855 Fax 2852 3416
Mail ID	mscmda @ vsnl.com

TAMIL NADU SLUM CLEARANCE BOARD

1.1 The Tamil Nadu Slum Clearance Board is implementing various programmes for clearing and improving the urban slum areas in Tamil nadu.

POLICY ON SLUMS

- a. To clear the slums in congested unhygienic urban areas and to contract tenements.
- b. To identify slums and provide basic facilities for ideal habitation.
- c. To construct tenements under rehabilitation & resettlement programme.

A Chairman, Managing Director and 9 Directors representing various departments of the Government constitute the Board.

Name of Managing Director	Thiru Ambuj Sharma, I.A.S.,
Address	No. 5, Kamarajar Salai, Chennai 5
Telephone Nos.	Office 284444901 Res.: 284408181
Website	tnscb@data one.in

1.2 Tamil Nadu Slum Clearance Board has proposed to implement the following schemes during 2005-06 to ameliorate the living conditions of the urban slum families in Tamil Nadu:-

1. SLUM CLEARANCE SCHEME

Under the Slum Clearance scheme for construction of storeyed tenements with adequate infrastructure like water supply, sewerage, roads and street lights in dense urban slums and to rehouse the slum families in self contained hygienic tenements in the same place it is proposed to construct 552 tenements at Ghouse Mohideenpet in Chennai at a cost of Rs.6.90 crores during 2005-06 with a Government grant of Rs.3.45 crores and a loan assistance under MCP from TUFIDCO will be obtained by Tamil Nadu Slum Clearance Board and repayable by the Government. The remaining funds required for this scheme will be obtained as Government of India's Vambay grant

2. REHABILITATION AND RESETTLEMENT OF THE SLUM FAMILIES LIVING IN OBJECTIONABLE AREAS IN CHENNAI CITY

The following programmes are proposed for the year 2005-06 under Rehabilitation and Resettlement of the slum families living in objectionable locations in mega cities.

a) FLOOR ALLEVIATION PROGRAMME CONSTRUCTION OF HOUSES FOR THE SLUM FAMILIES LIVING ON THE RIVER MARGINS AND POSING HINDRANCE TO DESILTING WORKS.

The Tamil Nadu Slum Clearance Board and Public Works Department have jointly identified 33,313 families living on river margins and 8164 slum families squatting on the river margins in Chennai to be shifted to facilitate the immediate desilting operations by the Public Works Department under Flood Alleviation Programme. It is proposed to resettle these slum families in storeyed tenements in near by places to enable the Public Works Department to carryout desilting works. As part of the programme to resettle 8164 slum families, Tamil Nadu Slum Clearance Board has already completed the construction of 3000 tenements in Okkium Thuraipakkam at a cost of Rs.26.23 crore and allotted to the slum families living on river margins in Chennai city. Besides, utilizing

Rs.1.27 crore savings available under this component. Tamil nadu Slum Clearance Board has planned to construct 108 tenements at a cost of Rs.1.27 crore in Semmencheri. This programme will be completed in 2005-06 and allotted to the slum families living on river margins and posing hindrance to the desilting operations.

b) CHENNAI METROPOLITAN AREA INFRASTRUCTURE DEVELOPMENT PLAN

CONSTRUCTION OF TENEMENTS AT SEMMENCHERI

In order to resettle the remaining 5164 slum families squatting on river margins and posing hindrance to the immediate desilting operations. Tamil Nadu Slum Clearance Board has been constructing 5164 tenements (having a plinth area of 21 Sq.mt each) at a total cost of Rs. 67.13 crore adopting the following funding pattern.

a)	Government grant		Rs. 20.00 crore
b)	Mega City Programme Loan		Rs.25.82 crore
c)	Govt. of India VAMBAY grant		Rs. 15.49 crore
d)	NSDP grant		Rs. 5.82 crore
	Total		Rs. 67.13 crore

The slum families squatting on river margins and living in unhygienic conditions will be resettled in these tenements. The construction of tennements has been completed.

c) REHABILITATION AND RESETTLEMENT OF THE REMAINING 25149 SLUM FAMILIES LIVING ON RIVER MARGINS – Construction of 3404 tenements at Okkium Thuraipakkam, Semmencheri and Bharathi Nagar.

The Tamil Nadu Slum Clearance Board has programmed to take up the construction of tenements in Chennai Metropolitan Area to resettle the remaining 25149 slum families who are living on the river margins in Chennai city and to construct 3404 tenements at Okkium Thuraipakkam. Semmencheri near Chennai and Bharathi Nagar. As part of this programme, Tamil Nadu Slum Clearance Board has been constructing 1404 tenements in Semmencheri at a cost of Rs.18.25 crore. The construction of tenements have been completed. The work of construction of 2000 tenements at a cost of Rs.26.00 crore in Okkium Thuraipakkam and Bharathi Nagar has been taken up during 2005-06. A budgetary support of Rs.20.00 crore has also been made for the Rehabilitation and Resettlement Programme for the year 2005-06 under Chennai Metropolitan Development Plan.

3. CONSTRUCTION OF INDIVIDUAL HOUSES – VALMIKI AMBEDKAR HOUSING PROGRAMME

VAMBAY

It is programmed to take up the construction of an additional 5000 individual houses under Vambay programme during 2005-06 in the urban slum areas in Tamil Nadu. This programme will be commenced during the year 2005-06 and completed in 2006-07.

4. a. REPAIRS AND RENEWALS TO THE SLUM TENEMENTS – VAMBAY SHELTER UPGRADATION PROGRAMME

The tenements constructed by the TNSCB in Chennai and other towns are subjected to structural repairs like damages to roof slab, staircases, balconies, landing slabs etc.

The Tamil Nadu Slum Clearance Board has now proposed to carry out additional structural repairs and renewal works for the slum tenements in Chennai and other towns at a total cost of Rs.19.00 crores. The funds required for this programme has been mobilised as follows.

The works are in progress

1.	GOI grant under VAMBAY	-	Rs. 9.50 crore
2.	Institutional loan (repayable by TNSCB)	-	Rs. 9.50 crore

			Rs.19.00 crore

b. **CONSTITUTENCY DEVELOPMENT FUND**

It is programmed to implement repairs and renewal works to the slum tenements at a cost of Rs.2.00 crore utilizing the Constituency Development Fund during the year 2005-06. The works are in progress.

5. **URBAN RENEWAL SCHEME**

To augment the resources for the maintenance of the tenements, TNSCB has been constructing commercial complexes and MIG flats at Vantage locations in Chennai and other major towns in Tamil Nadu. These commercial complexes are constructed on the small extent of left over lands, rendered surplus after constructing adequate number of tenements for the slum families in the same area. The surplus income generated under this programme is utilized for the maintenance of slum tenements. These programmes have been implemented out of the institutional loan assistance and the repayment of the loan is taken care of by Tamil Nadu Slum Clearance Board.

The Tamil Nadu Slum Clearance Board has taken up the construction of 30 individual houses at a cost of Rs.1.05 crore in Thirunelveli and the work has been completed.

6. **RAIN WATER HARVESTING SYSTEMS**

The Tamil Nadu Slum Clearance Board has programmed to implement the Rain Water Harvesting measures in its schemes and to spend Rs.25.00 lakhs for this programme during 2005-06. The works are in progress in ongoing schemes.

7. SPECIAL COMPONENT PLAN 2005-06

SCHEMES PROPOSED FOR THE SCHEDULED CASTE SLUM FAMILIES IN URBAN AREAS

The Tamil Nadu Slum Clearance Board has been implementing various housing programmes to ameliorate the living conditions of the urban slum families in Tamil Nadu. It is estimated that 60% of the slum families belonging to Scheduled Castes will be benefited through the various major housing programmes to be implemented by Tamil Nadu Slum Clearance Board during 2005-06. The details are as follows:.

SPECIAL COMPONENT PLAN – 2005-06

Physical: Tenements/houses

Financial: Rs. In Crore

Sl.No.	Name of the Scheme	Total		Flow to SCP	
		Phy	Fin	Phy	Fin
1	Rehabilitation and Resettlement of the slum families living on seashore and river margins in Chennai city	2000	26.00	1200	15.60
2	Construction of individual houses in urban slum in Tamil Nadu	5000	23.30	3000	13.98
3	Construction of tenements at GM Pet in Chennai under slum clearance	552	6.90	331	4.14
4	Chennai Metropolitan Development Plan- construction of tenements to resettle the slum families living on river margins	1404	18.25	842	10.95
	Total	8956	74.45	5373	44.67

4. COOPERATIVE HOUSING

COOPERATIVE HOUSING SOCIETIES

- 1.1 It is the motto and policy of the Government to provide “a house for each family” in Tamil Nadu. The Housing Cooperative Societies plan an important role in achieving the above object 1253 Cooperative Societies comprising 196 Taluk Cooperative Housing Societies and 1057 Urban Cooperative Housing Societies and a State Level Apex Institution, namely “ The Tamil Nadu Cooperative Housing Federation Ltd.” Chennai are

functioning to cater to the housing needs of members in urban and rural areas.

Office address : Thiru R.M. Jagannathan, M.A. H.D.C.,

Registrar of Co-operative Societies (Hg.)

79, 4th Main Road, Gandhinagar, Adyar, Chennai 20

Telephone Nos.: 24410890 Fax 24410890

E-mail : <http://www.tn.govt.in-rti>

MANAGEMENT

- 1.2 In order to ensure unbiased management of housing cooperatives Special Officers were appointed with effect from 25.5.2001 in the Primary Cooperative Housing Societies. The Management of these societies will be restored observing the principles of democratic norms as early as possible.

SCHEMES IMPLEMENTED THROUGH COOPERATIVE HOUSING SOCIETIES

1. Rural Housing Scheme for Economically Weaker Section.
2. Special Housing Scheme for Economically Weaker Sections in Urban Areas.
3. LIG, MIG Schemes in Rural areas.
4. Urban Housing Schemes.
5. Valmiki Ambedkar Awas Yojana (VAMBAY) Scheme.
6. Repairs and Renewal of existing houses.

ACHIEVEMENT OF HOUSING COOPERATIVES

- 1.3 The Tamil Nadu Cooperative Housing Federation has so far extended loan facilities to the extent of Rs.4298.75 crores to the members of the Primary Cooperative Housing Societies for construction of 11,36,646 houses as detailed below:

Sl.No.	Name of the Scheme	Houses constructed as on 31.12.2004	Loan issued (Rs.in crores)
(1)	(2)	(3)	(4)
1	EWS – Rural Housing Scheme	6,27,108	413.25
2	EWS- Urban Housing Scheme	28,088	68.33

3	LIG & MIG Scheme in rural areas	88,706	529.14
4	Urban Housing Scheme	3,11,024	3035.29
5	Samathuvapuram Scheme	8,257	7.73
6	VAMBAY Scheme	7,397	27.63
7	Repairs and Renewal Scheme	59,147	52.06
8	Mortgage loan	6,919	165.32
	Total	11,36,646	4298.75

Projection for 2005-2006

1.4 It is proposed to finance Rs.100.00 crores for construction of 6000 new houses in urban areas under Urban Housing Scheme during the year 2005-2006.

Hosing and Urban Development Department

Powers and duties of officers and employees

Under Section 4(1)(b)(ii) of Right to Information Act,2005

This Department is headed by the Secretary to the Government of Tamil Nadu, who is a senior IAS Officer. The Secretary is the administrative head of the Department and principal adviser to the Minister (Hg & U.D.,) on all matters of policy and administration relating to this Department. He is assisted by one Joint Secretary and three Deputy Secretaries and eight Under Secretaries. The Officers and Employees of this Department exercise the administrative and financial powers as laid down in the Secretariat Office Manual and Tamil Nadu Financial code. This Department is responsible for formulation of policies of the Government in respect of welfare of formulating and implementing schemes to provide reasonable & adequate shelter to people in different income groups in Tamil Nadu and also for the execution and review of these policies. The powers and duties of the officers in the department of Secretariat are indicated below:-

A. Secretary to Government

The Secretary is the head of office. He is responsible for the careful observance of the Business Rules and secretariat Instructions in the transaction of the business in the department. He exercises general supervision and control over the staff under him including Joint Secretary, Deputy Secretary and Under Secretary and is responsible for seeing that the members of the staff do the work allotted to them efficiently and expeditiously. Policy matters and all important matter should be dealt with in consultation with the Secretary who will be in over all charge of the Department.

B. Joint Secretary / Deputy Secretary

The Joint Secretary / Deputy Secretary will deal with cases relating to the subjects allotted and submit to Secretary such cases as may be specified. They can send cases for orders direct to the Minister with reference to the general directions of the Secretary. The Joint Secretary / Deputy Secretary also exercises control over the

sections placed in her/his charge both in regard to dispatch of business and in regard to discipline.

C. Under Secretary

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

2. This Department consists of 23 sections and the functioning of these section is tabulated below:-

SI.No	Sections	Details of subjects dealt with
1.	O.P. 1	<p>All Establishment. Matters relating to Section Officers and Assistant Section Officers – Preparation of acting arrangement – Sanction of staff continuance and permanent retention of staff of the entire Department – Deputation and training in respect of Section Officers and Assistant Section Officers and sanction of TTA and T.A. – Preparation of confidential Report of Section Officers / Assistant Section Officers.</p> <p>All Establishment Matters relating to Officers / Private Secretary / Personal Assistant / Personal Clerks / Typists / Assistants – Deputation and training in respect of Officers / Private secretary / Personal Assistant / Typists / Assistants. Tour Advance and pay advance for the above staffs – Printing of Index and other Miscellaneous matters relating to Establishment matters of OPI Section. Furnishing of Confidential Report for the Under Secretaries to Public (SC) / P & AR (Q) Departments.</p>
2.	OP 2	<p>Supply of Stationery, furniture – Typewriters etc., Preparation of contingent T.A./ Telephone bills - staff car, Air travel Bills settlement and related matters of Officials – Accommodation of staff and Officers in Tamil Nadu Guest House – Accommodation to Audit parties – Consolidation of Half Yearly Business Statement – Number statement – Reimbursement of medical claims of all the</p>

		<p>staff / Officers of the Department – Establishment matters of sanitary workers in the Department.</p> <p>Establishment of Office Assistant, Record Assistant and Record Clerks – Sanction of GPF Vehicle Advance, HBA and all other advances to the staff of the Department. Sanction of HBA / HDFC loan in respect of Housing & U.D. Department staff from the category of O.A. to D.S./Joint Secretary, (non I.A.S.) and allied matters.</p>
3	Bills	<p>Preparation of main bills – Supplementary bills including Officers contingent bills including Telephone bills – increment certificate check – Issue of LPC – Issue of Non- Drawal Certificate – Travel Expenses – LTC Festival Advance – Education advance – Tour Advances – Vehicle Advance – HBA – petrol Register – Reconciliation of Departmental figures.</p> <p>GPF eligibility and Bills – professional taxes – leave eligibility and entry other entry files – U.O. files receipt and return – missing credit GPF and other loans and advances – MRB including officers Registers posting with assistance of S.O. Cash / Cheque payment other than main bills – maintenance of cash book with the assistance of S.O. – maintenance and stitching of paid vouchers with the assistance of Section Officer – Receipt of cash from the Bank (above Rs.1000/-) for payment.</p>
4	HBA	<p>Budget and monitoring of HBA Schemes – Allocation of funds to A.I.S. Officers / Secretariat Employees other Government servants and Panchayat / Union School Teachers – HBA rules and regulation clarifications – HDFC/CAN Finance / Schemes –a control of Expre / Receipts and watching of progress –Reconciliation of HBA Funds – Sanction of posts and continuance of staff in the collectorates dealing with the subject HBA – waiver of Recovery of HBA in respect of staff of Secretariat All General clarifications in respect of HBA.</p>

		<p>Allotment of rental houses to Government servants on out of turn basis in Coimbatore, Trichy, Hosur, Tiruvannamalai Korattur, Erode, Tirunelveli. All Matters relating to Accommodation Control including Budget relating to Accommodation Control Act.</p> <p>Collection of Statistics in respect of Housing Scheme.</p>
5	HB II	<p>Allotment of TNGSRHS in Chennai City from the pay range of Rs.9,100/- and above – allotment of TNGSRHS Flats to I.A.S./IFS/IPS Officers in Chennai City Economic rent to TNHB.</p> <p>Allotment of apartment under 20% PWD quota at Tod-hunter Nagar – Allotment of apartment under 20% Teachers' Quota at Tod-hunter Nagar – Allotment of Rental apartments to journalist in Chennai City – Allotment of Flats / houses under Public rental in Chennai City. Allotment of Apartments under TNGRHS in the pay range of Rs.5,300/- to Rs.9,098/-</p>
6	HB III	<p>Allotment of TNGSRHS in Chennai City from the pay range of Rs.2,759/- to Rs.3,999/- and related issues, Framing and amending rules governing allotment of rental quarters – General questions relating to allotment and fixation of rent in respect of quarters under TNGSRHS.</p> <p>Allotment of TNGSRHS in Chennai from the range of Rs.4,000/- to Rs.5,299/- and related issues. Allotment TNGRHS quarters for allotment in Madurai, Salem, Vellore, Ramanathapuram, Villupuram and Thanjavur Housing Units and general policy matters relating to all mofussil units in respect of TNGSRHS.</p>
7	UD II	<p>Establishment Matters relating to all Gazetted and non-Gazetted technical posts and Ministerial staffs in Town and Country planning Department – Conducting of periodical meeting with service Association in T & CP and related issues – Framing of Service rules for all the technical posts in Town and Country Planning</p>

		<p>Department – Review of compulsory retirement under FR 56(2) – Deputation of Officers to other Departments / bodies etc., All disciplinary matters and vigilance cases in respect of the technical posts in the Town and Country Planning Department and appeals and Tribunal cases related thereto.</p>
8	UD IV	<p>Town and Country Planning Act, 1971 and amendments – appeals with reference to planning permission in mofussil areas re-classification of land use – variations to land ;uses – appeal petitions on violation of schemes.</p> <p>IUDP – Constitution of Notification of local planning area and New Town Development Area and allied matters. Approval of Master Plan and review of Master plans – Town and Country Planning and Allied matters – Board meeting – cut motions relating to Demand No.25 – Conservation of Heritage Buildings Miscellaneous matters relating to this section. – Government Exhibitions – Miscellaneous matters relating to Town and Country Planning Miscellaneous matters relting to T & CP – Hill Area Conservation Authority.</p>
9	HB IV	<p>All the schemes of T.N.H.B. under section 53(2), 49 and 152 of TNHB Act, 1961 Mortgage / Guarantee – Sanction / Exemption of the schemes – L.A.Q. – Assurance in this scheme area – Land Acquisition on private negotiation and tenders relating to the above schemes – PUC of TNHB – Writ petitions / Writ Appeals – Audit objections – relating to Housing Board Handing over of the TNHB scheme areas to the local bodies.</p> <p>All matters relating to reservation and allotment of flats / houses of TNHB under GDQ in the state – Re-allotment of surrendered / cancelled vacancies of flats / houses in the state – Writ petitions /</p>

		<p>LAQs petitions pertaining to the above allotments – Decision taken on the approval and clarifications on the policy issues from the Tamil Nadu Housing Board pertaining to the allotment of Flats / Houses of T.N.H.Bd. –All the petitions pertaining to the allotment of flats / houses of the TNHB under GDQ”.</p>
10	HB V	<p>Reservation of TNHB plots under GDQ – Allotment of surrendered plots of TNHB and Artisan Plots and Allied subjects – Landed Development Scheme under site and services scheme – Meeting under site and services scheme.</p> <p>Sanction of Tamil Nadu Rental Housing Scheme for the Tamil Nadu Government Servants in the State – Approval of RFS for Tamil Nadu Government. Rental Housing Scheme – Release of funds to the TNHB towards the execution of Tamil Nadu Government Rental Housing Scheme – maintenance of Tamil Nadu Government Rental Housing flats / houses colonies and payment of property tax for the TNGRH Colonies – All PUC matters related to TNGSRH Scheme – Allotment of shops of TNHB reserved under GDQ and all the petitions relating to the above. Permission for cable TV connections in TNGRHS – related petitions – Writ Petitions / W.A. relating to TNGRH Scheme - LA questions of TNGRHS scheme – LA Questions on TNGRHS and allied matters – Construction of Legislators Housing Complex at Government Estate Fixation of rent in respect of Rental quarters allotted under T.N.H.B. Rental Housing Scheme (i.e. Public Quota) and also all the issues relating to the Office Buildings, shopping complex etc., belonging to T.N.H.B.</p>
11	SC I	<p>All Slum Clearance and Slum Improvement schemes pavement dwellers scheme in North Chennai – Implementation and Amendment to TNS Areas (Improvement and Clearance) Act, 1971 and Rules relating thereto Court cases in respect of North Chennai</p>

		<p>Schemes – Tenders in respect of Tamil Nadu Slum Clearance Board, Chennai.</p> <p>All Slum Clearance / Slum Improvement Scheme pavement welfare schemes in respect of South Chennai – PUC cases in respect of Slum Clearance Board Assurance / LAQ in respect of South Chennai – Eviction of Slum Dwellers in MRTS alignment.</p>
12	SC II	<p>Tamil Nadu Slum Clearance Board – Schemes of TNSCB Excluding Chennai City – SHASU Flood relief schemes – Acquisition of lands allotted by the allotment Committee (Excluding Chennai City) – Sanction of funds to the Slum Clearance Board towards Housing Schemes – Release of funds towards the difference between economic and subsidized rent in respect of slum tenements in mofussil areas maintained by the TNHB and related issues – SIHS – Slum Improvement and slum clearance schemes – TNUDP schemes in Tamil Nadu other than Chennai City – All General petitions relating to Slum Clearance Board All appeal petitions under section 59 of Slum Clearance Board Act – All matters relating to deputation and training of the Staffs of Tamil Nadu Clearance Board</p> <p>Tamil Nadu Slum Clearance Board establishment matters and related issues.</p>
13	BUD	<p>Budget relating to Housing & Urban Development – Housing Policy – All general matters relating to Planning and Development in respect of all Housing agencies including periodical reviews – loan assistance from LIC of India to all Housing agencies including periodical repayments of loans to LIC</p> <p>PAC/PUC Consolidation – Conduct of Departmental audit and Accounts Committee meeting – Assurance Committee, Estimate Committee, Consolidation of LAQ/Assurances/Periodicals</p> <p>General subjects – Special petitions from C.M's Office / C.M's Cell,</p>

		General matters of Housing and Urban Development Department – General Training Programmes Secretaries monthly meeting – Vigilance Commission meeting.
14	UD I	Planning Permission for installation of motors exceeding 50 H.P. in CMDA DCR variation to scheme and construction of Multistoried Building in Madras Metropolitan Area – Detailed Development Plan for Madras Metropolitan Area Reclassification proposal in Madras Metropolitan Area – appeal under section 79 of Town and country planning Act 1971 Tamil Nadu Flat promoters Act – Allied matters and court cases arising out of it. Establishment matters relating to CMDA including Vigilance cases, CMDA Service Regulations 1980
15	UDVI	Planning Permission relating to construction of a ordinary / special factory and public building in CMDA – Miscellaneous matters relating to CMDA – related Writ petitions and sanction of Pleader's fees
16	UDIII	Land Acquisition for Chennai Metropolitan Development Authority in Maraimalai Nagar, Koyambedu, Sathanur and for I.R.R.Land Assembly and Development Scheme along I.R.R. – Manali New Town Scheme – Preparation of Policy Note for Demand No.33 'Urban Development – Kathakadu Iron & Steel Market – Release of fund to CMDA and PAC & PUC relating to above Scheme MUDP-I and MUDP-II –TNUDP other than Landed Development Scheme under Sites and Services Scheme – Authority meeting of CMDA – TUFIDCO, TUFISIL, TNUDF and related meetings – Outer Ring Road Land Acquisition – MRTS – Externally Aided Projects – Asian Development Bank Projects HUDCO and TUFIDCO Projects of CMDA – PAC/PUC matter pertaining to CMDA.
17	UDV	Planning permission – Chennai Metropolitan Development Authority – Appeal Committee Meetings.

18	LAIV	<p>Statutory Appeals under TNHB Act 1961 – General petitions relating to TNHB other than the petition under allotment of 15% Government discretionary quota flats/plots/houses and provision of amenities wood working unit of TNHB.</p> <p>All matters relating to Land Acquisition of TNHB in respect of Salem and Namakkal Districts and the Court cases relating thereto – Cellular concrete Plant and related matters.</p>
19	LAI	<p>All matters relating to LA of TNHB in respect of Kancheepuram, Thiruvallur, Trichy, Nagapattinam, Nilgiris, Thanjavur, North Arcot, Thiruvannamalai, Virudhunagar, Sivagangai, Thoothugudi and Ramanathapuram District and court cases relating to thereto – Exclusion of L.A. cases in and other Districts mentioned above for the above District – Sanction of loan to TNHB for execution of LA and Development rules, PUC PAC and LAQ</p> <p>All matters relating to land Acquisition of TNHB in respect of Kancheepuram and Tiruvallur District and court cases relating thereto.</p>
20	LAI	<p>L.A. – TNHB Chennai (South) neighbourhood Scheme – Thiruvanmiyur Besant Nagar Phase I and II Schemes, Kodambakkam Pudur Scheme – Cuddalore and Villupuram District – W.P.s and W.A. – Supreme Court Appeals and sanction of fees to Government Pleaders – Petition for exclusion of lands – Miscellaneous matters in Sections.</p> <p>All matters relating to Land Acquisition of TNHB in respect of North and West Chennai Revenue Districts, Pudukottai, Kanyakumari, Tirunelveli, Dharmapuri District and courts cases relating thereto – Sanction of pleaders fees – petition for exclusion of land.</p>

21	LAIII	<p>All matters relating to L.A. in respect of Madurai Erode, Dindigul District and court cases relating thereto – Exclusion of lands from acquisition to the above Districts – Further continuance of Special staff of Land Acquisition.</p> <p>All matters relating to Land Acquisition in respect of Coimbatore District and court cases relating thereto.</p>
22	HBI	<p>All establishment matters including vigilance cases relating to technical staff in TNHB – Appointment of Chairman and Members of TNHB and Board meeting.</p> <p>All establishment matters relating to non-technical staff of Tamil Nadu Housing Board including disciplinary cases and amendment to Board staff conduct regulations – PUC and Audit matters relating to establishment of Tamil Nadu Housing Board and miscellaneous items related to Hg.Bd., establishment.</p>
23	Coopn	<p>Tamil Nadu Rural Housing Scheme – Provision of House sites to Landless Rural workers Loan from GIC/HUDCO and other agencies in respect of Coop. House Building Societies Inspection reports audit paras relating thereto – All matters relating to Appeals – General petitions to Cooperative Housing Schemes SHUPRA –20 Point programme – Rural Housing Scheme Building Centre – LAQ – Assurance relating to the above subjects – PAC – PUC.</p> <p>Housing – Cooperative Building – Formation of cooperative Societies, etc., staff sanction and continuance of the Office of the R.C.S.(Hg) – Establishment matters related to 165, Taluk Rural Housing Societies – Tamil Nadu Coop. Housing Federation, Tamil Nadu Rural Housing Corporation and RCS (hg) – Disciplinary matters relating to RCS (hg) – TNCHF Ltd., TNREHC and other societies – W.P. and W.A. relating to establishment matters – LAQ Assurance relating to the above subjects – P.A.C.</p>

Housing and Urban Development Department

Procedure followed in decision making process under Section 4(1)(b)(iii) of

Right to Information Act, 2005

The Department, as part of the Government Secretariat, follows the procedure laid down in the Secretariat Office Manual and the Tamil Nadu Government Business Rules and Secretariat Instructions. Apart from this, the provisions in the Tamil Nadu Financial Code, Tamil Nadu State and Subordinate Service Rules and the Tamil Nadu Government Servants' Conduct Rules, 1973 are also followed wherever applicable.

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 Officer, Under Secretaries and Deputy Secretary/ Joint Secretary to the Secretary. If need be, other department 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.

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

Housing and Urban Development Department

Norms set for the discharge of functions under Section 4(1)(b)(iv) of Right to Information Act, 2005

For the discharge of functions allocated to the Housing and Urban Development Department, the provisions contained in the “Secretariat Office Manual” 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 used Acts/Rules/ Manuals are as follows:-

- i) Secretariat Office Manual.
- ii) The Tamil Nadu Government Business Rules and Secretariat Instructions.
- iii) The Tamil Nadu Government Servants Conduct Rules, 1973
- iv) Tamil Nadu State and Subordinate Service Rules
- v) Fundamental Rules.
- vi) The Tamil Nadu Land Acquisition Act, 1978

Housing and Urban Development Department

Rules, Regulations, Instructions, Manuals and records for discharging functions under section 4(1)(b)(v) of Right to 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 Government Business Rules and Secretariat Instructions.
- ii) The Tamil Nadu Secretariat Office Manual.
- iii) Tamil Nadu Budget Manual
- iv) Tamil Nadu State and Subordinate 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

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.
	Type of the document:	The rules describe the manner and procedures in conducting the Business of the Government complying with the provisions of the Constitution of India.
2.	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.

3.	Name of the Manual:	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.
4.	Name of the document:	Tamil Nadu State and Subordinate Service Rules.
	Type of the Rules:	The rules are made under the proviso to article 309 of the Constitution of India governing the service conditions of members of State and Subordinate Services.
5.	Name of the document:	Tamil Nadu Civil Services (Discipline and Appeal) Rules.
	Type of the 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.	Name of the document:	Tamil Nadu Government Servants Conduct Rules.
	Type of the 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.	Name of the document:	Tamil Nadu Pension Rules.
	Type of the Rules:	The rules are made in relation to the pensionary benefits to the members of civil service of the State.
8.	Name of the document:	Fundamental Rules.
	Type of the 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.	Name of the document:	Tamil Nadu Financial code.

	Type of the 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.	Name of the document:	Tamil Nadu Account Code.
	Type of the Code:	The code published by the Finance Department outlines the accounting procedures to be followed by various departments while regulating expenditures.
11.	Name of the document:	Tamil Nadu Treasury Code.
	Type of the 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.

The documents mentioned in items 1 to 11 are available with the Director of Stationery and Printing for sale to the public on payment of cost.

Housing and Urban Development Department

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 on 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.	Important G.O.s www.tn.gov.in	Issued by the Housing and Urban Development Department from time to time	Application to PIO	Housing and Urban Development Department

Housing and Urban Development Department

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. 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.

Housing and Urban Development Department

Directory of Officers and Employees

Under Section 4(1)(b)(ix) of Right to Information Act, 2005

Sl. No.	Name of Designation of the Officer	Telephone (STD Code No.044)		E. Mail
		Office	Residence	
1	Thiru R. Satapati Secretary to Government, Hg&U.D.Dept., Ch-9.	25670516		Fax 25670611
2	Thiru. C.G. Janardhanam, Deputy Secretary to Government (UD)	25676053	25509141	appeal-hud @tn.gov.in
3	Thiru. P. Windsor Singh, Deputy Secretary to Government (TP)	25671352	25500591	
4	Thiru M.Rajendran Deputy Secretary to Government (Hg)	25671576	25501073	pio-hud @tn.gov.in
5	Thiru. B. Abdul Rahman, Under Secretary to Government, (Rental)	25665223	27453980	
6	Thiru. Mohamed Ummer, Under Secretary to Government (LA)	25665854		
7	Thiru.B. Jothimuthu, Under Secretary to Government (Budget)	25665815	22533416	
8	Thiru. K.N.Krishnasamy. Rao, Under Secretary to Government (PER)	25665113	26224147	
9	Vacant			
10	Thiru. B. Gunasundari, Under Secretary to Government (SC)	25665415	98418 67344	
11	Thiru S. Sridharan Under Secretary to Government (Hg.)	25665303	26562155	
12	Thiru. M. Karmegam, Under Secretary to Government (TP)	25665275	22262030	
13	Thiru.M. Pitchaimuthu, Under Secretary to Govt(UD)	25665619	26151655	

14	Thiru. Jayasurya Chirra, Section Officer (OP1)	25665304	26152470	
14	Thiru. Jayasurya Chirra, Section Officer (OP II)	25665304	26152470	
15	Thiru. V.G.K. Murthy, Section Officer (HB1)	25665992	55477293	
16	Thiru. B. Parameswari, Section Officer (HB II)	25665230	26248813	
17	Thiru. S. Seethapathy, Section Officer (HB III)	25665230		
18	Thiru. A. Muthusamy, Section Officer (HB IV)	25665992	24953463	
19	Thiru.M. Manoharan, Section Officer (LAI)	25665230	55105714	
20	Thiru. V. Kumar, Section Officer (HBV)	25665267	23711343	
21	Thiru. Syed Alimullah, Section Officer (LA I)	25665267		
22	Tmt. R. Chellammal, Section Officer (LA III)	25665267	25500982	
23	Thiru. A. Sundaramurthy, Section Officer (LA IV)	5665267		
24	Thiru. K. Pandurangan, Section Officer (UD 1)	25665267	944438438 4	
25	Thiru. S. Jayabalan, Section Officer (UD II)	25665267	24613124	
26	Thiru. M. Muthupandy, Section Officer (UD III)	25665397	24361270	
27	Thiru. Bakthavatsalan, Section Officer (UD IV)	25665397	26289107	
28	Tmt. C. Lakshmi, Section Officer (UD V)	25665267	24967028	
29	Thiru. G. Kanthan, Section Officer (Budget)	25665267	25580454	
30	Thiru. K. Bangamsamy, Section Officer (HBA)	25665230	24617294	
31	Thiru. S. Radhakrishnan, Section Officer (Bills)	25665304	26449204	
32	Tmt. V. Meenalochini, Section Officer, (Co-op)	25665980	22263878	
33	Tmt. S. Thenmozhi, Section Officer (SC II)	25665267	23743372	
34	Tmt. J. Premabai, Section Officer (SC I)	25665980	24867682	
35	Tmt. B. Kamatchi Shanmugam, Section Officer (UD VI)	25665267	26205968	

Housing and Urban Development

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.	Name of the Officer	Designation
SECRETARY TO GOVERNMENT (Rs. 18400-500-22400 + Allowances)		
1	Thiru R. Satapathi	Secretary to Government

Deputy Secretary to Government (Rs.12,000-375-16500+ Allowances)
Joint Secy. to Government. (Rs.15000-400-18600+ Allowances)

2	C.G. Janardhanam	Joint Secretary to Government
3	D. Windsor Singh	Deputy Secretary to Government
4.	M. Rajendran	Deputy Secretary to Government
5.	K.N. Krishnasamy Rao	Deputy Secretary to Government

UNDER SECRETARY (Rs.10,000-325-15,200+ Allowances)

6	B. Abdul Rahman	Under Secretary to Government
7	B. Gunasundari	Under Secretary to Government
8	Mohammed Ummer	Under Secretary to Government
9	B. Jothimuthu	Under Secretary to Government
10	M. Karmegam	Under Secretary to Government
11	S. Sridhar	Under Secretary to Government
12	M. Pitchaimuthu	Under Secretary to Government

PRIVATE SECRETARY (Rs.6500-200-11,100+Allowances)

13	Thiru. L.L. Kalyanasundaram	Private Secretary to Secretary to Government
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SECTION OFFICER (Rs. 6,500-200-11,100 + Allowances)

14	Thiru. Jayasurya Chirra	Section officer (OP1)
15	Thiru. M. Manoharan	Section officer (OP II)
16	Thiru. V.G.K. Murthy,	Section officer (HBI)
17	Tmt. B. Parameswari	Section officer (HBII)
18	Thiru. S. Seethapathy	Section officer (HB III)
19	Thiru. A. Muthusamy	Section officer (HB IV)
20	Thiru. V.Kumar	Section officer (LA II)
21	Thiru. Syed Alimullah	Section officer (LA I)

22	Tmt. R. Chellammal	Section officer (LA III)
23	Thiru. A. Sundaramurthy	Section officer (LA IV)
24	Thiru. K. Pandurangan	Section officer (UD I)
25	Thiru. S. Jayabalan	Section officer (U.D.II)
26	Thiru. M. Muthupandy	Section officer (UD III)
27	Thiru. S. Bakthavatsalan	Section officer U.D IV)
28	Tmt. C. Lakshmi	Section officer (U.D. V)
29	Thiru. G. Kanthan	Section officer (Budget)
30	Thiru. K. Bangarusamy	Section officer (HBA)
31	Thiru. S. Radhakrishnan	Section officer (Bills)
32	Tmt. B. Meenalochini	Section officer (Co-op)
33	Tmt. S. Thenmozhi	Section officer (SC II)
34	Tmt. J. Premabai	Section officer (SC 1)
35	Tmt. B. Kamatchi Shanmugham	Section officer (UD VI)

ASSISTANT SECTION OFFICER (5500-175-9000+ allowances)

1	Thiru. P. Kamaraj	Assistant Section Officer
2	Tmt. S. Lalitha	Assistant Section Officer
3	Tmt. M. Saraswathy	Assistant Section Officer
4	Thiru. S. Sugumaran	Assistant Section Officer
5	Tmt. N. Malini	Assistant Section Officer
6	Thiru. J. Shawnawaz	Assistant Section Officer
7	Tmt. S. Shanthy	Assistant Section Officer
8	Thiru. P. Parthiban	Assistant Section Officer
9	Thiru. S. Subramanian	Assistant Section Officer
10	Tmt. A. Kothainayaki	Assistant Section Officer
11	Thiru. N. Nagaraj	Assistant Section Officer
12	Tmt. M. Malathi	Assistant Section Officer
13	Thiru. V. Dorai	Assistant Section Officer
14	Tmt. N. Aruna devi	Assistant Section Officer
15	Thiru. M.C. Raja	Assistant Section Officer
16	Tmt. P. Ponrani	Assistant Section Officer
17	Thiru. A. Mohan doss	Assistant Section Officer
18	Thiru. S. Mohanavalivelan	Assistant Section Officer
19	Tmt. K. Vidhyashankari	Assistant Section Officer
20	Tmt. J. Meera	Assistant Section Officer
21	Thiru. D.V. Manickam	Assistant Section Officer
22	Tmt. M. Meena	Assistant Section Officer
23	Thiru. A. Rajagopal	Assistant Section Officer
24	Thiru. K. Shanmugam	Assistant Section Officer
25	Tmt. G. Shanthy	Assistant Section Officer
26	Tmt. E. Nalini	Assistant Section Officer
27	Tmt. P. Nirmala	Assistant Section Officer
28	Thiru. B. Viswanathan	Assistant Section Officer

29	Thiru. A. Selvaraj	Assistant Section Officer
30	Thiru. S.M. Rajasekar	Assistant Section Officer

RESEARCH ASSISTANT (Rs.6500-200-10500 + allowances)

31	Tmt. M. Thenmozhi	Statistical Inspector
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PERSONAL ASSISTANT (Rs. 5500-175-9000)

32	Tmt. P. Rajam	Personnel Assistant
33	Tmt. N. Aruradha	Personnel Assistant
34	Tmt. G.N.. Jayanthi	Personnel Assistant

SENIOR PERSONAL CLARKS (Rs. 5000-150-8000)

35	Selvi P.Jayanthi	Personal Clerks
36	Tmt. M. Bakyalakshmi	Personal Clerks
37	Tmt. Kalpana	Personal Clerks

ASSISTANT (Rs. 3625-85-4900 + Allowances)

38	Tmt. K. Hemalatha	Assistant
39	Tmt. G. Geethanjali	Assistant
40	Thiru. K. Sundaram	Assistant
41	Thiru. M. Javid Hussain	Assistant
42	Thiru. Syed Hussain	Assistant

TYPIST (Rs. 3200-85-4900 + Allowances)

43	Tmt.B. Kanchana	Typist
44	Tmt. P. Brinda	Typist
45	Tmt. R.M. Natarajan	Typist
46	Tmt. S. Velammai	Typist

RECORD ASSISTANT (3200-85-4900)

47	Thiru. S. Sathiyathan	Record Assistant
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RECORD CLERK (Rs.2610-60-3150-65-3540 + Allowances)

48	T. Bhany	Record Clerk
49	M. Selvaraj	Record Clerk
50	C. Raghavan	Record Clerk
51	D. Rajkumar	Record Clerk
52	K. Marimuthu	Record Clerk
53	K. Muneer Ahmed	Record Clerk

DAFFADAR

54	M. Vadivelu	Daffadar
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DRIVER (Rs. 4000-100-6000 + Allowances)

55	K. Vijayakumar	Driver
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OFFICE ASSISTANT

56	M. Chittirai	Office Assistant
57	M. Monoharan	Office Assistant
58	M. Jayaraman	Office Assistant
59	J. Karunakaran	Office Assistant
60	G. Veeraraghavan	Office Assistant
61	M. Udayakumar	Office Assistant
62	S. Omprakash	Office Assistant
63	R. Amba bhavani	Office Assistant
64	A. Janshed basha	Office Assistant
65	G. Mani	Office Assistant
66	R. Logu	Office Assistant

TEMPORARY ASSISTANT Consolidated Pay of Rs.4000

67	M. Muthulakshmi	Temporary Assistant
68	P. Sumathy	Temporary Assistant
69	Sarayubai	Temporary Assistant
70	B. Kaveri	Temporary Assistant
71	P. Vijayakumari	Temporary Assistant

Note: The basic pay of the Officers and employees is fixed under the provisions contained in Rule 22 of Fundamental Rules. In addition to the basic pay, the Officers and employees are entitled to draw other allowances such as Dearness Pay, HRA, CCA as per the orders in force.

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

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

The Department Housing and Urban Development Department handles various Central Sector Schemes and Centrally Sponsored Schemes besides State Schemes. The details of the Budget Estimate for all these are given below:

The statement also gives details of the disbursement upto 30.9.2005.

ALL STATE PLAN SCHEMES

Secretariat : Housing and Urban Development Department

HOD Name : The Chennai Metropolitan Development Authority
The Director of Town and Country Planning
The Tamil Nadu Housing Board
The Registrar of Co-operative Societies (Hg.)
The Tamil Nadu Slum Clearance Board

BUDGET ESTIMATE 2005-2006

ABSTRACT

Rupees in Thousands(Gross)

S. No.	Head of Department	Revenue	Capital	Loan	Total
1	Secretariat	2,50,73	-	102,00,00	104,50,73
2	D.T.&C.P.	8,47,62	-	-	8,47,62
3	R.C.S.(HG)	4,38,64	-	6,50,00	10,88,64
4	C.M.D.A.	203,04,04	2,00,04	7,00,00	212,04,08
5	T.N.H.B	12,17,80	3	-	12,17,83
6	T.N.S.C.B.	1,38,54	20,00,04	-	21,38,58
	Total	231,97,37	22,00,11	115,50,00	369,47,48

PART II SCHEME FOR 2005-2006

Sl.No.	Description of the Schemes	Project Cost for the year 2005-06 (Rs. In lakhs)
HOUSING AND URBAN DEVELOPMENT DEPARTMENT		
(1)	Purchase of five new computers with accessories	3.00
TAMIL NADU SLUM CLEARANCE BOARD		
(2)	Poverty alleviation and capacity building through Employment Training Programme for slum youth in Chennai and other Towns	25.00
(3)	Providing Steel bunks for SHG in the scheme area in District Towns	7.50
(4)	Solar Energy Outdoor lighting system in the Housing Scheme Areas implemented under Valmiki Ambedkar Housing Programme in Mofussil cities.	10.00
(5)	Pilot Scheme on Total Water Management through Rain Water Harvesting in the tenemental areas in Chennai City.	10.00
(6)	Pilot Scheme on low cost sanitation in tenemental scheme.	20.00
REGISTRAR OF CO-OPERATIVE SOCIETIES (HOUSING)		
(7)	Purchase of one Xerox Machine to the Head Office	0.85
(8)	Purchase of a Fax Machine to the Head Office	0.19
CHENNAI METROPOLITAN DEVELOPMENT AUTHORITY		
(9)	Implementation of SCOOT/SCAT System for 4 major travel corridors in Chennai at a cost of Rs.4.50 crores	1.00
(10)	Air Quality Monitoring System for Road Network in Chennai Metropolitan Area at a cost of Rs. 87.72 lakhs	1.00
(11)	Park and Ride facility at bus terminals in outer-Chennai Metropolitan Area at a cost of Rs.50.75 lakhs	1.00

(12)	Installation of Pelican Signals at important school zones in Chennai Metropolitan Area at a cost of Rs. 16.75 lakhs	1.00
DIRECTORATE OF TOWN AND COUNTRY PLANNING		
(13)	Introduction of e-Governance in the Local Planning Authorities (LPAs), New Town Development Authority and Regional Offices	10.00
(14)	Purchase of Library Books and other Magazines	0.25
Total		90.79

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

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 Department in the following web sites.

- i) Web site of Housing and Urban Development Department
www.tn.gov.in.
- ii) Web site of Director of Town and Country Planning(dtcp@vsnl.com)
- iii) Web site of Managing Director, Tamil Nadu Slum Clearance Board([tnscb@data one.in](mailto:tnscb@dataone.in))
- iv) Web site of The Member Secretary, C.M.D.A.(mcmda@vsnl.com)
- v) Web site of The Managing Director, Tamil Nadu Housing Board(tnhbcomputer@yahoo.com)
- vi) Web site of The Director, The Managing Director, RCS (Hg)([http/www.tn.Gov.in](http://www.tn.Gov.in))

2) Important G.Os and Policy Note 2005-06 of Housing and Urban Development Department are available at www.tn.gov.in/testhud

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

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, New papers, Web site, Exhibitions and other means of advertising.

HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Name and Designation and other particulars of Appellate Authority and

Public Information Officers under section 4(i)(b) (xvi)

Right to Information Act, 2005

Appellate Authority:

Name	Designation	STD Code	Phone No. Office	Fax	E-Mail	Address
Thiru C.G.Janardhanam	Joint Secretary to Government		25676053 (Office) 25509141 (Resi)		appeal-hud @tn.gov.in	Deputy Secretary to Government Hg&UD Dept. Chennai-9

Public Information Officer:

Name	Designation	STD Code	Phone No. Office	Fax	E-Mail	Address
Thiru K.N. Krishnaswamy Rao	Deputy Secretary to Government		25671576 Resi: 25501073 l.com.5283		pio- hud @ tn.gov.in	Deputy Secretary to Government, Hg&UD Dept. Chennai-9

ASSISTANT PUBLIC INFORMATION OFFICER:-

Name	Designation	STD Code	Phone No. Office	Fax	E-Mail	Address
Tmt. B. Gunasundari	Under Secretary to Government		Resi: 25665415 (Office) l.Com:5415			Under Secretary to Government, Hg&UD Dept. Chennai-9