



**INFORMATION HANDBOOK**  
**UNDER**  
**RIGHT TO INFORMATION ACT-2005**

**DEPARTMENT OF FISHERIES**  
**GOVERNMENT OF TAMILNADU**  
**CHENNAI – 600 006**

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# ***CHAPTER I***

## ***Introduction***

The Right to Information Act 2005 envisages various tasks to be completed by the Department within the stipulated time in order to enable the public to have success to Information about the functioning of the Departments. Accordingly, under Section 4 of the Right to Information Act, every public authority is required to disclose information voluntarily on 16 points to enable the dissemination of information of these 16 points, every department has to prepare a manual at Government / Heads of Departments / Revenue District/ Revenue Division / Taluk level keeping in mind the dimensions, activities, nature of work and the information that need to be divulged to the common people in different department. Accordingly, the Director of Fisheries is providing an information manual under the said Act at State Level clearly setting forth the district structure, district level functionaries, task that are undertaken by the Department of Fisheries, the people who are engaged in the task, their duties and responsibilities, their financial powers and administrative powers within which these functionaries carry out their duties and responsibilities, their limitations and other relevant details are incorporated in the manual. Apart from this , these officers are guided by different manuals, code rules, Government orders and regulations and other relevant rules that are obtaining in the State of Tamil Nadu for decision making. These manuals, rules and Government orders which are relied upon the functionaries are also listed out in the manual for the information of the general public.

This manual also brings out a detailed list of programmes that are available for the general public (the fishermen so far as department of fisheries is concerned) detailing out the level of subsidies, mode of availing subsidies and the persons to whom the beneficiaries have to contact for availing these subsidies are also furnished in the manual. The manual makes an attempt to give a glimpse of decision making process to enable the public to understand the working and public accountability in practice in public administration.

This manual tries to address all the issues that are enlisted under the Right to Information Act 2005 and the information that are brought in the manual would

definitely address to the needs of any general public who evinces interest to know the functioning of the Department of Fisheries in relation to the given budget and the given programmes and of course with reference to the time frame that has been enshrined by the Government of Tamil Nadu. The general public who has access to the manual may go through these and offer their comments for making any improvement from their point of view, which may help to re-shape the manual to serve in a better manner. Comments and suggestions for any of the schemes listed in the manual are also welcome.

## ***CHAPTER II***

### ***Particulars Of Organization, Functions And Duties***

#### ***DEPARTMENT OF FISHERIES***

##### ***ADMINISTRATIVE SET UP:***

The Department of Fisheries, which is to celebrate its centenary year in 2007 has the following objectives:-

- To encourage fishermen to exploit the under-utilized fishery resources to reduce fishing pressure in the inshore areas.
- To augment aquatic resource production in the inshore areas by conservation measures, stock enhancement and establishing of artificial reefs etc., along the coast.
- To promote sustainable eco-friendly coastal aquaculture.
- To strengthen the infrastructure facility for fish landing and marketing.
- To uplift the socio-economic condition of the fisher folk through welfare measures and by generating employment opportunities for fisher folk.

- To amend the present fisheries legislation to suit to the present needs, wherever necessary.

The Department is headed by the Director of Fisheries, an IAS Officer. The organogram is furnished in Appendix-I

The Department was reorganized in the year 2000 and with the following functional divisions:

- Marine Fisheries
- Inland Fisheries
- Aquaculture (both Fresh Water and Coastal Aquaculture)
- Research
- Extension and Training
- Fishing Harbour Management
- Exploratory Fisheries

The functional organization facilitates effective delivery of service to the public. Under this mode, each District Level Officers have a defined functions, clear cut jurisdiction enabling them to concentrate on their job. Each of the functional Officers have well defined responsibilities. Even the lower level subordinates have specific job charts.

The job chart and the duties and responsibilities of the Officers of the Department are furnished in Appendix II.

In order to achieve the objectives set out in the Policy Note of the Department, the Department has embarked on the following programmes:

***MARINE SECTOR:***

- i. Provide requisite infrastructure support like Fishing Harbors, Fish Landing Centres, Ice Plants, Cold Storages, Drying Platforms.
- ii. Market infrastructures, Processing facilities at the respective Landing Centres etc.
- iii. Provide subsidy on fishing implements such as traditional fishing crafts fishing gears, Out Board Motors, Diesel and Kerosene

Supply. The Government also provides Tax exemption for Diesel utilized for Mechanized Fishing Boats

- iv. Stock enhancement measures through Sea Ranching Programmes/ setting up of Artificial Reef.
- v. Resource conservation through ban on mechanized fishing.

***INLAND SECTOR:***

- i. Development of Farm, Pond and Tank Fishery in rural areas.
- ii. Reservoir Fisheries
- iii. Seed Production through Seed Farms and Cages.
- iv. Extension of technology through Fish Farmers Development Agencies for promoting fish farming in the State.

***COASTAL AQUACULTURE:***

- i. Demonstration of cost-effective technology and eco-friendly culture practices in Coastal Aquaculture through brackish water Fish Farmers Development Agency.
- ii. Regulation of Coastal Aqua farms in the state.
- iii. Grant of subsidy to inputs and establishment of hatchery and farming (Coastal Aquaculture)

***SOCIO ECONOMIC MEASURES FOR THE WELFARE OF FISHERS:***

In order to uplift the socio-economic conditions of fishers in the state, the department implements the following programmes:-

- Free Housing Scheme for Fishermen
- National Savings cum Relief Scheme
- Group Accident Insurance Scheme for Fishers
- Funeral expenses to Fisher families
- Assistance to families of deceased/apprehended fishermen attacked by the Sri Lankan Navy.
- Life Jackets to Marine Fishermen to ensure their safety at sea.
- Relief/ Livelihood Rehabilitation measures for Tsunami/ other natural calamities to the affected fishers.

To Provide more thrust to commercial aspects of Fisheries Development, the Fisheries Development Corporation is functioning since 1974. This Fisheries Development Corporation is involved in the promotion of the following:-

- a. Fish seed production;
- b. Fish processing facilities;
- c. Running Diesel outlets;
- d. Retail Fish Marketing;
- e. Fish net fabrication;
- f. Shrimp hatchery;
- g. Reservoir Fisheries;
- h. Retail marketing of value added fishery products;
- i. Ornamental Fish production/ marketing.

Similarly, to promote and strengthen the interests of Fishery Co-operatives, Tamilnadu State Apex Fisheries Coop. Federation Ltd has also been formed and functioning since November 1991. It is also involved in the implementation of schemes of the Department of Fisheries, especially supply of fishing inputs with subsidy to members of the Fishery Cooperatives, supply of Out Board Motors with subsidy under the Centrally Sponsored Scheme and supply of subsidized Diesel to fishing crafts.

Details about all the programmes, eligibility criteria and the persons whom to have to be approached are furnished in Appendix III.

### ***STRENGTHENING OF FISHERMEN CO-OPERATIVES:***

To sustain the efforts towards empowerment of fishers in the State, the State Government have been implementing various schemes for the strengthening of the Fishermen Cooperatives. Most of the socio economic schemes of the Department are either routed through the fishermen Cooperatives or the beneficiaries are only from these Cooperatives. This is done with a view strengthen the democratic values of self governing t the grass root level.

In this direction, share capital assistance and managerial subsidies are given to these fishermen cooperatives.



### ***HRD EFFORTS OF THE DEPARTMENT OF FISHERIES:***

There are four Extension and Training centres in the State. They are, Nagapattinam, Madurai, Mandapam and Colachel. These centres offers training to marine fishermen in modern fishing methods, shore mechanic courses (except Madurai). They also offer training to fish farmers in fish farming, seed production and Integrated fish farming. Training in ornamental fish culture and trade is also offered by the Centres. Fisherwomen Self Help Groups are also given training in fish handling, processing, marketing and preparation by value added products.

The state level Staff Training Institute in Chennai handles training programme for the Officers and staff to upgrade their skill. This institute also offers training programmes to fisherwomen Self Help Groups, fish farmers and training to Extension Officers, thereby arriving good HRM in this State.

## ***CHAPTER III***

### ***Powers and duties of Officers and Employees***

#### ***A. ADMINISTRATIVE POWERS:***

The Government in G.O.Ms.No.569, Animal Husbandry and Fisheries Department, dated 30.11.1989 have delegated administrative powers to the Director of Fisheries and Subordinate Officers and partially modified in G.O.Ms.No.115, Animal Husbandry and Fisheries dated 12.5.1994. In exercising powers with regard to administrative matters, the Director of Fisheries and his subordinates rely on the strength of these G.Os. and function accordingly

#### ***B. FINANCIAL POWERS:***

The Government in G.O.Ms.No.295, Animal Husbandry and Fisheries Department, dated: 12.07.1989 have delegated financial powers to the Director of Fisheries and his Subordinate Officers. In exercising powers with regard to financial matters, the Director of Fisheries and his subordinates rely on the strength of this G.O. and function accordingly.

**OFFICE PROCEDURE AND DISCHARGE OF DUTIES:**

The Department of Fisheries follows Thottanham System of Office procedure in the matter of disposal of office business. The Fisheries Manual Part-I has very clearly defined the duties of each level of Officers in the matter of discharge of their duties.

The manual also sets out a clear cut procedure for decision making at each level and specific time limit has been prescribed.

The manual also details the disposal of public grievances petitions; employee grievances as well as maintenance of records and their disposal.

The manual very clearly defines the concept of public accountability of the each of the employees in relation to their level in the tier of the administration.

**DELEGATION OF POWERS:**

Fisheries Department—Delegation of financial powers to Director of Fisheries and his Subordinate Officers—Orders Issued.

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**ANIMAL HUSBANDRY & FISHERIES DEPARTMENT**

G.O.Ms.No.295

Dated:12-7-1989

Read:

- 1) From the Director of Fisheries, Lr No: P3/54851/87, dt.20.7.1987.
- 2) From the Director of Fisheries, Lr No: F4/69061/87, dt.8.10.1987.
- 3) From the Director of Fisheries, Lr No: F1/6837/88, dt.28.1.1988.
- 4) From the Director of Fisheries, Lr No: F3/54851/87, dt.10.3.1988.

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## Order

The Director of Fisheries, in the letters read above, stated that the structure and pattern of financial delegation now vested with the Officers in the Fisheries Department need a revision due to increase in the cost of materials, etc., and also to bring them in tune with the present day cost of living for faster and efficient field administration. In order to make the reorganization more effective, the Director of Fisheries sent proposals for the revision of financial powers now vested with him and his subordinate officers. He has stated that the main objective of the enhancement of financial powers is to reduce the volume of work in Head Office and also the correspondence between the Offices and to accelerate the disposal of business at various sub-units to enable them to take decisions early.

2. The Government have examined the proposal of the Director of Fisheries in detail and have decided to enhance the existing powers delegated to the Director of Fisheries and his Subordinate Officers. Accordingly, Government in super session of all the orders issued earlier in the matter of financial powers delegated to the Director of Fisheries and his subordinates, direct that fresh enhanced financial powers as detailed in the ANNEXURE to this order, be delegated to the Director of Fisheries, Joint Director of Fisheries, Deputy Director of Fisheries and Assistant Director of Fisheries respectively.

3. In regard to the items shown in the Annexure for which no powers have been delegated, the Director of Fisheries is requested to send fresh proposals to Government with reference to the existing orders issued in the matter by the Government in Public Works Department and Finance Department.

4. The Director of Fisheries is informed that the powers now delegated would be subject to the Budget Provision for the Fisheries Department and to the annual allocation for each Officer which the Director of Fisheries has made among the subordinate officers. Whenever powers are delegated to Subordinate Officers, Director of Fisheries is requested to make allocation of Budget Provision to them.

5. The Director of Fisheries is requested to send separate proposals for the amendment to the Tamil Nadu Financial Code Volume II direct to the Finance Department. He is also requested to incorporate the present delegations ordered above in the Fisheries Department Manual.

6. The Director of Fisheries is requested to send in due course a feed back report on the exercise of delegation of powers by the respective officers for review by Government.

7. This order issues with the concurrence of Finance Department – vide its U.O.No: 401/ADS(N)/89,dated: 29-5-1989.

/By Order of the Governor/

D. MURUGARAJ,  
SECRETARY TO GOVERNMENT

**ANNEXURE**  
**DELEGATION OF POWERS**

(G.O.MS.NO.295, ANIMAL HUSBANDRY AND FISHERES DEPARTMENT, DATED 12.07.1989)

SI.No	Nature of Powers	Existing Authority	POWERS DELEGATED			
			Director of Fisheries	Joint Director of Fisheries	Deputy Director of Fisheries	Assistant Director of Fisheries
1	To sanction the refund of any amount received in excess of hire charges and advance collected for motor vehicles, Boats, nets of Twine after deducting the hire or any other dues to Government for any period	Sl.No.2 of appendix 2 of Tamil Nadu Financial Code Vol.II	Full power subject to Budget provision	..	..	..
2	To sanction the refund of any amount received in excess of the amount due on account of fishery rentals and articles sold including fish seeds	Sl.No.2 of appendix 2 of Tamil Nadu Financial Code Vol.II G.O.Ms.No.348 Agri.dt.12.2.1968	Full power subject to Budget provision	Rs.5,000/- per annum	Rs.1,000/- per annum	Rs.500/- per annum
3	To sanction the creation of additional posts of One Inspector of Fisheries for 3 months for fishing in Poondi Reservoir and One Assistant for Central Office and One Assistant and One Typist for Asst.Director of Fisheries (Pearl and Chank) tuticorin during Pearl Fishery Season	Sl.No.4 of appendix 2 of Tamil Nadu Financial Code Vol.II	Full powers	..	..	..
4	Contracts, Agreements, Mortgage Deeds, Security Bonds, lease of lands and buildings.	Sl.No.2 of appendix	..	..	Above the value of	Within the value of

	Usufructs etc., Bonds and Agreements entered with the Government servants and other instruments, etc.	2 of Tamil Nadu Financial Code Vol.II G.O.Ms.No.348 Agri.dt.12.2.1968 G.O.Ms.No.2228 Food and Agri. dt.30.6.60			Rs.2000/- limited to Rs.5000/-	Rs.2,000/-
5	Security Bonds from the Executive Subordinates of the Fisheries Department entrusted with Government stores of Fisheries Department who have to furnish Security as required in Rules	Sl.No.20(b) of Appendix 3 of Tamil Nadu Financial Code Volume II	Full powers subject to Budget Provision	..	..	..
6	Bonds and Agreements entered into by the Gazetted Officers and Non-Gazetted Subordinates in the Fisheries Department in connection with their deputation abroad or within India for special training in matters connected with Fisheries	Sl.No.7 of Appendix 3 of Tamil Nadu Financial Code Volume II	Full powers subject to Budget Provision	..	..	..
7	Agreements and Mortgage Deed in respect of advances sanctioned to Govt.Servants for the purchase of Motor conveyance	Sl.No.16 of Appendix 3 of Tamil Nadu Financial Code Volume II	Full powers subject to Budget Provision	..	..	..
8	Agreements and Mortgage Deed in respect of advances sanctioned to Govt.servants for the purpose of building, etc., of houses	Sl.No.17 of Appendix 3 of Tamil Nadu Financial Code Volume II	Full powers subject to Budget Provision	..	..	..
9	Purchase of apparatus, machinery and Materials	Sl.No.4 of Appendix 5 of	Full powers subject to	Rs.5000/- limited to	Rs.2000/- limited to	Rs.1000/- limited to

		Tamil Nadu Financial Code Volume II  G.O.Ms.No.348 Agri.dt.12.2.1968 G.O.Ms.No.3213 Food and Agri. dt.06.09.1961 G.O.Ms.No.589 Agri.dt.17.2.1965	Budget Provision	Rs.25000/- per annum	Rs.5000/- per annum	Rs.2000/- per annum
10	Repairs, Cost of Spares, etc., to ice plant-cum-cold storages	Sl.No.4 of Appendix 5 of Tamil Nadu Financial Code Volume II G.O.Ms.No.348 Agri.dt.12.2.1968	Full powers subject to the limit of Rs.15,000- per annum	Rs.5000/- limited to Rs.10000/- per annum	Rs.2000/- limited to Rs.5000/- per annum	Rs.500/- limited to Rs.1000/- per annum
11	Carrying out repairs and purchase of spare parts for Guide Lights	G.O.Ms.No.554 F & F Dept., dt.30.5.85 G.O.Ms.No.348 Agri.dt.12.2.1968	Full powers subject to the Budget Provision	Rs.5000/- limited to Rs.10000/- per annum	Rs.3000/- limited to Rs.5000/- per annum	Rs.1500/- limited to Rs.3000/- per annum
12	To incur expenditure on fabrication and mending of nets	G.O.Ms.No.125 Food and Agri. dated 1.2.1984	Rs.25,000/- per annum subject budget provision	Rs.10000/- limited to Rs.20000/- per annum	Rs.2000/- limited to Rs.5000/- per annum	Rs.1000/- limited to Rs.3000/- per annum

13	Carrying out repairs to the machinery and purchase of spares, tools for machinery of Fisheries Marine Workshops	G.O.Ms.No.2015 Agriculture dated 28.6.69	Full powers subject to the Budget Provision	Rs.2000/- limited to Rs.5000/- per annum	Rs.1000/- limited to Rs.3000/- per annum	Rs.500/- limited to Rs.2000/- per annum
14	Purchase, repairs and condemnation of bicycles, purchase of bicycles in the place of condemned bi-cycles in the place of condemned bicycles-Sanction for the initial supply of bicycles for the Department	Sl.No.(6) Appendix 5 of Tamil Nadu Financial Code Volume II. G.O.Ms.No.348, Agriculture, dated 12.2.1968	Full power subject to Budget provision	Rs.700/- limited to Rs.3000/- per annum	Rs.500/- limited to Rs.2000/- per annum	Rs.300/- limited to Rs.1000/- per annum
15	Repair charge to Boats and Coracles (including Motor Boats Fibre Glass boats and launches	Sl.No.(6) Appendix 7 of Tamil Nadu Financial Code Volume II. G.O.Ms.No.2015, Agriculture, dated 28.6.196 G.O.Ms.No.2288, Food and Agri. dt.30.6.1960 G.O.Ms.No.348, Agri.dt.12.2.1968	Full power subject to Budget provision	Rs.5000/- limited to Rs.15000/- per annum	Rs.5000/- limited to Rs.10000/- per annum	Rs.2000/- limited to Rs.5000/- per annum
16	Purchase of furniture and other office equipments (including Record Racks, coir and Rattan Mats, Table cloth, clocks and time-pieces, fire fighting equipment, office scales	Sl.No.(6) Appendix 7 of Tamil Nadu Financial Code	Full power limited to Rs.10,000/- per annum	Rs.3000/- limited to Rs.5000/- per annum	Rs.1000/- limited to Rs.3000/- per annum	..

	and weights	Volume II. G.O.Ms.No.2015, Agriculture, dated 28.6.196 G.O.Ms.No.2288, Food and Agri. dt.30.6.1960				
16(A)	Purchase of Fuel		Full power subject to Budget Provision	Full power subject to Budget Provision allocated to the Officer	Full power subject to Budget Provision allocated to the Officer	Full power subject to Budget Provision allocated to the Officer
17	Purchase of Torch lights and battery cells (special purpose in regard to fishing, fishery conservation, etc.)	Govt.Memo No.181715/Sa./76 -2, Finance, dt.22.2.77	Full power subject to Budget provision	Rs.500/- limited to Rs.2000/- per annum	Rs.200/- limited to Rs.1000/- per annum	Rs.100/- limited to Rs.500/- per annum
18	Meetings of Committees, etc., Refreshment charge	Sl.No.31 of Appendix 5 of Tamil Nadu Financial Code Volume II. G.O.Ms.No.1209, Fin(Sal), dt.24.8.79 G.O.Ms.No.110, Agriculture dt.12.01.1971	Full power subject to rates fixed by Governmen t in Finance Department	..	..	..



		G.O.Ms.No.2015, Agri.dt.28.6.1969				
19	Radios and Transisters Projector slides for propaganda purpose and other advertisements by showing slides through Cinema	Sl.No.22 (v) of Appendix 5 of Tamil Nadu Financial Code Volume II.	Rs.2000/- per annum	Rs.1000/- per annum	Rs.1000/- per annum for Deputy Director of Fisheries/ Principal, Staff Training Institute, only	Rs.500/- per annum for Asst.Director of Fisheries (Extension) only
20	Photographic charges	Sl.No.35 of Appendix 5 of Tamil Nadu Financial Code Volume II. G.O.Ms.No.348, Agri. dt.12.2.68 G.O.Ms.No.3316 F&A dt.24.10.62 G.O.Ms.No.2288, F&A dt.30.6.60	Full power limited to Rs.5000/- per annum	-	Rs.300/- limited to Rs.1000/- per annum	Rs.100/- limited to Rs.500/- per annum
21	Renting of Private Lands and Buildings for office accommodation	Sl.No.44 II (A) of Appendix 5 of TNFC Vol.II G.O.Ms.No.650, Finance (Sal.) dt.5.10.1962 G.O.Ms.No.110, Agri dt.12.2.68 G.O.Ms.No.1121,	..	..	..	..

		1122, F&A dt.1.4.1966				
22	Accommodation for other public purpose	Sl.No.44 II(B) of Appendix 5 of TNF Code Vol.II G.O.Ms.NO.650, Finance (Sal.) dt.5.10.1982	Rs.1000/- p.m.per building	..	Rs.250/- p.m.per building	Rs.75/- p.m. per building
23	To purchase samples of fish or fishery products, crafts and tackles for Exhibition in the Museum in Office	Sl.No.47, Appendix 5 of TNF code Vol.II	Rs.500/- limited to Rs.3000/- per annum	..	Rs.300/- limited to Rs.2000/- per annum	Rs.100/- limited to Rs.1000/- per annum
24	Purchase of Round Tin Carriers, Double Tin Carriers, Polythene Bags, Oxygen cylinders and other accessories required for fish seed production and transport	Sl.No.48(F) Appendix V of TNF Code Vol.II G.O.Ms.No.3716, F&A dt.23.12.1963 G.O.Ms.No.2015, Agriculture dt.28.6.0969 G.O.Ms.No.3716, F&A.dt.24.12.196 3	Full power subject to Rs.20,000/- per annum	Rs.10,000/ - per annum	Rs.5,000/- per annum	Rs.2,000/- per annum
25	Purchase of Hardware materials and paints, Timber, ferrous and non-ferrous materials required for the maintenance of mechanized fishing boats, non-mechanized boats and	..	..	..	..	..

	boats fitted without board motors, twines, webbings, Ropes, Floats, Sinkers and other fishing implements, scientific and any other items of store required for the Ice Plant, Cold Storage, service centres, fishing harbours and other units of the Department Purchase and Transport of Fish seeds and Brood Stock					
26	Insurance of consignments of diesel engines, electrical goods, machines and scientific instruments, etc.	G.O.Ms.No.2015, Agri. dt.28.6.69	Full power subject to Budget Provision	Rs.5000/- limited to Rs.10000/- p.a.	Rs/2500/- limited to Rs.5000/- per annum	Rs.1000/- limited to Rs.2000/- per annum
27	To sanction estimates for petty constructions and repairs to buildings, maintenance and repairs to farms	Appendix 11 of TNF code Volume II G.O.Ms.No.110, Agri, dt.12.1.71 G.O.Ms.No.589, F&A dt.17.2.65	Rs.20,000/- limited to Budget Provision	Rs.5000/- limited to Rs.10000/- per annum	Rs.2500/- limited to Rs.5000/-per annum	Rs.1000/- limited to Rs.2500/- per annum
28	Purchase of prawn seeds, fish seeds and feeding materials for prawn, fish etc., and transport charges		Full powers subject to Budget provision	Rs.5000/- limited to Rs.10000/- per annum	Rs.2500/- limited to Rs.5000/- per annum	Rs.1000/- limited to Rs.2000/- per annum
29	To sanction additions, improvements and alterations to existing electrical installations in respect of non-residential buildings	Appendix 13 of TNF Code Vol.II G.O.Ms.No.348, Agri. dt.12.2.1963	Rs.10,000/- limited to Budget Provision	Rs.5000/- limited to Rs.10000/- per annum	Rs.2000/- limited to Rs.5000/- per annum	Rs.1000/- limited to Rs.2000/- per annum
	Residential Buildings	..	..	..	..	..

30	purchase of Fishery Exhibits	Sl.No.9 of Appendix 14 of TNFC vol.II	Rs.10,000/- limited to Budget Provision	..	Rs.200/- limited to Rs.1000/- per annum	s.100/- limited to Rs.500/- per annum
31	Fees for service rendered by Govt. Pleaders etc.,	Sl.No.10 of Appendix 14 of TNF Code Vol.II	Full Power subject to the Budget Provision	Rs.1000/- per annum	Rs.500/- per annum	-
32	Write off losses of public money included in the cash accounts and stores irrecoverable value of store or public money lost through fraud negligence or other causes	Sl.No.1 of Appendix 21 of TNF Code Vol.II	Rs.10,000/- limited to Rs.1,00,000 /- per annum	..	..	..
33	Write off losses of irrecoverable revenue	G.O.Ms.No.827, Agriculture, dt.17.3.1969	Rs.1000/- limited to Rs.5,000/-	Rs.500/- limited to Rs.3,000/-	Rs.300/- limited to Rs.2000/-	..
34	Write off losses due to spoilage of fish, write off losses of books in Fisheries Library and write off value of articles condemned due to fair wear and tear or due to loss	G.O.Ms.No.348, Agriculture dt.12.2.1968	Rs.2000/- limited to Rs.10,000/- per annum	..	..	..
35	Sanction for refund and power to withdraw and adjust security, deposits paid in respect of Boats	G.O.Ms.No.110, Agriculture dt.12.2.1971	Full power subject to Budget Provision	..	Full power subject to Budget Provision	..
36	Purchase of Drawing materials, blue prints, models etc., Photostat copies, Xerox copies and Ammonia printing, e tc.	G.O.Ms.No.2015, Agri. dt.28.6.69 G.O.Ms.No.110,	Full power subject to Budget		Rs.200/- limited to Rs.1000/- per annum	

		Agriculture dt.12.2.1971	Provision			
37	Purchase of stores, condemnation of stores other than furniture	G.O.Ms.No.2175, Agri. dt.24.7.70 G.O.Ms.No.110, Agriculture dt.12.2.1971	Rs.10,000/- limited to Rs.20,000/- per annum	Rs.2000/- limited to Rs.5000/- per annum	Rs.1000/- limited to Rs.2000/- per annum	Rs.500/- limited to Rs.1000/- per annum
38	Repair of Calculators		Rs.500/- per annum			
39	Participation in Exhibitions	G.O.Ms.No.348, Agriculture dt.12.2.1968	Rs.500/- per exhibition limited to Rs.5000/- per annum			
40	Works allotted to Public Works Department with regard to works debitable to Public Works Grant  a.Original works other than Residential Buildings and Electrical Works b.Residential Buildings	Appendix 11 Part II B (a) (2) 1 of TNF code Volume II	..	..	..	..
41	Countersigning Estimates relating to Fisheries works sanctioned by Government executed other by Fisheries Department/PWD or Port Depart.	..	..	..	..	..
42	Payment of coolly charges for transport of machinery, stores and fish seeds	G.O.Ms.No.2815, Agri. dt.23.6.69  G.O.Ms.No.110,	Full power subject to Budget provision	..	Rs.1000/- limited to Rs.10000/- per annum	Rs.500/- limited to Rs.5000/- per annum

		Agriculture dt.12.2.1971				
43	Write off losses towards loss of nets, tackles, etc., in sea/inland waters	G.O.Ms.No.110, Agriculture dt.12.2.1971	Rs.500/- limited to Rs.5000/- per annum	..	Rs.200/- limited to Rs.2000/- per annum	..
44	Workers compensation Act 1923-Payment to compensation under the Act	Sl.No.3 of Appendix 14 of TNF Code Vol.II	Full power subject to Budget provision	..	..	..
45	Compensation for rights of fishery in tanks, etc., belonging to Devasthanams, etc., when taken over	Sl.No.3(L) of Appendix 14 of TNF Code Vol.II G.O.Ms.No.427, Agriculture dt.23.2.1970	..	Rs.5000/- per annum	Rs.2000/- per annum	Rs.1000/- per annum
46	Demurrage charges	G.O.Ms.No.370, Agriculture dt.13.2.1969	Rs.100/- limited to Rs.300/- p.a	..	Rs.50/- limited to Rs.100/- per annum	Rs.25/- limited to Rs.55/- per annum
47	Annual payment of Rent for Port Departmental lands where landing facilities had been developed by the Fisheries Department.	G.O.Ms.No.2230 Agri dt.18.7.69 Govt.Memo No.133201/Coos/ 69 Finance Department dated 19.6.1970	..	..	..	Full power subject to budget provision

48	Execution of agreements for the supply of nylon, nets and mechanized fishing boats to fishermen in one instalment basis	G.O.Ms.No.38, F&A dt.4.1.764	Full power subject to budget provision		Full power subject to budget provision	..
49	Annual Maintenance charge for boats	G.O.Ms.No.1308 Agri dt.28.5.73 G.O.Ms.No.2745 Agri dt.24.8.1976	..	..	..	..
50	Payment of Honorarium to the Medical Officer imparting First Aid Training to fishermen Training to fishermen trainees in Fisheries Training Centres	G.O.Ms.No.861 F&A dt.23.6.82	Full power Rs.15/- p.m. per trainee every year	..	..	Asst.Directors of Fisheries (FTC) Rs.15/- per Trainee
51	Condemnation of wooden non-mechanized boats and coracles	..	..	..	..	..
52	Purchase of Sports goods and materials	..	Rs.2000/- per annum	..	..	..
53	Study tour Travelling expenses to Fishermen trainees of Fisheries Training Centres, Madras, Cuddalore, Nagapattinam, Tuticorin, Mandapam and Colachel	G.O.Ms.No.572 Forests and Fisheries Department, dt.6.7.1978 G.O>ms.No.642 F&F dt.25.5.87	Rs.4000/- per training centre	..	..	..
54	Purchase of Educational Films for Fisheries Extension units and Audio Visual Units	..	Rs.5000/- per annu,	..	..	..
55	Purchase of Chemicals for Research works	G.O.Ms.No.72 F&F Dept.,	Rs.5000/- subject to	Rs.2000/- limited to	Rs.1000/- limited to	Rs.500/- limited to

		dt.13.2.1974	Budget Provision	Rs.5000/- per annum	Rs.3000/- per annum	Rs.2000/- per annum
56	Loss due to auction of seized boats and acceptance of bid rate thereof	..	..	..	..	..
57	Purchase of feeding materials including Pituitary glands for induced carp spawning centres and other Research Centres	G.O.Ms.No.839, F&F Dt.15.7.1981	Full power subject to Budget provision	Rs.25000/- per annum	Rs.10000/- per annum	Rs.10000/- per annum
58.	Disposal of trees fallen due to cyclone, heavy rains etc., and dried trees	..	Full power subject to Budget provision	Rs.2000/- per annum	Rs.1000/- per annum	..



## **JOB CHART**

### **COMMISSIONER OF FISHERIES / DIRECTOR OF FISHERIES**

Head of the Department.

### **JOINT DIRECTOR OF FISHERIES/ DEPUTY DIRECTOR OF FISHERIES IN HEADQUARTERS:**

To assist the Head of Department in the implementation of scheme in the entire state of Tamil Nadu in their respective field viz. Marine, Inland and Research.

### **JOINT DIRECTOR OF FISHERIES/ DEPUTY DIRECTOR OF FISHERIES (REGIONAL)**

To supervise the implementation of various schemes in their region and report the progress to the Head of Department.

### **DEPUTY DIRECTOR OF FISHERIES (ENGINEERING) IN HEADQUARTERS**

To assist the Head of Department in the implementation of schemes in the Engineering Wing of the Department, viz provision of infrastructure facilities such as Fishing Harbours, Fish Landing Centers, Jetties, Guide Lights etc.

### **DEPUTY DIRECTOR OF FISHERIES (PERSONNEL) / PERSONAL ASSISTANT (ADMINISTRATION) IN HEADQUARTERS**

To assist the Head of Department in the management of personnel of the Fisheries Department.

### **PERSONAL ASSISTANT (ACCOUNTS) IN HEADQUARTERS**

Preparation of Bills of the Head Office, Stationary, Records, Petitions received from C.M.Special Cell and all miscellaneous matters.

### **DEPUTY REGISTRAR (FISHERIES) IN HEADQUARTERS**

To assist the Director of Fisheries in respect of schemes coming under Fisheries Cooperatives and Tamil Nadu Apex Fisheries Coop. Federation.

***ACCOUNTS OFFICER (FISHERIES) IN HEADQUARTERS***

To assist the Director of Fisheries in all Financial matters, Budgeting, Audit etc.

***SUPERINTENDING ENGINEER, FISHING HARBOUR PROJECTS CIRCLE,***

In charge of the Fishing Harbour Projects Circle and has to execute all works connected with the establishment of Fishing Harbour, Landing Jetties etc.

***PRINCIPAL, FISHERIES STAFF TRAINING INSTITUTE, CHENNAI***

In charge of training programme for the newly recruited personnel and inservice training for the existing staff.

***FISHERY ECONOMIST***

To assist the Principal in the various training programmes in the Staff Training Institute.

***PERSONAL ASSISTANT IN REGIONAL OFFICES***

To assistant Regional Joint Directors/Deputy Directors in Regional Offices.

***JOB CHART OF ASSISTANT DIRECTOR OF FISHERIES***

***ASSISTANT DIRECTOR OF FISHERIES (MARINE FISHERIES)***

- a. He will be the representative of the District so far as Fisheries Department is concerned.
- b. He will be the Coordinator/ Liaison Officer for Coordination/ Liaison.
- c. With the district administration.
- d. Authorised Officer for Marine Fisheries Regulation Act and Rules.
- e. Act as the Functional Registrar in the respective district for registration of Fisheries.
- f. Cooperative (Fisheries Cooperatives including Women Cooperatives)

- g. Administration of Marine Fisheries Schemes.
- h. Administration of Marine Fishermen Welfare Schemes.
- i. To look after Decentralised District Planning activities concerning Fisheries.
- j. Responsible for coordinating all Fisheries schemes implemented in its districts with the functional Assistant Director of Fisheries working in the respective districts.

***ASSISTANT DIRECTOR OF FISHERIES (INLAND FISHERIES)***

- a. Representative of the department of Fisheries in the district.
- b. Coordinate/Liaise with the District administration.
- c. Functional Registrar for Registration of all Fisheries Cooperatives in the District.
- d. Management of Fish Seed Farms, Reservoirs and all water bodies in the district.
- e. Management of activities hitherto looked after by the Fish Farmers Development Agency in the respective districts.
- f. Management of provisionised water bodies.
- g. Management of Fishermen Cooperative Societies including fisherwomen.
- h. Administration of welfare schemes for Inland Fisherfolk.
- i. Inland fish marketing.

***ASSISTANT DIRECTOR OF FISHERIES (AQUACULTURE)***

- a. Incharge of activities hitherto looked after by the Fish Farmers Development Agency and Brackish Water Fish Farmers Development Agency in the respective districts.
- b. Management of Fish Seed Farms, Reservoirs and other water bodies in the respective districts.
- c. All functions related to issue of permission to shrimp aquaculture farms as per the guidelines of the Aquaculture Authority of India.

- d. Acting as Chief Executive Officer of the respective districts so far as Brackish Water Fish Farmers Development Agencies are concerned.
- e. Promotion of backwater/ brackishwater fisheries and Mariculture activities in the respective districts.
- f. Welfare of fishermen who depends on backwater/ brackish water and Mariculture activities.
- g. Extension of technology to freshwater farmers and brackishwater farmers in the respective districts.
- h. Coordination with the funding institutions and ICAR institutions in the respective districts.

***ASSISTANT DIRECTOR OF FISHERIES (EXTENSION AND TRAINING)***

- a. Impart training in modern fishing methods.
- b. Engine servicing.
- c. Maintenance and upkeep of outboard motors and Inboard marine diesel engines.
- d. Fabricating and mending of fishing nets.
- e. Training in first aid rescue operations for saving fishermen in distress at sea.
- f. To organize community meets.
- g. Promote communal harmony in the coastal villages.

***ASSISTANT DIRECTOR OF FISHERIES (RESEARCH)***

- a. Incharge of applied research concerning fisheries and to liaise with all ICAR institutions to get the latest fisheries technological development and disseminate information.
- b. To conduct the environmental impact assessment of coastal water/ freshwater bodies and suggest corrective measures.
- c. To liaise with the State Pollution Control Board so far as major industrial/ environmental pollution and take appropriate preventive measures in coordination with the State Pollution Control Board as well as ICAR Institutions.



***INSPECTOR OF FISHERIES / SUB INSPECTOR OF FISHERIES  
MARINE DIVISION***

1. Fisheries Extension Functions.
2. Assistance to Marine Fishermen through Fishermen Cooperative Societies.
3. Implementation of Savings-cum- Relief Scheme for Marine Fishermen.
4. Implementation of Fishermen Free Housing Scheme.
5. Identification of beneficiaries of Socio-economic schemes.
6. Identification of Fishing hamlets needing infrastructure like roads, lights, drinking water, etc
7. Collection of information on fish landing and fishing seasons including craft and gear.
8. Provision of fishing inputs like craft, gear and engines on subsidy basis.
9. Facilitate hygienic handling of fish.
10. Facilitate better marketing practices.

***INLAND FISHERIES / AQUACULTURE***

1. Management of Seed Farms.
2. Management of Reservoir Fisheries.
3. Management of provincialised water under the control of Department of Fisheries.

4. Training of Fish Farmers in Fish Culture practices.
5. Demonstration of advanced Fish/Prawn Farming Techniques.
6. All functions under the erstwhile Fish Farmers Development Agencies.
7. Assessment of reservoir productivity and collection of fish landing data.
8. Implementation of schemes under Brackish water Fish Farmers Development Agency Scheme.
9. Promotion of Marine Fish Farming.
10. Provision of facilities for land based marine fish farming.
11. Implementing Aquaculture Authority of India guidelines for the promotion of sustainable shrimp aquaculture.
12. Management of Inland Fishermen Cooperatives.

### ***FISHING HARBOUR***

1. Coordinating with the Chennai Port Trust for Fishing Harbour maintenance.
2. Registration of Fishing vessels.
3. Renewal of license.
4. Enforcement of Marine Fisheries Regulation Act and Rules.
5. Liaise with marine fishermen groups to maintain harmony and peace in the Fishing Harbour premises and fishing zones.
6. Safety and rescue operations of Marine fishermen.

### ***EXPLORATORY FISHERIES***

1. Collection of data on marine fish landing.

2. Maintenance of records on Types of fishing gears used in marine capture fishery in the state.
3. Collection of data on craft and gear combination season wise to assess the marine fish production trend vs prospects.
4. Demonstration of viable multi-day, multi-gear fishery in the state.

### ***EXTENSION AND TRAINING***

1. Imparting training in modern fishing methods, servicing of fishing boats, nets and marine diesel engines including out-board motors.
2. Dissemination of information to Marine Fishermen on the capture fishery trend and prospects.
3. Extension of Technology on capture fishery.
4. Running awareness programme for the use of marine fishermen.

### ***RESEARCH ASSISTANTS***

#### ***MARINE FISHERIES***

1. Assigned Research Project.
2. Pollution and other Environmental impact assessment related to Coastal Fisheries.
3. Collection of Marine resource information.
4. Stock enhancement programme.
5. Conducting Awareness campaign to promote sustainable capture and culture fisheries.
6. Identifying endangered aquatic species and other conservation measures.
7. Exploring the mariculture developments of the districts concerned.



## ***INLAND FISHERIES***

1. Assigned Research Project.
2. Pollution and other Environmental impact assessment related to river line fisheries.
3. Assessing productivity at reservoirs of the concerned districts and suggest suitable measures for boosting fish production.
4. Fishing development in larger and smaller water bodies under the control of Fisheries Department and other institutions like Hindu Religious and Charitable Endowment and Panchayat.
5. Extending technical assistance to private farmers of the district right from site selection and exploitation.
6. Investigating shell/fin fish disease occurrence, forecasting to other areas to take prophylactic measures and suggesting control measures
7. Exploring the possibilities of cage culture of fishes/fish seeds rearing in the perennial water bodies.

## ***AQUACULTURE***

1. Assigned Research Project.
2. Brackishwater Fish Farmers Development Agency work.
3. Extension of updated sustainable fish culture technologies to private farmers.
4. Estimating the inland and brackishwater capture and culture operations of the districts.
5. Investigating shell/fin fish disease occurrence, forecasting to other areas to take prophylactic measures and suggesting control measures.
6. Extending technical assistance to small / medium farmers of the district right from site selection and exploitation.

### ***EXTENSION AND TRAINING***

1. Assigned Research Project.
2. Identifying the gap or hindrance for fisheries development and to organize awareness campaign.
3. Propaganda of Fisheries welfare schemes and conducting training programmes for the rural fisherfolk.
4. Extending technical assistance and project preparation for small scale entrepreneurs.
5. Transfer of technologies from lab to land by demonstrating the techniques in Government and private farms.

### ***SEED PRODUCTION CENTRES***

1. Assigned Research Project.
2. Fish seed production with targets and supply of quality seeds to the needy water bodies.
3. To develop, advance techniques in seed production and rearing and demonstrate to the private farmers engaged in seed production.
4. Extending technical assistance to small/ medium scale Fish farms interested in seed production right from site selection to seed rearing.
5. Exploring the possibilities of cage rearing of seeds in their districts.

### ***MARINE AQUARIUM / WET LAB***

1. Assigned Research Project.
2. Conducting experiments on marine aquarium fish breeding and other marine Fin Fish breeding.
3. Extending techniques for freshwater/ marine ornamental Fish breeding and rearing to private farmers.
4. Live feed culture.

5. Breeding of Cat fish, Fresh water Prawns, Lobsters, Crabs, etc.
6. Exploring possibilities of developing sea ranching centres along the coast.

## **CHAPTER IV**

### ***Rules, Regulations, Instructions, Manuals, Records For Discharging Functions***

#### ***LIST OF MANUALS AND RULES HELD BY THE DEPARTMENT:***

1. Tamil Nadu Financial Code Vol.I & II
2. Tamil Nadu Treasuries Code Vol.I & II
3. Tamil Nadu Accounts Code Vol.V
4. Tamil Nadu Budget Manual
5. Tamil Nadu Travelling Allowance rules 2005
6. Constitution of India (relevant articles governing financial and administrative powers of Government officials)
7. Indian Fisheries Act 1927
8. Tamil Nadu Marine Fisheries Regulation Act 1983 and Rules 1986.
9. Tamil Nadu Coop. Societies Act 1983 and Rules 1988.
10. Tamil Nadu Government Servants Conduct Rules.
11. Fundamental Rules

12. Tamil Nadu State General and Subordinate Service Rules
13. Tamil Nadu Fisheries Service Special Rules 1987
14. Tamil Nadu Fisheries Subordinate Service Special Rules 1988.
15. Kodaikanal Hills Fishing Rules 1969.
16. Ooty hills Fishing Rules.
17. Leasing of Fishery Rights in rural water bodies.

**Water bodies under the control of Panchayats.**

G.O.Ms.169, Rural Development Department, dated: 16.08.1999.

**Water bodies under the control of Public Works Department**

G.O.Ms.No.332, Animal Husbandry and Fisheries Department, dated: 17.11.1993

**Water Bodies under the control of Hindu Religious and Charitable and Endowment Department.**

G.O.Ms.No.375, Commercial Tax and Religious and Charitable Department, dated: 28.11.1994

**Water Bodies under the control of Municipalities**

G.O.Ms.No.117, Municipal Administration and Water Supply Department, dated: 09.05.1997.

**Provincialised Water Bodies under Fisheries Department**

G.O.Ms.No.33, Animal Husbandry and Fisheries Department, dated: 27.02.1995.

**Water Bodies under the control of Forests Department**

G.O.ms.No.94, Environment and Forests Department, dated: 06.04.2000.

<b>Name / Title of the document</b>	<b>Code books</b>
<b>Type of the document</b>	<b>Manual</b>

**(i) (a) Tamilnadu Financial Code Vol. I**

This volume contains mainly the financial rules for ensuring that revenue is collected properly, rules relating to financial powers of administrative authorities, rules for purchase of stores, rules regarding execution of works, rules regarding execution agreements for purchase of stores and execution of stores etc., This rule universally applies to all Government Department including Tamilnadu State Fisheries Department.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (b) Tamilnadu Financial Code Vol. II**

This volume contains various financial powers delegated by Govt. of Tamilnadu to all Heads of Departments. The financial delegation of subordinates to Heads of Departments are not included in this manual.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (c) Tamilnadu Treasury Code**

This volume contains detailed instructions to Treasury Officers and all Drawing and Disbursing Officers with regard to conduct of Treasury business. This code also prescribed required forms for being utilized by the Treasury Officers and Drawing and Disbursing Officers to be utilized for the conduct of Treasury business.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (d) Tamilnadu Budget Manual**

This manual contains rules framed by the Finance Department for the guidance of the Estimating Officers and Departments of Secretariat in the preparation and examination of the Budget Estimates and the subsequent control over expenditure to ensure that it is kept within the authorized grants.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (d) Tamilnadu Accounts Code**

This manual contains rules regarding the duties and responsibilities of Heads of Departments and Heads of Offices and the Drawing and Disbursing Officers in discharge of their duties with regard to spending public money and accountability.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (e) Tamilnadu Pension Code**

This code enables the pension sanctioning authorities to discharge their functions for the sanction of pension to retiring Government employees. This provides elaborate guidelines to be followed for the scrutiny of pension applications.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (f) Tamilnadu Fisheries Manual Part I.**

This manual gives detailed guidelines to all Departmental Officers in discharge of their duties and responsibilities. It also gives guidelines for the conduct of Office business in the Directorate as well as the Subordinate Officers of the Department. This manual also prescribes time limits for the disposal of letters and public grievances.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (g) Tamilnadu Office Manual**

As in the case of Fisheries Manual Part I, this offers elaborate guidelines for the discharge of day to-day Office business in all Government Offices including Taluk level Officers. This manual stipulates specific duties for Officers from Head of Office to down the level of Revenue Inspectors.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

**(i) (h) Manual of Tamilnadu Travelling Allowance Rules 2005**

This manual lays down detailed classification of Government Officers, their tours on duty and on transfer. This rule stipulates eligibility criteria with regard to claim of traveling allowances on tour and for availing leave travel concessions in accordance with the Grades. This rule also gives details of eligibility of Traveling Allowances for Government Servants' family on transfer to a new headquarters. It stipulates conditions for availing various allowances connected with travel on duty and on transfer.

This manual is a priced publication and can be obtained from the Tamilnadu Govt. Press.

<b>ii)Name / Title of the document</b>	<b>Act and Rules</b>
<b>Type of the document</b>	<b>Act</b>

**(ii) (a) The Constitution of India**

Part of Articles of Constitution of India relating to functions and responsibilities of Government Officers for the discharge of their constitutional responsibilities are relied upon for decision making, especially for spending public money.

This can be had from any Government Press retail outlet as well as private publishers who are authorized to sell the Government publications.

**(ii) (b) The Code of Civil Procedure, 1908 amended with 2002 Act.**

This code of civil procedure gives elaborate guidelines for handling civil suits their disposal, appeal and also filing of affidavits by the public servants which arise due to the normal public duties.

This can be had from any Government Press retail outlet as well as private publishers who are authorized to sell the Government publications.

**(ii) (c) Code of Criminal Procedure**

This code enlightens the Officers who happened to handle criminal cases, especially of cheating; misappropriation of public money or theft of public properties involving Government servants.

This can be had from any Government Press retail outlet as well as private publishers who are authorized to sell the Government publications.

**(ii) (d) Indian Fisheries Act, 1827**

This Act lays down area of fishing, type of fishing and method of fishing in relation to the nature of water bodies. This Act also clearly offers a list of prohibitive Acts in relation to fishing. Under this Act, various fishing rules have been framed for specific purpose. They are Kodaikanal Hills Fishing Rules 1969, and Nilgiris Hills Fishing Rules 1969 and various Government Orders for lease of fishery rights in rural water bodies.

A copy of the Indian Fisheries Act, 1827 can be had from the Government Press, Chennai or an abstract of this said Act can be had from the Director of Fisheries at free of cost.

**(ii) (e) Tamilnadu Marine Fishing Regulation Act 1983 and Rules 1986**

This Act is aimed at regulating the marine fishing activity in the coast of Tamilnadu. The main Act lays down various regulatory and management measures for coastal fishery enabling the maintenance of sustainable capture fishery in the State. This Act also lays down various control measures to avoid conflict between the traditional and the mechanized fishing sector.

This can be had from any Government Press retail outlet as well as private publishers who are authorized to sell the Government publications.

**(ii) (f) Tamilnadu Cooperative Societies Act 1983 and Rules 1988**



The aim of this Act is to encourage viable cooperative sector through regulation and control of their functioning. It also provides provisions for the Registrar of Cooperative Societies (including functioning Registrars) to monitor their functioning, ensure effective management and also take stringent action against erring managements of Cooperatives.

This can be had from any Government Press retail outlet as well as private publishers who are authorized to sell the Government publications.

**(ii) (g) Tamilnadu Fundamental Rules**

The Fundamental Rules lays down service conditions for all Government employees right from their entry into service to their retirement. This rule also contains leave eligibility criteria, pay and other allowances that are to be paid to different grades of Government officials.

This can be had from any Government Press retail outlet as well as private publishers who are authorized to sell the Government publications.

**(ii) (h) Tamilnadu Government Servants Conduct Rules**

This Rule defines the expected conduct of all Government Employees as well as puts down criteria for acquiring assets and liabilities by any serving Government employees.

This can be had from any Government Press retail outlet as well as private publishers who are authorized to sell the Government publications.

From where on can get a copy of rules, regulations, instructions, manual and records Address: O/o.Commissioner of Fisheries, Administrative Office Buildings, Teynampet, Chennai – 600 006

Telephone No. 24320791  
Fax No. 24320791  
24335585  
E-mail: tnfisheries@nic.in

## ***CHAPTER V***

***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***

### ***FISHERY ADVISORY BOARD:***

The Government constitutes two Advisory Board i.e., "Tamilnadu Marine Fisheries Board" and "Tamilnadu Inland Fisheries Board". The Boards will advise the Government on the ways and means for development of Fisheries and fishermen welfare etc., in the State. The Hon'ble Minister incharge of Fisheries will be Chairman and the Director of Fisheries will be Member-Secretary for

both the Boards. The Boards includes both Officials and Non-Official members. The Non-Official members includes District-wise representation from fishermen.

The terms of reference of the Marine Fisheries Advisory Board and Inland Fisheries Advisory Board are as follows :-

- To find out ways and means for improvement of fish catch by mechanization and modernization .
- To advise on improvement of fishing nets and other fishing implements.
- To advise on integrated development and implementation of marine and inland fisheries.
- To advise on the preservation of fish at the place of catches for processing and marketing of the fish.
- To advise on the development of industries relating to fish.
- To advise better utilization of aquatic resources.
- To find out ways and means for a strong cooperative movement to enable fishing communities to uplift their status through cooperative effort.
- To advise ways and means for attaining to above mentioned objectives for getting financial assistance as capital material and other equipments.
- To advise on socio-economic measures for upliftment of fishermen community.
- To advise on infrastructure facilities and basic amenities to the fishermen community.

The headquarters of both the Boards will be at Chennai. The Boards will hold meetings every half year or so often as may be required in special circumstances. The District level Officers of various Departments who are not members of these Boards may also be invited if need be. The non-official members of both the Boards will hold the Office for three years from the date of reconstitution of the respective Boards.

## **CHAPTER VI**

### ***A statement of the categories of documents that are held by Department or its control***

#### **LIST OF DOCUMENTS HELD BY THE DEPARTMENT :-**

<b>Sl.No.</b>	<b>Category of the document</b>	<b>Name of the document</b>	<b>Procedure to obtain the document</b>	<b>Held by / under control of</b>
1)	Fisheries information and statistics	Endeavour and Achievements (Year-wise)	Free publication. Can be obtained by addressing to the Director of Fisheries, Chennai	Directorate of Fisheries, Chennai-6.
2)	Administration report	Administration report (Year-wise)	-do-	-do-
3)	Government Policy on Fisheries	Policy Note (Yearwise)	-do-	-do-
4)	Budget	Performance	-do-	-do-

		Budget (Year-wise)		
5)	Citizen Chart	Citizen Chart (Year-wise)	-do-	-do-

## **CHAPTER VII**

### ***Statement of Boards, Councils, Committees and other Bodies constituted as its part***

#### **STATEMENT OF BOARDS AND COMMITTEES WHICH ARE INVOLVED IN POLICY MEETING**

<b>Sl. No</b>	<b>Name of the Board/Council</b>	<b>Purpose</b>	<b>Nature of Membership</b>	<b>Access to public</b>
1.	Fisheries Advisory Board	To tender advice for policy and programme implementation	Ad hoc	Yes
2.	Fisheries Research Council	To tender advice on Research and Development programmes	Ad hoc	No

3	Aquaculture State Level Committee	To tender advice and guidelines for regulating Coastal Aquaculture	Ad hoc	No
4.	Aquaculture District Level Committee	To tender advice and guidelines for regulating Coastal Aquaculture	Ad hoc	No
5.	Solatium Committee	To examine on case by case basis request for compensation affected in dispute between mechanized fishermen and Andhra Fishermen.	Ad hoc	Yes
6.	Management Committee on Fish Farmers Development Agency	To tender advice on managerial Fish Farmers Development Agencies and also release of financial assistance to Fish Farmers	Ad hoc	Yes
6.	Management Committee on Brackishwater Fish Farmers Development Agency.	To tender advice on managerial Brackishwater Fish Farmers Development Agencies and also release of financial assistance to Aqua Farmers	Ad hoc	Yes
7.	Tamil Nadu	To oversee the management of	Ad hoc	No

	Fisheries Development Corporation Board	Tamil Nadu Fisheries Development Corporation and also tender advise for development of corporate objectives.		
8.	Tamil Nadu State Apex Fisheries Coop. Federation Board	To oversee the management of Tamil Nadu State Apex Fisheries Coop. Federation and also tender advise for development of corporate objectives.	Ad hoc	No

**Details of APIOs and Appellate Authorities**

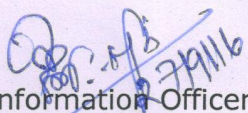
Sl. No	Name of the Department / Region	Name of the District	Designation of Public Information Officers	Designation of Appellate Authorities
1	Fisheries	Head Office	Scheme	Additional Director of Fisheries (Inland)
2			Administration	
3	Chennai	Chennai	Assistant Director of Fisheries, Chennai	Joint Director of Fisheries (Regional), Chennai - 28.
4		Thiruvallur	Assistant Director of Fisheries, Thiruvallur	
5		Kancheepuram	Assistant Director of Fisheries, Kancheepuram	
6		Vellore	Assistant Director of Fisheries, Vellore	
7	Cuddalore	Cuddalore	Assistant Director of Fisheries, Cuddalore	Deputy Director of Fisheries (Regional), Cuddalore.
8		Villupuram	Assistant Director of Fisheries, Villupuram	
9 & 10	Nagapattinam	Nagapattinam	Assistant Director of Fisheries, Nagapattinam (North) and (South)	Joint Director of Fisheries (Regional), Nagapattinam.
11		Thiruvarur	Assistant Director of Fisheries, Thiruvarur	
12		Thanjavur	Assistant Director of Fisheries, Thanjavur	
13	Dharmapuri	Dharmapuri	Assistant Director of Fisheries, Dharmapuri	Deputy Director of Fisheries (Regional), Dharmapuri
14		Mettur Dam	Assistant Director of Fisheries, Mettur Dam	

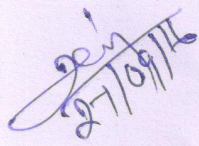
(P.T.O)



15		Krishnagiri	Assistant Director of Fisheries, Krishnagiri	
16	<b>Bhavanisagar</b>	Bhavanisagar	Assistant Director of Fisheries, Bhavanisagar	Deputy Director of Fisheries (Regional), Bhavanisagar
17		Erode	Assistant Director of Fisheries, Erode	
18		Ooty	Assistant Director of Fisheries, Ooty	
19	<b>Trichy</b>	Trichy	Assistant Director of Fisheries, Trichy	Deputy Director of Fisheries (Regional), Trichy
20		Ariyalur	Assistant Director of Fisheries, Ariyalur	
21		Pudukkottai	Assistant Director of Fisheries, Pudukkottai	
22 & 23	<b>Ramanathapuram</b>	Ramanathapuram	Assistant Director of Fisheries, Ramanathapuram (North) and (South)	Deputy Director of Fisheries (Regional), Ramanathapuram
24		Rameswaram	Assistant Director of Fisheries, Rameswaram	
25	<b>Madurai</b>	Madurai	Assistant Director of Fisheries, Madurai	Deputy Director of Fisheries (Regional), Madurai
26		Dindugal	Assistant Director of Fisheries, Dindugal	
27		Virudhunagar	Assistant Director of Fisheries, Virudhunagar	
28	<b>Thoothukudi</b>	Thoothukudi	Assistant Director of Fisheries, Thoothukudi	Joint Director of Fisheries (Regional), Thoothukudi.
29		Tirunelveli	Assistant Director of Fisheries, Tirunelveli	

30	<b>Kanyakumari</b>	Nagercoil	Assistant Director of Fisheries, Nagercoil	Deputy Director of Fisheries (Regional), Kanyakumari.
31		Colechel	Assistant Director of Fisheries, Colechel	
32		Kanyakumari	Assistant Director of Fisheries, Kanyakumari	
For Chief Engineer, Fishing Harbour Circle Division, Chennai, Personal Assistant to Chief Engineer is the Public Information Officer and the Chief Engineer is the Appellate Authority				
Tamil Nadu Fisheries Development Corporation Ltd				
Name of the Public Information Officer		Tamil Nadu Fisheries Development Corporation Ltd, 167, Poonthamalli High Road, Kilpauk, Chetpet Ecopark, Chennai - 10.		
Name of the Appellate Authority		Tamil Nadu Fisheries Development Corporation Ltd, 167, Poonthamalli High Road, Kilpauk, Chetpet Ecopark, Chennai - 10.		
Tamil Nadu State Apex Fisheries Cooperative Federation Ltd				
Name of the Public Information Officer		Tamil Nadu State Apex Fisheries Cooperative Federation Ltd, TNHB Shopping Complex, Managing Director Ashok Nagar, Chennai - 83		
Name of the Appellate Authority		Tamil Nadu State Apex Fisheries Cooperative Federation Ltd, TNHB Shopping Complex, Functional Registrar Ashok Nagar, Chennai - 83		
For Fisheries Welfare Board - The District Public Information Officers are in charge				

  
 Public Information Officer /  
 Deputy Director of Fisheries (Inland)

  
 27/09/16

# **CHAPTER IX**

## ***Procedure followed in decision making process***

### **DECISION MAKING PROCESS :-**

Tamil Nadu Fisheries Manual Part I Chapter 5, Chapter 6, Chapter 7, Chapter 8, Chapter 9 liberally laid out the procedure for disposal of letters, applications from the public for seeking assistance from the Department of Fisheries. The manual lays down the list of registers and records to be maintained in an office. It also issues guidelines for opening of tapals, distribution and receipt by the any other under his control. It gives guidelines for writing down notes, drafts and seeking orders with reference to the precedence or in the absence of precedence by following the relevant rules based on which, such representations are required are to be dealt with. It also makes it mandatory for the decision making authorities to rely upon the relevant facts and rules including Government orders for making financial decision for disposing of the request or representation from the general public. The time frame of 5 days from the date of receipt of a letter is prescribed in the manual for making a decision on the petition or a letter received from the public. Similarly, specific time frames are laid down for sending a reply to higher authorities if it is a taluk level or district level office and to the government in case of the Directorate of Fisheries. It also clearly indicates that in the even of any rejection the authority which the public has to contact and get the redressal are also given. The manual lays emphasize on the use of simple language to enable the public to understand them.

The Department of Fisheries in general follows the Thotten ham system of office procedure emphasizing public accountably concept as the prime objective in running an office or any decision making process which affects the public interest.

# **CHAPTER X**

## **Directory of Officers and Employee**

### **DIRECTORY OF OFFICERS AND EMPLOYEES OF DEPARTMENT OF FISHERIES**

#### **JOINT DIRECTOR OF FISHERIES (REGIONAL)**

Thiru.R. Thillai Govindan (A/c)  
Joint Director of Fisheries  
(Regional),  
# 75, Santhome High Road  
Raja Annamalaipuram,  
Chennai – 600 028.  
Ph.No.04424938596

Thiru. Jude Armstrong  
Joint Director of Fisheries  
(Regional) i/c  
# 23, Public Office Road,  
Velipalayam,  
Nagapattinam – 611 001  
Ph.No.04365 247721

Thiru. M. Subburaj  
Joint Director of Fisheries  
(Regional),  
# South Beach Road,  
Thoothukudi – 628 001  
Ph.No.0461 2320673

#### **DEPUTY DIRECTOR OF FISHERIES (REGIONAL)**

Thiru. G. Arumugam,  
Deputy Director of Fisheries  
(Regional),  
# Pechiamman Padithurai,  
Madurai – 625 001  
Ph No.0452 2345903

Thiru. Amal Xavier  
Deputy Director of Fisheries  
(Regional)  
T.T.C. Branch Building,  
Koundampalayam,  
Coimbatore – 641 030.  
Ph.No.0422 2443451

Thiru. Jude Armstrong,  
Deputy Director of Fisheries  
(Regional),  
# 6, Kaja Meeran Street,  
Tiruchirapalli – 620 020  
Ph.No.0431 2423860

#### **ASSISTANT DIRECTOR OF FISHERIES (MARINE)**

Thiru. Kathavarayan  
Assistant Director of Fisheries  
(Marine)  
Kanchipuram @ Chennai  
# 2/601 East Beach Road,  
Neelankarai,  
Chennai – 600 041.

Thiru. C. Gopalasamy  
Assistant Director of Fisheries  
(Marine)  
249, Sooriya Narayana Chetty St.,  
Royapuram,  
Chennai – 600 013.  
Ph No.044 25951697

Ph.No.044 24492719  
Thiru.V. Tamil mani  
Assistant Director of Fisheries  
(Marine)  
Fishing Harbour complex,  
Cuddalore – 607 003.  
Ph.No.04142 238170

Tmt . B. Jenyferck  
Assistant Director of Fisheries (Marine)  
# 11,Thiruvottiyur N.H. Road,  
Near New Bus stand, Ponneri,  
Thiruvallur District – 601 204.  
Ph.No. 04119 272457

Thiru. Elamparithy  
Assistant Director of Fisheries  
(Marine)  
South Beach Road,  
Thoothukudy – 628 001.  
Ph.No.0461 2320458

Thiru.,Kathiresan  
Assistant Director of Fisheries (Marine)  
# 22, Lakshmipuram Ist street,  
Pudukottai – 622 001.  
Ph.No.04322 220069

Thiru.Vel pandiyan,  
Assistant Director of  
Fisheries (Marine)  
No.1, opp to North car street,  
Rameswaram – 627 526.  
Ph.No.04573 221231

Thiru.S. Rubert Jothi,  
Assistant Director of Fisheries (Marine)  
Distillers Road,  
Near Vadasery Bus Stand,  
Nagercoil - 629 001.  
Ph.No.04652 227460

Thiru.,Umakandan  
Assistant Director of Fisheries  
(Marine)  
No: 1298/2, Public Office Road,  
Nagapattinam – 611 001  
Ph.No.04365 249465

Thiru. Ganesan,  
Assistant Director of  
Fisheries (Marine)  
Project Complex,  
Ramanathapuram – 632 503  
Ph.No.04567 230355

Thiru. A. Jambunathan,  
Assistant Director of Fisheries (A/c)  
(Marine),  
No:8, Sivaji Nagar,  
Thanjavur – 613 001  
Ph.No.04362 235389

**ASSISTANT DIRECTOR OF FISHERIES (INLAND FISHERIES)**

Thiru. Kaliyamurthy  
Assistant Director of  
Fisheries (Inland Fisheries)  
# 1, Viswalinga Achary street,  
Vandimedu,  
Villupuram 625 602  
Ph.No.04146 234329

Thiru.A. Subramanian,  
Assistant Director of Fisheries (Inland  
Fisheries)  
Square Market,  
Mettur Dam – 636 401.  
04298 244045

Thiru. J. Sekar  
Assistant Director of Fisheries (A/c)  
(Inland Fisheries)  
Bhavanisagar – 628 451  
Ph.No.04295 240646

Thiru.. Ilam Vazhudi ,  
Assistant Director of Fisheries  
(Inland Fisheries)  
#12, Spencer Compound,  
Central Bus stand (Upstairs)  
Dindigul – 624 001.  
Ph.No.0451 2427148

Thiru A. Subramanian,  
Assistant Director of Fisheries (A/c)  
(Inland Fisheries)

Thiru. K. Ramachandran,  
Assistant Director of Fisheries (A/c)

No:18, Nedumaran Nagar,  
Nethaji By Pass Salai,  
Dharmapuri – 636 701  
Ph.No.04342 260923

(Inland Fisheries)  
Krishnagiri –  
Ph.No.04342 260923

Thiru. V. Rajenean  
Assistant Director of Fisheries (Inland  
Fisheries)  
No: 4. S.V. Complex,  
Veerapalayam Division,  
Perunthurai Salai,  
Erode – 638 009  
Ph.No.0424 2271912

Thiru.V. Ravichandran,  
Assistant Director of Fisheries (Inland  
Fisheries)  
Pechiamman Padithurai,  
Madurai – 625 001  
Ph.No.0452 2347200

Thiru.V.Ravichandran,  
Assistant Director of  
Fisheries (A/c)  
(Inland Fisheries)  
#30/15, Sri Kanmani Illam,  
Chokkar street, Madurai Road,  
Theni – 626 531.  
Ph.No.04546 254318

Thiru.A. Radharakrishnan  
Assistant Director of Fisheries  
(Inland Fisheries)  
#120, Aruppukottai Road,  
Raja Mani Hall,  
Virudhunagar – 626 001.  
Ph.No.04562 244707

Thiru. V. Eswarasawamy,  
Assistant Director of Fisheries (Inland  
Fisheries)  
Ooty – 643 001.  
Ph.No.0423 2443946

Thiru Issac jeyakumar,  
Assistant Director of Fisheries (Inland  
Fisheries)  
#1, Lakshmi Narasingapuram salai,  
Near Palayamkottai Bus stand,  
Palayamkottai,  
Tirunelveli – 627 002.  
Ph.No.0462 2581488

Thiru. S. paneerselvam  
Assistant Director of Fisheries  
Vaigaidam

Thiru.Venkatasamy,  
Assistant Director of  
Fisheries (Inland Fisheries)  
# 62/38, Azad Salai,  
Vijayapuram Post,  
Tiruvarur – 610 001.  
Ph.No.04366 222513

Thiru.R. Sharmila,  
Assistant Director of Fisheries (Inland  
Fisheries)  
# 16/2. Samadu Palli Street,  
Kaja Nagar,  
Thiruchirapalli – 620 020.  
Ph.No.0431 2420846

**ASSISTANT DIRECTOR OF FISHERIES (RESEARCH)**

Tmt. Lalitha,  
Assistant Director of  
Fisheries (Research)  
# 167, E.V.R. Periyar High Road  
Kilpauk, Chennai – 600 010.  
Ph.No.044 28255096

Thiru. Ganesan,  
Assistant Director of  
Fisheries (Research)  
Beach Road,  
Thoothukudy – 628 001.  
Ph.No.0461 2320673

**ASSISTANT DIRECTOR OF FISHERIES (FISHING HARBOUR  
MANAGEMENT WING)**

Thiru. R. Elamparithy  
Assistant Director of Fisheries  
Fishing Harbour Management wing,

Tmt. Ananjiammal sundari,  
Assistant Director of Fisheries  
Fishing Harbour Management wing,

Beach Road,  
Thoothukudy – 628 001  
Ph.No.0461 2320458

Chennai – 600 013  
Ph.No.044 25952142

Thiru.R.S. Ganesan,  
Assistant Director of Fisheries  
Fishing Harbour Management wing,  
Chinnamuttam  
Ph.No.04652 248278

***ASSISTANT DIRECTOR OF FISHERIES (AQUACULTURE)***

Tmt . N. Renuga,  
Assistant Director of  
Fisheries (Aqua culture)  
# 99, N.G.O. Nagar,  
Tiruvottoyur High Road,  
Ponneri – 601 204  
Thiruvallur District  
Ph.No.04119 279262

Thiru.R.S. Ganesan,  
Assistant Director of  
Fisheries (A/c) (Aqua culture)  
North Beach Road,  
Fishing Harbour Complex,  
Thoothukudy – 628 001  
Ph.No.0461 2320458  
2320673

Thiru.T. Srinivasan,  
Assistant Director of  
Fisheries (Aqua culture)  
# 215-A, Poothakeni pallipadai,  
Chidambaram – 608 001  
Ph.No.04144 232580

Thiru.  
Assistant Director of  
Fisheries (Aqua culture)  
Collectorate Complex,  
Nehru Nagar,  
Ramanathapuram – 623 503  
Ph.No.04567 230355

Thiru. S. Rubert Jothi  
Assistant Director of  
Fisheries (A/c) (Aqua culture)  
Distillery Road,  
Vadachery Bus Stand,  
Nagercoil – 629 001  
Ph.No.04652 227460

Thiru. P. Issac Jeyakumar  
Assistant Director of  
Fisheries (Aqua culture)  
National Fishseed farm complex  
Manimutthar Post,  
Ambasamudram Taluk,  
Tirunelveli – 627 421  
Ph.No.046311 252034

Thiru . P. Umakandan  
Assistant Director of  
Fisheries (Aqua culture)  
D.S.No:1298/2, Public Office Road,  
Vellipalayam,  
Nagapattinam – 611 001  
Ph.No.04365 247992

***ASSISTANT DIRECTOR OF FISHERIES (EXTENSION & TRAINING)***

Thiru. Thinakaran,  
Assistant Director of Fisheries (A/c)  
(Extension & Training)  
Mandapam – 623 517  
Ph.No.04573 241066

Thiru. G. Venkatasamy  
Assistant Director of Fisheries (A/c)  
(Extension & Training)  
Uppalam Salai,  
Nagapattinam  
Ph.No.04365 247992

Thiru D.S. Baskaran  
Assistant Director of Fisheries(A/c)  
(Extension & Training)  
Rajbhavan, 12<sup>th</sup> Street,  
Karpagam Nagar,  
K.Pudur,  
Madurai – 625 007  
Ph.No.0452 2345903

Thiru. Antony Xavier,  
Assistant Director of Fisheries (A/c)  
(Extension & Training)  
Simon Colony,  
Colachel – 623 251  
Ph.No.04651 226235

Thiru. R.S. Ganesan,  
Assistant Director of Fisheries  
(Extension & Training)  
South Beach Road,  
Thoothukudi – 628 001  
Ph.No.0461 2322490

Thiru. P. Issac Jeyakumar,  
Assistant Director of Fisheries  
(Extension & Training)  
Old Tahsildar Office Building,  
Radhapuram – 627 141  
Ph.No.

***ASSISTANT DIRECTOR OF FISHERIES (Exploratory Fisheries)***

Thiru Issac jeyakumar,  
Assistant Director of Fisheries  
(Exploratory Fisheries)  
Kanyakumari  
Ph.No.04652 248278

Thiru. Anajiammal sundari,  
Assistant Director of Fisheries (A/c)  
(Exploratory Fisheries )  
Chennai – 600 013  
Ph.No.044 25952142

***FISHING HARBOUR***

Thiru.L.Ramasamy  
Superintending Engineer,  
Fishing Harbour Project Circle,  
DMS Complex, Teynampet,  
Chennai – 600 006  
Ph.No.044 24320199  
Extn: 337

Thiru. S.K. Mohanan  
Executive Engineer,  
Fish Harbour Division,  
Distillery Road,  
Vadachery Bus Stand,  
Nagercoil – 620 001  
Ph.No.04652 230478

Thiru. Sundarajan,  
Executive Engineer, (A/c)  
Fish Harbour Division,  
No:159, 2<sup>nd</sup> Street,  
Philomina Nagar,  
Thanjavur – 613 006  
Ph.No.04362 255792

***STAFF TRAINING INSTITUTE***

Tmt. Dr. P. Reena Selvi  
Deputy Director of Fisheries  
Principal,  
Staff Training Institute,  
# 126, R.K.Mutt Road,  
Raja Annamalaipuram,  
Chennai – 600 028  
Ph.No.044 24937851



**TAMILNADU FISHERIES DEVELOPMENT CORPORATION LIMITED**

Thiru. P. Mohanasundaram  
General Manager,  
Tamilnadu Fisheries Development  
Corporation,  
# 129, R.K.Mutt Road,  
Raja Annamalaipuram,  
Chennai – 600 028.  
Ph.No. 044 24937191

**TAMILNADU STATE APEX FISHERIES COOPERATIVE FEDERATION LTD**

Thiru.G. Sathiyamoorthy,  
Managing Director, (A/c)  
Tamilnadu State Apex Co-operative  
Federation Limited,  
# 126, R.K.Mutt Road,  
Raja Annamalaipuram,  
Chennai – 600 028.  
Ph.No.044 24614783

# **CHAPTER XI**

## ***Monthly remuneration received by each of its officers and Employees***

### **PAY SCALE :-**

<b>Name of the Post</b>	<b>Ordinary Grade</b>
Commissioner of Fisheries	15100-400-18300
Joint Director of Fisheries	12000-375-16500
Deputy Director of Fisheries	10000-325-15200
Deputy Director of Fisheries (Personnel)	10000-325-15200
Assistant Director of Fisheries	8000-275-13500
Fishery Economist	8000-275-13500
Personal Assistant	8000-275-13500
Accounts Officer	8000-275-13500
Dy Registrar	8000-275-13500
Inspector of Fisheries	6500-200-10500
Research Assistant	6500-200-10500
Sub Inspector of Fisheries	5000-150-8000
Fishery Overseer Grade-I	3625-85-4900
Fishery Overseer Grade-II	3200-85-4900
Lab Assistant	5000-150-8000
Fishery Guard	2650-65-3300-70-4000
Fisherman	2610-60-3150-65-3540
Deck Hand	4000-100-6000
Net Maker	3200-85-4900
Boat Driver	3200-85-4900
Seaman	2550-55-2660-60-3200
Engine Driver	5000-150-8000
Assistant Engine Driver	3200-85-4900
Audio Visual Operator	4000-100-6000
Lab Boy (vanishing post)	2550-55-2660-60-3200
Telex Operator	3200-85-4900
Driver	2650-65-3300-70-4000
Seaman	2550-55-2660-60-3200
Gardener	2550-55-2660-60-3200

Junior Engineer (Civil)	5500-175-9000
<b>Name of the Post</b>	<b>Ordinary Grade</b>
Superintendent	5500-175-9000
Assistant	4000-100-6000
Steno Typist	4000-100-6000
Typist	3200-85-4900
Junior Assistant	3200-85-4900
Telephone Operator	3200-85-4900
Driver	3200-85-4900
Office Assistant	2550-55-2660-60-3200
Record Clerk	2610-60-3150-65-3540
Scavenger	2550-55-2660-60-3200
Watchman/Sweeper	2550-55-2660-60-3200
Sr. Inspector of Coop. Societies	5000-150-8000
Co.op. Sub Registrar	5900-200-9900
Accounts Officer	8000-275-13500
Mechanic/ Mechanical Instructor	3050-75-3950-80-4500
Fitter (Boat) (vanishing post)	3625-85-4900
Superintending Engineer	14300-400-18300
Executive Engineer	10000-325-15200
Assistant Executive Engineer	8000-275-13500
Assistant Engineer	6500-200-10500
Junior Engineer	5500-175-9000
Draughtsman Grade-I (Sr. D.O)	5500-175-9000
Draughtsman Grade-II( D.O)	5000-150-8000
Draughtsman Grade-III(J. D.O)	4000-100-6000
Technical Assistant	4300-100-6000
Assistant Draughtsman	3200-85-4900
Works Inspector	4000-100-6000
Electrician	2750-70-3800-75-4400
Head Mazdoor	2750-70-3800-75-4400

Divisional Accountant	5500-175-9000
Marine Foreman	5500-175-9000

**LIST OF OFFICERS AND STAFF WORKING IN THE OFFICE OF THE  
DIRECTORATE OF FISHERIES , CHENNAI.6  
AS ON 31<sup>ST</sup> March 2009.**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Earning of Gross Salary as on 31.03.2009</b>
1	A. Elango	Dy. Director of Fisheries (Marine)	
2	N. Chandra (A/C-)	Dy. Director of Fisheries (Engg)	
3	Narasimman	Accounts Officer	
4	Narasimman	Personal Assistant	
5	P. Sivagurunathan	Asst. Director of Fisheries	
6	A.Chellakumar	Asst. Director of Fisheries	
7	R. Gajavaradhan	Asst. Director of Fisheries	
8	R. Padmavathi	Inspector of Fisheries	
9	Sriram	Inspector of Fisheries	
10	S.Muthukumaraswamy	Inspector of Fisheries	
11	G. Padmavathi	Inspector of Fisheries	
12	J.L. Miranda	Inspector of Fisheries	
13	D. Padmavathi	Inspector of Fisheries	
14	J. Vijayalakshmi	Inspector of Fisheries	
15	Raju Saravanan	Inspector of Fisheries	
16		Research Assistant	
17	Damodiran	Sub Inspector of Fisheries	
18	Rajendran	Sub Inspector of Fisheries	
19		Sub Inspector of Fisheries	
20		Coop. Sub Register	
21	B. Bharathi	Coop. Sub Register	
22	D. Sundaramala	Senior Coop. Societies	
23	M.G. Chakkaravarthy	Superintendent	
24	K. Raghavan	Superintendent	
25	K. Janarthanam	Superintendent	
26	M. Janaki	Superintendent	
27	M. Muthusamy	Superintendent	
28	K. Duraisamy	Superintendent	
29	K. Natarajan	Superintendent	
30	S. Narasimhan	Superintendent	
31	A. Selvaraj	Superintendent	
32	C. Nagarajan	Superintendent	
33	N. Shanthakumari	Superintendent	
34	P. Pitchai	Superintendent	
35	N. Ramalingam	Superintendent	
36	M.K. Kalavathy	Superintendent	
37	D. Sundari	Superintendent	
38	G. Mary	Superintendent	
39	R. Kalavathy	Superintendent	
40	K.S. Valayudam	Superintendent	
41	M. Vasanthakumari	Assistant	
42	N. Muthilavenar	Assistant	

43	E. Subburaj	Assistant	
44	M.B. Jerolin Vincent	Assistant	
45	P.H. Bharathi	Assistant	
46	L.M. Thangamani Mumtaj	Assistant	
47	K. Varalakshmi	Assistant	
48	C.K. Ramanibai	Assistant	
49	A. Krishna	Assistant	
50	K. Kannusamy	Assistant	
51	M. Gowriswari	Assistant	
52	M. Nanidi	Assistant	
53	S. Thirumalai	Assistant	
54	P. Arumugam	Assistant	
55	G. Naganathan	Assistant	
56	D. Raghu	Assistant	
57	L. Preetha	Assistant	
58	A. Geetha	Assistant	
59	M. Selvakumar	Assistant	
60	B. Syed Fezal Ahamed	Assistant	
61	Ferzana Begum	Assistant	
62	Malathy Nageswaran	Assistant	
63	D. Perianayaki	Assistant	
64	K. Gomathy	Assistant	
65	C. Girija	Assistant	
66	K. Ravichandaran	Assistant	
67	N.R. Karthikayan	Assistant	
68	K. Murugan	Assistant	
69	J. Abiramasundari	Assistant	
70	E. Sekar	Assistant	
71	R. Mohan	Assistant	
72	D. Balasubramanian	Assistant	
73	S. Suriyaprabha	Assistant	
74	K. Palanivel	Assistant	
75	V. Nandagopal	Assistant	
76	G. Karunakaran	Assistant	
77	P. Vedarathinam	Assistant	
78	K.P. Balachandar	Assistant	
79	C. Seetharaman	Audio Visual Operator	
80	K. Varalakshmi	Asst. Programmer	
81		Asst. Statistical Invetigetor	
82	G. Latha	Steno-typist	
83	S. Nagalakshmi	Steno-typist	
84	T. Kala	Steno-typist	
85	S. Ramamani	Steno-typist	
86	P. Prabhavathy	Steno-typist	
87	G. Jayalakshmi	Steno-typist	
88	G. Meenakshi	Steno-typist	
89		Steno-typist	
90	V. Bharathkumar	Steno-typist	
91	D. Narmadha	Steno-typist	
92	S. Chinna Thambi	J.A. cum typist	
93	B. Catherine	Typist	
94	R. Banumathy	J. A. cum typist	

95	S. Arumugam	J. A. cum typist (under suspension)	
96	M.D. Sekar	J.A.cum typist	
97	M.P. Seethalakshmi	J. A. cum typist	
98	N. Muthulakshmi	J. A. cum typist	
99	S. Ganesh Prasad	J. A. cum typist	
1010	P. Shyam chander	J. A. cum typist	
102	D. Sridhar	J. A. cum typist	
103	M. Shanthi	Typist	
104	K. Penkajam	Telephone Operator	
105	S. Renganathan	Record Clerk	
106	K. Rajalakshmi	Record Clerk	
107	M.G Prabhakaran	Record Clerk	
108	R. Loganathan	Driver	
109	N. Kmar	Driver	
110	P. Subramani	Driver	
112	S. Shankar	Driver	
113	E. Vinayagamoorthy	Driver	
114	C.P. Raghunathan	F.O. II	
115	E. Balasundaram	F.O.II`	
116	R. Ravi	F.O.II	
117	K. Prabhakarababu	Office Asst.	
118	P. Munusamy	Office Asst.	
119	V. Anandan	Office Asst.	
120	S. Kumaraguru	Office Asst.	
121	S. Thandavarayan	Office Asst.	
123	R. Rajendran	Office Asst.	
124	S. Jayapaul	Office Asst.	
125	M. Selvam	Office Asst.	
126	M. Thangaraj	Office Asst.	
127	T. Chinnapencillaih	Office Asst.	
128	G. Dhandapani	Office Asst.	
129	C.Kasi	Office Asst.	
130	A.E. Albert	Office Asst.	
131	N.J. Sahul Hamed	Office Asst.	
132	S. Sathiyamoorthy	Office Asst.	
133	J. Selvam	Office Asst.	
134	M. Kumar	Office Asst.	
135	K. A. Abdulah	Office Asst.	
136	K. Ramakrishan	Office Asst.	
137	D. Dinakaran	Office Asst.	
138	H. Senthilkumar	Office Asst.	
139	A. Murali	Watchman	
140	S. Ganesan	Watchman	
141	A. Emmanuvel	Watchman	
142	R. Pachiammal	Sweeper	
143	M. Susila	Sweeper	
144	N. Boologasaraswathy	Water woman	
145	Y. Chandrakala	Scavenger	
146	L. Ravathy	Temp. Jr. Asst.	
147	S. Rajendran	Temp. Jr. Asst	
148	D. Prema	Temp. Jr. Asst	

149	M. Gangadharan	Temp. Jr. Asst	
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## ***CHAPTER XII***

***Particulars of all plan proposed  
expenditures and reports on disbursement  
made***

**Annual Plan 2006-07 Outlay and Expenditure- State Schemes**

**Name of the Department – Fisheries**

Rupees in lakhs

Sl. No.	Heads of Development / Group Heads / Name of Schemes	Actual Expenditure 2004-05	2005-06		2006-07		Responsible Officer for the quality and the complete execution of the work
			Budgetted outlay	Anticipated expenditure	Proposed outlay	Of which capital content	
<b>STATE SCHEME</b>							
	<b>Inland Fisheries</b>						
1)	Fish Seed Production and Collection for stocking	26.56	24.87	25.70	21.45	0.00	Joint Director of Fisheries (Inland)
2)	Exploitation of fish in Inland waters and marketing	0.00	0.02	0.02	0.02	0.00	-do-
3)	Project on cage culture in reservoir	0.00	5.00	5.00	0.01	0.00	-do-
4)	Improvement of infrastructure in nurseries	0.00	10.00	10.00	0.01	0.01	-do-
5)	Establishment of Fish Farmers Agencies	0.00	0.01	0.01	0.01	0.00	-do-
6)	Fish Seed Farm nurseries	32.59	0.01	0.01	0.01	0.01	
	<b>Total - Inland Fisheries</b>	<b>59.15</b>	<b>39.91</b>	<b>40.74</b>	<b>21.51</b>	<b>0.02</b>	

<b>II. Marine Fisheries</b>							
1)	Hydrographic survey, investigation of harbour sites	-0.08	5.02	5.02	0.03	0.00	Joint Director of Fisheries (Marine)
2)	Sea safety equipments to active marine fishermen	3.52	0.01	0.01	0.01	0.00	-do-
3)	Demonstration of marine fish farming	0.00	0.13	0.13	0.13	0.00	Joint Director of Fisheries (Research)
4)	Relief scheme for Tamilnadu Marine fishermen during lean months	2529.36	700.00	2424.71	2475.00	0.00	Joint Director of Fisheries (Marine)
5)	Demonstration marine fish farming	0.00	0.02	0.02	0.02	0.02	Joint Director of Fisheries (Research)
6)	Development of Landing Facilities	95.52	185.95	189.45	152.62	152.62	Supdtg., Engr., Fishing Harbour Projects Circle.
7)	Construction of mechanised fishing boats	0.00	0.01	0.01	0.01	0.00	Joint Director of Fisheries (Marine)
8)	Construction of mechanised fishing boats	180.00	180.00	180.00	180.00	0.00	Joint Director of Fisheries (Marine)
	<b>Total II - Marine Fisheries</b>	<b>2628.32</b>	<b>891.14</b>	<b>2799.35</b>	<b>2807.82</b>	<b>152.64</b>	

<b>III. Extension and Training</b>							
1)	Training on ornamental fish culture	0.00	3.33	3.33	0.01	0.01	Joint Director of Fisheries (Research)
2)	Improvement of fishermen training centre	0.00	20.70	20.70	0.02	0.00	Joint Director of Fisheries (Research)
3)	Schemes on Fisheries Training & Extension	0.00	0.01	2.31	0.01	0.00	Joint Director of Fisheries (Research)
<b>Total III - Extension and Training</b>		<b>0.00</b>	<b>24.04</b>	<b>26.34</b>	<b>0.04</b>	<b>0.01</b>	
<b>IV. Other Expenditure</b>							
1)	Construction of houses for fishermen	462.50	370.00	570.00	370.00	370.00	Joint Director of Fisheries (Marine)
2)	Construction of houses for fishermen	819.71	783.56	789.14	793.02	793.02	Joint Director of Fisheries (Marine)
3)	Demonstration Unit for Sea farming	0.04	0.10	0.10	0.10	0.00	Joint Director of Fisheries (Research)
4)	Sea ranching Programme	128.40	0.01	0.01	0.01	0.00	Joint Director of Fisheries (Marine)
5)	Operation of rescue vessels	0.78	0.02	0.02	0.02	0.00	Joint Director of Fisheries (Marine)

6)	Census of Marine Fisher Folk	0.00	0.01	0.01	0.01	0.00	Joint Director of Fisheries (Research)
7)	TamilNadu Fishermen Group Insurance	31.77	30.01	44.37	40.01	0.00	Joint Director of Fisheries (Marine)
8)	2405 00 800 UC Fisheries Development -Rebate on HSD Oil	457.80	457.80	161.77	161.77	0.00	Joint Director of Fisheries (Marine)
9)	2405 00 800 KA Grants to the family of fishermen for funeral expenses	0.00	5.00	0.01	5.00	0.00	Joint Director of Fisheries (Marine)
10)	4405 00 104 JB Scheme to open up river mouths in fishing ares / harbours	29.49	30.01	30.01	0.01	0.01	Supdg., Engr., Fishing Harbour
11)	2405 00 800 KC Food Subsidy to fishermen	0	589.78	589.78	600.00	0.00	Joint Director of Fisheries (Marine)
<b>Total IV - Other expenditure</b>		<b>1930.49</b>	<b>2266.30</b>	<b>2185.22</b>	<b>1969.95</b>	<b>1163.03</b>	

<b>V. Western Ghat Development Programme</b>							
1)	Construction of a Masheer Hatchery buildings and Laboratory Buildings	10.00	0.01	0.01	0.01	0.01	Joint Director of Fisheries (Inland)
<b>Total V. Western Ghat Development Programme</b>		<b>10.00</b>	<b>0.01</b>	<b>0.01</b>	<b>0.01</b>	<b>0.01</b>	
<b>VI. Research</b>							
1)	Survey-cum-inshore fishing station	0.18	0.02	0.02	0.02	0.00	Joint Director of Fisheries (Marine)
<b>VI. Total Research</b>		<b>0.18</b>	<b>0.02</b>	<b>0.02</b>	<b>0.02</b>	<b>0.00</b>	
<b>VI. Reserch and Education</b>							
1)	Alternative livelihood support to fisherwomen	13.20	0.00	13.08	0.01	0.00	Joint Director of Fisheries (Research)
2)	Establishment of Marine Aquarium	9.62	0.01	0.01	0.01	0.01	Joint Director of Fisheries (Research)
3)	<b>Total</b>	<b>22.82</b>	<b>0.01</b>	<b>13.09</b>	<b>0.02</b>	<b>0.01</b>	
<b>Total State Schemes</b>		<b>0.00</b>	<b>3392.21</b>	<b>5064.77</b>	<b>4799.37</b>	<b>1315.71</b>	

**CENTRALLY SPONSORED SCHEME**

(Rupees in lakhs)

Sl. No.	Name of the Scheme	Pattern of funding Assistance CS	Annual Plan 2004-05 Actuals CS	Annual Plan 2005-2006		Annual Plan 2006-2007 Proposed Outlay CS	Officer for the quality and the complete execution of the work
				Outlay	Anticipated expenditure CS		
1)	Development of Statistics	100%	3.50	4.29	22.24	4.46	Asst. Director of Fisheries (Statistics)
2)	Tamilnadu fishermen group insurance	100%	0.00	0.02	0.02	0.02	Joint Director of Fisheries (Marine)
3)	Establishment of Chinese hatchery	100%	0.00	0.01	0.01	0.01	Joint Director of Fisheries (Inland)
4)	Schemes for strengthening of infrastructure for inland fish marketing	100%	0.00	0.01	0.01	0.01	Joint Director of Fisheries (Inland)
	<b>Total</b>		<b>3.50</b>	<b>4.33</b>	<b>22.28</b>	<b>4.50</b>	

**CENTRALLY SPONSORED SCHEME SHARED BETWEEN STATE AND CENTRE (FULL COST SHOWN)**

SI.No.	Name of the Scheme	Pattern of funding assistance		Annual Plan 2004-05 Expenditure		Annual Plan 2005-2006				Annual Plan 2006-2007 Proposed outlay		Officer for the quality and the complete execution of the work
		CS	SS	CS	SS	Outlay		Anticipated expenditure		CS	SS	
						CS	SS	CS	SS			
1)	Development of landing facilities	50%	50%	45.78	45.78	185.95	185.95	189.45	189.45	152.62	152.62	Supdg., Engr. Fishing Harbour
2)	Relief scheme for Tamilnadu marine fishermen during lean months	25%	75%	634.59	1894.77	700.00	2100.00	808.24	2424.71	825.00	2475.00*	Joint Director of Fisheries (Marine)
*The amount shown under State scheme col.12 consisting of contains the fishermen share of 50% (Rs.1650 lakhs)												
3)	Construction of mechanised Fishing boats	50%	50%	180.00	180.00	180.00	180.00	180.00	180.00	180.00	180.00	Joint Director of Fisheries (Marine)
4)	Construction of houses for fishermen	50%	50%	231.25	231.25	370.00	370.00	570.00	570.00	370.00	370.00	Joint Director of Fisheries (Marine)
5)	Assistance to fishermen for purchase of diesel	80%	20%	366.24	91.56	366.24	91.56	1266.45	161.77	1266.45	161.77	Joint Director of Fisheries (Marine)
6)	Schemes on Fisheries Training and Extension	80%	20%	0.00	0.00	0.01	0.01	9.22	2.31	0.00	0.01	Joint Director of Fisheries (Research)
7)	Establishment of Fish Farmers Development Agencies	75%	25%	0.00	0.00	0.01	0.01	0.00	0.01	0.00	0.01	Joint Director of Fisheries (Inland)



	<b>Total</b>			<b>1457.86</b>	<b>2443.36</b>	<b>1802.21</b>	<b>2927.53</b>	<b>3023.36</b>	<b>3528.25</b>	<b>2794.07</b>	<b>3339.41</b>	
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## ***CHAPTER XIII***

### ***The manner of execution of subsidy programmes***

**SUBSIDY PROGRAMME :-**

Sl. NO.	Name of the Scheme / Implementing Officer	Procedures / Eligibility
1)	<p>Fishermen Free Housing Scheme</p> <p>Assistant Director of Fisheries (Marine); (Inland); (Aqua)</p> <p>Assistant Director of Fisheries (Extension &amp; Training) Radhapuram.</p>	<p>a. The fishermen should be a member of the Fishermen Cooperative Society and should have attained 18 years of age / and not exceeding 60 years .</p> <p>b. Should be below the poverty line</p> <p>c. Not owning a house</p> <p>d. Owning land measuring 3 cents;</p>
2	<p>Issue of Identity cards to fishermen</p> <p>Assistant Directors of Fisheries who are authorized by Tamilnadu Marine Fishing Regulation Act 1983</p>	<p>The fisherman should be a member of a Fishermen Co-operative Society and engaged in full time fishing.</p>
3	<p>Fishermen Training Centre</p> <p>Courses offered are: -</p> <p>a. Modern Fishing Methods</p> <p>b. Junior Mechanic Course</p> <p>Assistant Director of Fisheries (Extension and Training)</p>	<p>a. To join the course, the candidate should have attained 18 years of age but not exceeding 35 years</p> <p>b. Should be able to read and write Tamil.</p> <p>a. To join the course the candidate should have attained 18 years of age but not exceeding 35 years</p> <p>b. Should have passed 8th Standard</p>

4	<p>Subsidy for HSD oil</p> <p>Assistant Director of Fisheries (Marine) (Fishing Harbor Management Wing)</p>	<p>a. Beneficiary should be a owner of less than 20metres length mechanized fishing boat.</p> <p>b. The boat should be registered with the Department and possess the license for fishing</p> <p>c. The details of fishing and the diesel utilized are to be written in log books.</p> <p>d. The diesel should be purchased only in the Department approved bunks and used for fishing purpose only.</p> <p>e. Eligible fishing crafts owners will get subsidy of Rs.1.50 / litre which is shared at 80:20 by the Central and State Governments respectively.</p> <p>f. No subsidy should be released during fishing ban periods.</p>
4.a.	<p>Sales Tax exemption / Diesel supply to Fishermen</p> <p>Assistant Director of Fisheries (Marine) (Fishing Harbor Management Wing)</p>	<p>1. 15000 / liter for Mechanized Fishing Boat / year.</p> <p>2. 3000 / liter for country craft fitted with Diesel engine.</p> <p>Eligibility:</p> <p>1. The Boat should be registered / renewed berthing charges paid.</p> <p>2. Diesel should be drawn in bunks by Tamil nadu Fisheries Development Corporation/ TAFCOFED Limited / Private bunks already approved by Government based on the authorization issued by the authorized office in the Diesel card.</p> <p>3. Diesel will be supplied for fishing purpose only.</p> <p>4. Should maintain proper records of all transactions.</p> <p>5. The authorized officer should verify the log book once in a month.</p>
5	<p>Free Training to Fishermen / Fisherwomen</p> <p>Assistant Director of Fisheries (Marine) (Extension and Training)</p>	<p>The following training programme are given to the fishermen / fisherwomen through Self Help Group in various Departments at free of cost.</p> <ol style="list-style-type: none"> <li>1. Cooperative Management</li> <li>2. Awareness creation</li> <li>3. Leadership development</li> <li>4. Hygienic handling of marine products</li> <li>5. Preparation of value added fishery bye-products</li> <li>6. Ornamental fish culture</li> <li>7. Fish net repairs and maintenance</li> <li>8. Fish processing technology</li> </ol>

		9. Deep sea modern fishing methods
6	Subsidy for the purchase of OBM to traditional fishermen  Assistant Director of Fisheries (Marine)	a. Fishermen should register their fishing crafts with the Fisheries Department and possess the licence for fishing  b. Subsidy given is 50% of the cost of engine, the maximum ceiling of Rs.20,000/- per OBM.
7	National Fishermen Savings-cum-Relief Scheme  Asst. Director of Fisheries (Marine)	a. The beneficiary should be within the age group of 18 to 60 years and must be a member of Fishermen Cooperative Society and actually engaged in full time fishing  b. The fishermen family member should not be a permanent employee of a Government or a private concern.  c. He should not possess mechanized fishing boat / beach landing crafts  d. He should be below poverty line  e. The beneficiary must pay Rs.75/- as monthly subscription for 8 months (Total Rs.600/-)  f. The State Govt's contribution is Rs.600/- per fisherman. to each fisherman. Out of the total sum of Rs. 1200/- each fisherman will be given Rs.300/- per month for four lean months.  This Scheme is extended to the fisherwomen also.
8	Fishermen Group Accident Insurance Scheme (Central / State Scheme)  Asst. Director of Fisheries (Marine); (Inland); (Aquaculture)	a. Must be a member of Fishermen Cooperative Society and engaged in fishing activities.  b. Annual premium of Rs. 14/- per fisherman. Central / State Government equally share the premium amount.  c. Inland Fishermen will also eligible for this scheme.  A sum of Rs.50,000/- is paid in case of death or total and unrecoverable permanent disablement and a sum of Rs.25,000/- is paid in case of partial disablement.
9	Registration of fishing crafts and issue of licence  Fishing crafts  a) Mechanized fishing boats b) Country craft (Vallam) c) Cattamaram	Fishing crafts registration and fishing licence fee is fixed as follows: -  Registration fees      Fishing Licence fees  (a) Rs.250/-              Rs.250/- (b) Rs.25/-                Rs.25/- (c) Rs.10/-                Rs.10/-

	Asst. Director of Fisheries (Marine); (Fishing Harbour Management Wing)	(Licence should be renewed for every three years)
10	Fish culture and Fishermen Welfare Scheme  Asst. Director of Fisheries (Extension and Training); (Aquaculture); (Inland)	a. Technical guidance regarding fish culture in rural tanks  b. Guide-lines regarding fishermen welfare scheme etc.
11	Assistance to inland fish farmers through Fish Farmers Development Agencies  Asst. Director of Fisheries (Inland) and (Aquaculture)	<p>a. Construction of Fish Farm in own land  20% subsidy to fish farmers who construct fish pond in their own patta land. Maximum subsidy limited to Rs.40,000/- per ha. For Scheduled Caste and Scheduled Tribe 25% subsidy. Maximum subsidy limited to Rs.50,000/- per hectare.</p> <p>b. Renovation of tanks  20% subsidy for renovation of tanks. Maximum subsidy limited to Rs.12,000/- per hectare, extended to fish farmers. For Scheduled Caste / Scheduled Tribe 25% subsidy. Maximum limited to Rs..15,000/-</p> <p>c. Fish culture input subsidy (to fingerlings and fish seed etc.)  20% maximum limited to Rs.6,000/-.  For Scheduled Caste and Scheduled Tribe 25% subsidy. Maximum limited to Rs.7,500/-.</p> <p>d. Fish culture training  10 days training to fish farmers in inland fish culture. Fish farmers can avail allowance of Rs.100/- per day and travelling allowance of Rs.100/- for entire training period.</p> <p>e. Aerator subsidy at 25% with a maximum ceiling of Rs.12,500/- for each set of aerator for all categories of farmers who produce 3000 kgs / hectare</p> <p>f. Fish Feed  20% subsidy to erect fish feed factory at a total cost of Rs.25.00 lakhs and can avail subsidy to the maximum of</p>

		Rs.5.00 lakhs.
		<p>g. Integrated Fish Culture</p> <p>For those who undertake integrated fish culture, 20% subsidy - maximum subsidy limited to Rs.16,000/-. For Scheduled Caste / Scheduled Tribe 25% subsidy. Maximum limited to Rs.20,000/-.</p>
		<p>h. Subsidy for the construction of new ponds and tanks reclamation / renovation of ponds / tanks and first year inputs to an individual beneficiary up to 5 ha. is available with or without institutional finance in the plain areas and 1 ha. in the hill States / Districts on pro-ratio basis.</p>
12	<p>Inland Water Fishery Lease and Fishing Rights</p> <p>Asst. Director of Fisheries (Inland) (Aquaculture)</p>	<p>a. Inland fishermen Cooperative Societies which are located near the provincialised water bodies are eligible to get fishery rights</p> <p>To get fishery lease for other water bodies Inland Fishermen Cooperative Societies have to participate in the lease auctions.</p>
13	<p>Integrated Coastal Aquaculture Scheme (Central and State Joint Sector Scheme) – Renovation or construction of Brackish water fish farms.</p> <p>For training of shrimp farmers</p> <p>Establishment of Demonstration -cum - Training Center</p> <p>Asst. Director of Fisheries (Aquaculture)</p>	<p>a. Beneficiaries will be small shrimp farmers having land holding of 2 ha or less.</p> <p>25% cost subject to a maximum of Rs.40,000/- per ha as subsidy.</p> <p>b.. Training part could be managed by the State Governments by availing assistance under another scheme on Fisheries Training and Extension or could provide specific/specialized training through the centers of expertise on surveillance centers proposed under the programme.</p> <p>c. One time Government of India's share of grants amounting to Rs.5.00 lakh.</p> <p>d. Each beneficiary can avail maximum subsidy up to 10 hectares</p> <p>e. To avail the benefits under this scheme, the beneficiary should abide by the judgement of Honourable Supreme Court of India dated 11.12.96 and the guidelines issued by the Aquaculture Authority and should get approval / authorisation from the Aquaculture Authority. To get the approval from Aquaculture Authority, the shrimp farmers should apply to the State Level Committee in the prescribed application along with the required processing fee. For those farms inside the CRZ, an amount of Rs.100/- per ha and for those farms outside the CRZ an amount of Rs.200/- per ha. will have to be paid as processing fee. The required</p>

		<p>processing fee has to be paid by taking a demand draft in favour of Secretary, Animal Husbandry and Fisheries Department, Chennai</p> <p>f. The District Level Committee inspects the farm and forward the application to the State Level Committee with recommendations. The State Level Committee scrutinizes the application and forwards to the Aquaculture Authority. Based on the recommendations of District / State Level Committee, the Aquaculture Authority will issue approval / authorization for the shrimp aqua-farm.</p>
14	<p>Tamilnadu Fisheries Development Corporation Managing Director, TNFDC Ltd, R.K. Mutt Road, Raja Annamalaipuram, Chennai 600 028.</p>	<p>a) The TamilNadu Fisheries Development Corporation was started in the year 1974 with the aim of doing commercial business activities related to Fisheries.</p> <p>b) Distribution of diesel oil to traditional fishing crafts and mechanised fishing boats.</p> <p>c) Ornamental fishes are produced at Aliyar, Thirumoorthy Nagar and sold at Teynampet and other places to the public.</p> <p>d) Fried fish and fresh fish are sold to the public.</p> <p>e) Fish nets are manufactured at the fish net making plant and sold to fishermen.</p> <p>f) Fish seed are produced and sold to the fish farmers etc.,</p> <p>g) Exploitation of fishery wealth in reservoirs and sale to public.</p> <p>h) Procures OBM / IBE and distributes to needy fishermen and help them to avail Government subsidy.</p>
15.	<p>Integrated Marine Fisheries Development Project.</p> <p>Special Officer/ Managing Director, Tamilnadu State Apex Fisheries Cooperative Federation Limited, R.K. Mutt Road, Raja Annamalaipuram, Chennai-28.</p>	<p>Issue of loan 65%</p> <p>Subsidy 25%</p> <p>a. Beneficiary contribution 10% for fishing inputs like Cattamaran including FRP Cattamaran, Nets, OBM / IBM, Vallam, FRP Boat, Gill Nets Communication equipments like handheld GPs Fish finder etc.</p> <p>b. All the fishermen / fisherwomen cooperative societies are the members of the Federation and can avail loans and subsidy.</p> <p>c. The Federation helps in creating infrastructure facilities such as fishing inputs, other facilities to fishermen / fisher women and marketing facilities to the fisherwomen.(Fish sellers).</p> <p>d. The Federation extends interest free loans up to Rs.42,000/- to fisherwomen cooperatives for undertaking marketing of fish.</p> <p>e. Distribution of ice boxes to fisherwomen at 50% subsidy</p>



		<p>availing the assistance from MPEDA and 50% beneficiary contribution.</p> <p>f. Service centers such as sale of oils to engines and diesel bunks are installed for the benefit of the fishermen.</p> <p>g. Imparting free workshop / training to office bearers of fishermen/fisherwomen cooperative societies on the aspects of management practices.</p> <p>h. To procure OBM / IBM and distribute to the needy fishermen and to help them to avail Government subsidy.</p>
16.	<p>Fisheries Research Activities. Analysis of Soil and Water for Fish culture Asst. Director of Fisheries, (Research) Chennai and Thoothukudi.</p>	<p>Fish Farmers intending to construct fish farm can analyze the water and soil at Rs.20/- per sample and get recommendation for fish culture.</p>
17.	<p>Investigation of Fish/Shrimp disease and control.</p> <p>Asst. Director of Fisheries, (Research), Chennai</p> <p>Asst. Director of Fisheries, (Research) Thoothukudi Asst. Director of Fisheries, (Inland), Bhavanisagar.</p> <p>Asst. Director of Fisheries, (Aquaculture), Ponneri. Chidambaram, Nagapattinam and Thoothukudi.</p>	<p>The Fish Farmers can utilise services of Fisheries Department free of cost to investigate the fish/shrimp diseases and get recommendations for control measures.</p>
18	<p>Funeral expenses to the fisherman / fisherman's family member</p> <p>Asst. Director of Fisheries (Marine), (Inland) of the concerned District.</p>	<p>In the event of death of the fisherman / family member an amount of Rs.500/- will be paid as funeral expense based on the following terms and conditions: -</p> <ol style="list-style-type: none"> <li>1) The beneficiary must be a member of Fishermen Cooperative Society / Fishermen Welfare Association.</li> <li>2) He must be below poverty-line.</li> <li>3) The fisherman must engage himself in full time fishing</li> <li>4) The fisherman should not be an employee of Government or a private concern.</li> </ol>
19	<p>Distribution of life jackets to the traditional fisherman of Tamilnadu Fishermen contribution</p>	<ol style="list-style-type: none"> <li>1) The fishermen should be a member of the Fishermen Cooperative Society.</li> <li>2) Fishermen should register their fishing crafts with the</li> </ol>

	Asst. Director of Fisheries (Marine)	Fisheries Department and possess the licence for fishing 3) The fishermen must engage himself in full time fishing. 4) Fishermen should pay 10% cost of the life jacket. Government will provide 90% subsidy to the fishermen.
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## ***CHAPTER XIV***

### ***PARTICULARS OF THE FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION***

**List of facilities available for obtaining information.**

<b>Sl.No.</b>	<b>Details</b>	<b>Facilities available</b>	<b>Timings</b>
1	Library	Book 2500 Journals 40 Periodicals 25 Newspaper 4	All working days From 10.00 A.M. to 05.00 P.M.
2	Through newspaper	1.Article Tender documents	--
3	Exhibition	Exhibit viz. Blow ups, Charts, Models, Float etc.	--
4	Notice Board	Informations	--
5	Printed Manual available	At Government Press, Chennai	--
6	Website of the Department	Proposed to host website exclusively for Tamil Nadu Fisheries Department	--
7	Other means of advertising	T.V. and Radio	--

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