# REVENUE DEPARTMENT

# MANUAL

UNDER

# RIGHT TO INFORMATION

# ACT, 2005

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# Introduction

1.1 In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of each public authority, the Government of India have enacted " The Right to Information Act, 2005 ", (RTI Act) Which came into force on 15.06.2005. In accordance with the provisions of section 4(1) (b) of this Act, the Department of Revenue, Government of Tamil Nadu has brought out this manual information and guidance of the stakeholders and the general public.

1.2 The purpose of this manual is to inform the general public about this Department's organisational set-up, functions and duties of its officers and employees, records and documents available with the Department.

1.3 This manual is aimed at the public in general and users of the services, and provides information about the schemes, projects and users of the services, and provides information about the schemes, projects and programmes being implemented by the Department of Revenue and the organisations under its administrative control.

1.4 The Department of Revenue has designated Thiru Md. Shoukath Badsha, Under Secretary to Government as its Public Information Officer (PIO) for all matters concerning the Department.

1.5 A Person requiring any information under the Act may contact MD. Shoukath Basha, Under Secretary to Government, Revenue, Secretariat, Chennai-9. His Office telephone No.is 25665354. His E.mail address is:

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

(a) A request for obtaining information under sub-section (1) of section 6 of he RTI Act shall be made in writing or through electronic means either in person or by post to the public information Officer mentioned in paragraph 1.4 above and must be accompanied by an application fee of Rs.10/- by cash or by demand draft or banker's cheque

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or Court Fees Stamp. The Public Information Officer shall credit the amount to the following head of account:-

" 0075.00 miscellaneous General Services-800. Other receipts - BK. Collection of fees under Tamil Nadu Right to Information (Fees) Rules 2005 " (DPC 0075 00 800 BK 2005)

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

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

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

ii) actual charge or cost price of a copy in larger size paper;

iii) actual cost or price for samples or models; and

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

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

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

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

1.7 Persons below the poverty line are exempt from the payment of fee mentioned in paragraph 1.6 above for seeking information under the Right to Information Act, 2005. The list of persons below poverty line

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approved by the Gram Panchayat and local bodies will be the basis for claiming this concession.

1.8 The Appellate Authorities under section 19(1) of the Act. The Contact Address is as follow:-

## DEPARTMENT OF REVENUE

### Directory of Officers and Employees

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

### I - Appellate Authorities

| Sl. No. | Name and Designation of the Officer | Telephone (STD) Code No.044 | | E-Mail |
|---|---|---|---|---|
| | | Office | Residence | |
| 1. | Thiru A.Syed Sadakathulla, Additional Secretary to Government. | 2567 0417 | 2374 2039 | revsec@tn.gov.in |
| 2. | Thiru T.Jayakumaran, Joint Secretary to Government | 2567 1601 | 2228 1976 | |
| 3. | Thiru M.Boopathy, Joint Secretary to Government | 2567 1452 | 2229 4925 | |
| 4. | Thiru P.Kanagaraj, Deputy Secretary to Government | 2567 1821 | 2228 1411 | |
| 5. | Thiru T.Sethu, Deputy Secretary to Government | 2567 4906 | 2226 7452 | |
| 6. | Thiru K.Ezhilarasu, Deputy Secretary to Government | 2567 6109 | 24580537 | |
| 7. | Thiru A.Thiruvenkatam, Deputy Secretary to Government | 2567 0417 | 2253 3504 | |

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## II- Public Information Officers

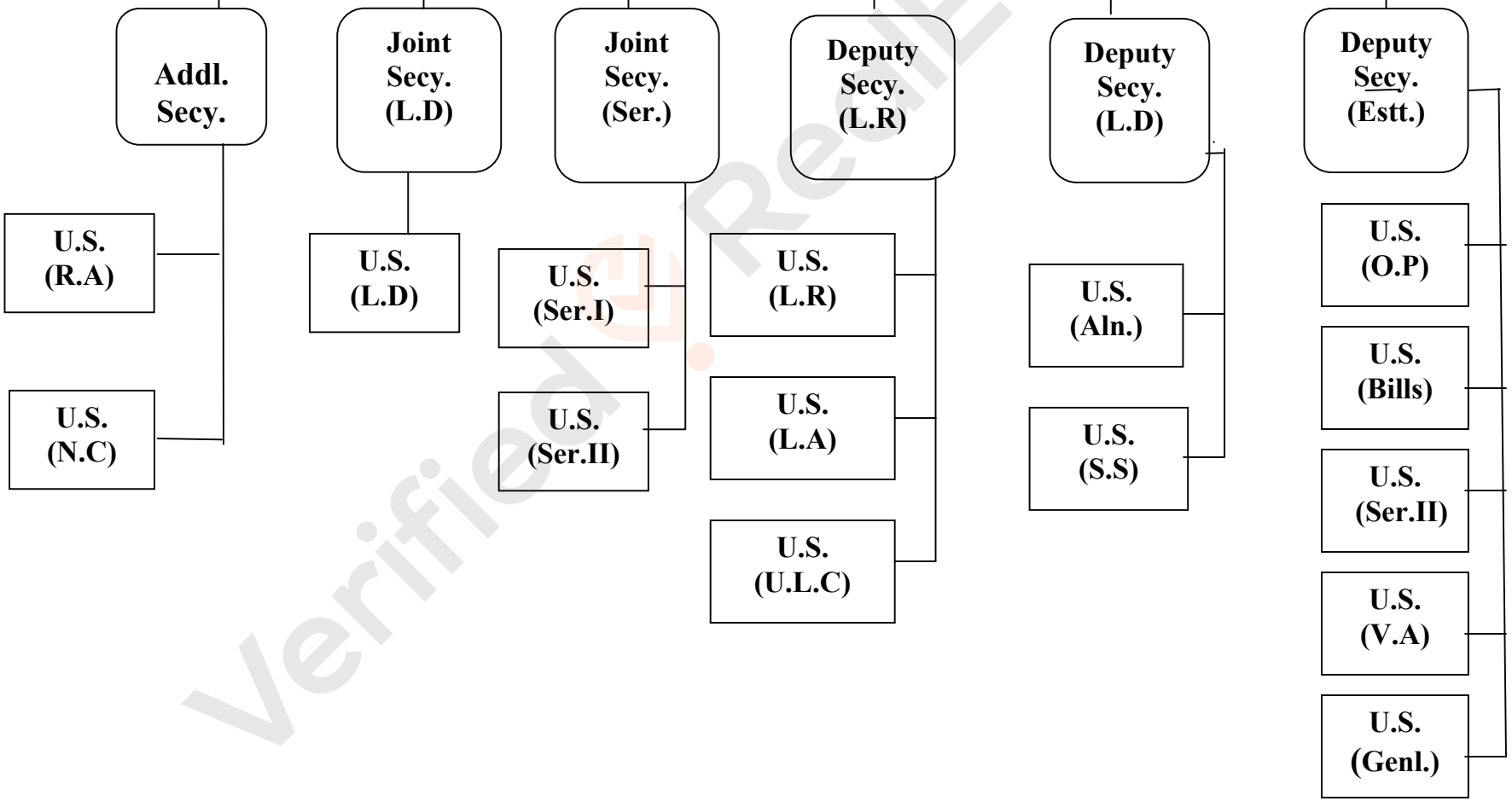
| S. No. | Name & Designation | Intercom Ph.No. | Director Ph.No. | E-Mail |
|---|---|---|---|---|
| 1. | Thiru K.Ganesan,<br>Under Secretary to Government.<br>(Ser.I, Ser.II(ASO.II) & Ser.III | 5894 | | revsec@tn.gov.in |
| 2. | Thiru S.Dowlath Basha,<br>Under Secretary to Government<br>(RA.III, DM.I & IV) | 5282 | 2567 3093 | |
| 3. | Thiru K.Dhanasekaran,<br>Under Secretary to Government<br>( LD.II & IV) | 5235 | 2521 6539 | |
| 4. | Thiru S.Pitchaimalai,<br>Under Secretary to Government<br>(SS.I, II, III & IV) | 5064 | 2229 1398 | |
| 5. | A.Sheik Alaudin,<br>Under Secretary to Government.<br>(LR.I, II & III) | 5150 | | |
| 6. | Tmt. C.Kala,<br>Under Secretary to Government<br>(OP.1, II & III) | 5932 | | |
| 7. | Tmt. B.Vijayalakshmi,<br>Under Secretary to Government<br>(Ser.VI & VII) | 3006 | | |
| 8. | Thiru A. Thangamudi,<br>Under Secretary to Government.<br>(LD.I, III & V) | 5354 | | |
| 9. | Thiru T.Thompson,<br>Under Secretary to Government<br>(Ser.V & VIII) | 5148 | | |
| 10. | Thiru D. Yovan Mahendran,<br>Under Secretary to Government<br>(Ser.IX & LD.VII) | 5242 | | |
| 11. | Thiru C.Chandiran,<br>Under Secretary to Government<br>(ULC.I, II & III) | 5147 | | |
| 12. | Thiru V.Chinnappaiyan,<br>Under Secretary to Government.<br>(LA.I & II) | 5313 | | |
| 13. | Tmt. S.Kayatri,<br>Under Secretary to Government<br>(GL.I & II) | | | |

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| | | | | |
|---|---|---|---|---|
| 14. | Thiru V.Janakiraman,<br>Under Secretary to Government<br>(Ser.IV & X) | | | |
| 15. | Thiru S.Elamurugu,<br>Under Secretary to Government<br>(RA.I & II) | | | |
| 16. | Thiru G.Rathinavelu,<br>Under Secretary to Government<br>(DM.II, III & LD.VI) | | | |
| 17. | Tmt. M.Thenmozhi,<br>Under Secretary to Government<br>(Ser.II (A.S.O.III) | | | |
| 18. | Thiru N.Manogaran,<br>Under Secretary to Government<br>(Bills I & II) | | | |
| 19. | Thiru C.Selvaraj,<br>Under Secretary to Government<br>(Ser.II (A.S.O.I) | | | |

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# REVENUE DEPARTMENT
## Organisation Chart




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# Department of Revenue

## Particulars of organisation, functions and duties

## under section 4(1)(i) of Right to Information Act, 2005

### 1.Objective / purpose of the Department

Revenue Department is, so to say, the mother of all Administrative Departments. This is the department which touches upon almost all aspects of a Citizen's life. It is all pervasive. Its contribution to the orderly social development is immense. The Revenue Department is the custodian of all lands and it is concerned with all land disposals. The work relating to land assignment, land acquisition, alienation of land, updating and maintenance of Land Revenue Records, grant of Pattas, Land Reforms, Land Ceiling, Levy and collection of Urban Land Tax are looked after by the Revenue Department.

Revenue department is the first to rush to the people during the times of Natural Calamities like Tsunami, drought and flood. The Department shifts the affected people to places of safety and it provides food, clothes, shelter and also distributes essential commodities and financial assistance in the form of cash.

It may as will be said that in every walk of the common man's need, the participation of Revenue Department cannot be under estimated. In order to serve the society or people in a better way, this department have long hierarchy of officers. At the state level, the function of Revenue Administration, Disaster Management and Mitigation, Land Administration, Land Reforms and Survey and Settlement are entrusted to the commissioner of Revenue Administration. Commissioner of Land Administration, Commissioner of Land Reforms and Commissioner of Survey and Settlement respectively.

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**Structure of Administration**

The State is divided into 30 Districts. The Districts are further subdivided into 73 Revenue Divisions, 206 Taluks, 1120 Firkas and 16563 Villages.

**ANNEXURE-I**

**STRUCTURE OF ADMINISTRATION**

| Sl.No. | Name of Districts | Name of Revenue Divisions | Name of Taluks | No. of Firkas | No. of Revenue Villages |
|---|---|---|---|---|---|
| | | | | | |
| 1 | **Chennai** | | 1. Kottai - Thondiarpet | 4 | 55 |
| | | | 2. Purasawalkam - Perambur | 4 | |
| | | | 3. Egmore - Nungambakkam | 4 | |
| | | | 4. Mylapore - Tiruvallikeni | 4 | |
| | | | 5. Mambalam - Guindy | 4 | |
| | | | | **20** | |
| 2 | **Kancheepuram** | 1. Kancheepuram | 1. Kancheepuram | 9 | 1137 |
| | | | 2. Uthiramerur | 6 | |
| | | | 3. Sriperumbudur | 9 | |
| | | | | | |
| | | 2. Chengalpattu | 4. Chengalpattu | 8 | |
| | | | 5. Thirukazukundram | 4 | |
| | | | 6. Tambaram | 3 | |
| | | | | | |
| | | 3. Madurantakam | 7. Madurantakam | 9 | |
| | | | 8. Cheyyur | 7 | |
| | | | | **55** | |
| 3 | **Thiruvallur** | 1. Ponneri | 1. Ambattur | 5 | 705 |
| | | | 2. Ponneri | 8 | |
| | | | 3. Gummidipoondi | 4 | |
| | | | | | |
| | | 2. Tiruthani | 4. Tiruthani | 6 | |
| | | | 5. Pallipattu | 5 | |
| | | | | | |
| | | 3. Tiruvallur | 6. Tiruvallur | 9 | |
| | | | 7. Uthukottai | 5 | |
| | | | 8. Poonamallee | 4 | |
| | | | | **46** | |

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| | | | | | |
|---|---|---|---|---|---|
| 4 | **Vellore** | 1. Ranipettai | 1. Arcot | 5 | |
| | | | 2. Wallajah | 5 | |
| | | | 3. Arakonam | 8 | |
| | | | | | |
| | | 2. Vellore | 4. Vellore | 9 | |
| | | | 5. Gudiyatham | 5 | 843 |
| | | | 6. Katpadi | 5 | |
| | | | | | |
| | | 3. Thirupathur | 7. Thirupathur | 7 | |
| | | | 8. Vaniyampadi | 8 | |
| | | | | **52** | |
| 5 | **Thiruvannamalai** | 1. Cheyyar | 1. Cheyyar | 9 | |
| | | | 2. Vandavasi | 10 | |
| | | | 3. Arni | 6 | |
| | | | | | 1067 |
| | | 2. Thiruvannamalai | 4. Thiruvannamalai | 10 | |
| | | | 5. Polur | 9 | |
| | | | 6. Chengam | 8 | |
| | | | | **52** | |
| 6 | **Cuddalore** | 1. Chidambaram | 1. Chidambaram | 6 | |
| | | | 2. Kattumannarkoil | 5 | |
| | | | | | |
| | | 2. Cuddalore | 3. Cuddalore | 5 | |
| | | | 4. Panruti | 4 | 873 |
| | | | | | |
| | | 3. Virudhachalam | 5. Virudhachalam | 7 | |
| | | | 6. Thittakudi | 5 | |
| | | | | **32** | |
| 7 | **Villupuram** | 1. Kallakurichi | 1. Kallakurichi | 7 | |
| | | | 2. Sankarapuram | 5 | |
| | | | | | |
| | | 2. Tirukoilur | 3. Tirukoilur | 7 | |
| | | | 4. Ulundurpet | 7 | |
| | | | | | 1459 |
| | | 3. Tindivanam | 5. Tindivanam | 9 | |
| | | | 6. Gingee | 7 | |
| | | | | | |
| | | 4. Villupuram | 7. Villupuram | 8 | |
| | | | 8. Vanur | 4 | |
| | | | | **54** | |
| 8 | **Thanjavur** | 1. Thanjavur | 1. Thanjavur | 7 | 759 |
| | | | 2. Thiruvaiyaru | 5 | |
| | | | 3. Orathanadu | 8 | |
| | | | | | |
| | | 2. Kumbakonam | 4. Kumbakonam | 5 | |

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| | | | | | |
|---|---|---|---|---|---|
| | | | 5. Thiruvidaimaruthur | 5 | |
| | | | 6. Papanasam | 6 | |
| | | | | | |
| | | 3. Pattukottai | 7. Pattukottai | 10 | |
| | | | 8. Peravurani | 4 | |
| | | | | **50** | |
| 9 | **Nagapattinam** | 1. Nagapattinam | 1. Nagapattinam | 5 | 523 |
| | | | 2. Vedaranyam | 3 | |
| | | | 3. Kilvelur | 4 | |
| | | | 4. Thirukuvalai | 3 | |
| | | 2. Mayiladuthurai | 5. Mayiladuthurai | 6 | |
| | | | 6. Tharangambadi | 4 | |
| | | | 7. Sirkali | 5 | |
| | | | | **30** | |
| 10 | **Thiruvarur** | 1. Mannargudi | 1.Mannargudi | 6 | 500 |
| | | | 2. Needamangalam | 3 | |
| | | | 3. Thiruthuraipoondi | 4 | |
| | | 2. Thiruvarur | 4. Thiruvarur | 2 | |
| | | | 5. Nannilam | 4 | |
| | | | 6. Kodavasal | 5 | |
| | | | 7. Valangaiman | 3 | |
| | | | | **27** | |
| 11 | **Tiruchirappalli** | 1. Tiruchirappalli | 1. Tiruchirappalli | 5 | 470 |
| | | | 2. Srirangam | 5 | |
| | | | 3. Manapparai | 7 | |
| | | | | | |
| | | 2. Lalgudi | 4. Lalgudi | 6 | |
| | | | 5. Manachanallur | 3 | |
| | | | | | |
| | | 3. Musiri | 6. Musiri | 6 | |
| | | | 7. Thottiam | 3 | |
| | | | 8. Thuraiyur | 6 | |
| | | | | **41** | |
| 12 | **Karur** | 1. Karur | 1. Karur | 6 | 174 |
| | | | 2. Aravakurichi | 5 | |
| | | | | | |
| | | 2. Kulithalai | 3.Kulithalai | 3 | |
| | | | 4. Krishnarayapuram | 5 | |
| | | | | **19** | |
| | | | | | |
| 13 | **Perambalur** | 1. Perambalur | 1. Perambalur | 2 | 327 |
| | | | 2. Kunnam | 5 | |
| | | | 3. Veppanthattai | 3 | |
| | | | | | |
| | | | | | |

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| | | | | | |
|---|---|---|---|---|---|
| | | 2. Ariyalur | 4. Ariyalur | 5 | |
| | | | | | |
| | | 3. Udayarpalayam | 5. Udayarpalayam | 7 | |
| | | | 6. Sendurai | 3 | |
| | | | | **25** | |
| | | | | | |
| 14 | **Pudukottai** | 1. Pudukottai | 1. Kulathur | 5 | 757 |
| | | | 2. Illupur | 6 | |
| | | | 3. Alangudi | 6 | |
| | | | 4. Pudukottai | 2 | |
| | | | 5. Gandarvakottai | 3 | |
| | | | 6. Thirumayam | 8 | |
| | | 2. Aranthangi | 7. Aranthangi | 6 | |
| | | | 8. Avudiyarkoil | 4 | |
| | | | 9. Manamalkudi | 4 | |
| | | | | **44** | |
| 15 | **Madurai** | 1. Madurai | 1. Madurai (South) | 7 | 621 |
| | | | 2. Madurai (North) | 12 | |
| | | | 3. Melur | 8 | |
| | | | 4. Vadipatti | 7 | |
| | | | | | |
| | | 2. Usilampatti | 5. Usilampatti | 5 | |
| | | | 6. Thirumangalam | 6 | |
| | | | 7. Peraiyur | 6 | |
| | | | | **51** | |
| 16 | **Theni** | 1. Periyakulam | 1. Periyakulam | 2 | 99 |
| | | | 2. Theni | 2 | |
| | | | 3. Aandipatti | 4 | |
| | | | | | |
| | | 2. Uthamapalayam | 4. Uthamapalayam | 6 | |
| | | | 5. Bodinayakanur | 3 | |
| | | | | **17** | |
| 17 | **Dindigul** | 1. Dindigul | 1. Dindigul | 10 | 358 |
| | | | 2. Natham | 3 | |
| | | | 3. Nilakottai | 5 | |
| | | | | | |
| | | 2. Palani | 4. Palani | 6 | |
| | | | 5. Oddanchatram | 5 | |
| | | | 6. Vedasandur | 7 | |
| | | | | | |
| | | 3. Kodaikanal | 7. Kodaikanal | 3 | |
| | | | | **39** | |
| 18 | **Ramanathapuram** | 1. Ramanathapuram | 1. Ramanathapuram | 7 | 400 |
| | | | 2. Rameswaram | 1 | |
| | | | 3. Thiruvadanai | 8 | |

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|---|---|---|---|---|---|
| | | | | | |
| | | 2.Paramakaudi | 4. Mudukulathur | 6 | |
| | | | 5. Kamuthi | 5 | |
| | | | 6. Paramakudi | 6 | |
| | | | 7. Kadaladi | 6 | |
| | | | | **39** | |
| 19 | **Sivagangai** | 1. Devakottai | 1. Thirupathur | 8 | |
| | | | 2. Karaikudi | 5 | |
| | | | 3. Devakottai | 4 | |
| | | | | | 521 |
| | | 2. Sivagangai | 4. Sivagangai | 9 | |
| | | | 5. Manamadurai | 6 | |
| | | | 6. Ilayankudi | 5 | |
| | | | | **37** | |
| 20 | **Virudhunagar** | 1. Sivakasi | 1. Srivilliputhur | 6 | |
| | | | 2. Rajapalayam | 5 | |
| | | | 3. Sathur | 4 | |
| | | | 4. Sivakasi | 4 | |
| | | | | | 600 |
| | | 2. Aruppukottai | 5. Aruppukottai | 5 | |
| | | | 6. Kariayapatti | 4 | |
| | | | 7. Virudhunagar | 4 | |
| | | | 8. Thiruchuli | 4 | |
| | | | | **36** | |
| 21 | **Tirunelveli** | 1. Tirunelveli | 1. Palayamkottai | 4 | |
| | | | 2. Sankarankoil | 10 | |
| | | | 3. Tirunelveli | 6 | |
| | | | | | |
| | | 2. Cheranmadevi | 4. Ambasamudram | 8 | |
| | | | 5. Nanguneri | 6 | |
| | | | 6. Radhapuram | 7 | |
| | | | | | 571 |
| | | 3. Tenkasi | 7. Tenkasi | 4 | |
| | | | 8. Shengottai | 3 | |
| | | | 9. Veerakeralampudur | 4 | |
| | | | 10. Alangulam | 5 | |
| | | | 11. Sivagiri | 4 | |
| | | | | **61** | |
| 22 | **Thoothukudi** | 1. Thoothukudi | 1. Thoothukudi | 4 | 468 |
| | | | 2. Srivaikundam | 6 | |
| | | | | | |
| | | 2. Thiruchendur | 3. Thiruchendur | 4 | |
| | | | 4. Sattankulam | 3 | |
| | | | | | |
| | | 3. Kovilpatti | 5. Kovilpatti | 6 | |

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| | | | | | |
|---|---|---|---|---|---|
| | | | 6. Ottapidaram | 6 | |
| | | | 7. Vilathikulam | 6 | |
| | | | 8. Ettayapuram | 5 | |
| | | | | **40** | |
| 23 | **Salem** | 1. Salem | 1. Salem | 7 | |
| | | | 2. Yercaud | 3 | |
| | | | 3. Vazhapadi | 4 | |
| | | | | | |
| | | 2. Attur | 4. Attur | 5 | |
| | | | 5. Gangavalli | 5 | |
| | | | | | 624 |
| | | 3. Mettur | 6. Mettur | 6 | |
| | | | 7. Omalur | 5 | |
| | | | | | |
| | | 4. Sankari | 8. Sankari | 4 | |
| | | | 9. Edapadi | 3 | |
| | | | | **42** | |
| 24 | **Namakkal** | 1. Namakkal | 1. Namakkal | 11 | |
| | | | 2. Rasipuram | 6 | |
| | | 2. Thiruchengode | 3. Thiruchengode | 8 | 391 |
| | | | 4. Paramathivelur | 5 | |
| | | | | **30** | |
| 25 | **Dharmapuri** | 1. Dharmapuri | 1. Dharmapuri | 5 | |
| | | | 2. Harur | 4 | |
| | | | 3. Pappireddipatti | 4 | 470 |
| | | | 4. Pennagaram | 4 | |
| | | | 5. Palacode | 5 | |
| | | | | **22** | |
| 26 | **Krishnagiri** | 1. Krishnagiri | 1. Krishnagiri | 8 | |
| | | | 2. Uthangarai | 4 | |
| | | | 3. Pochampalli | 4 | |
| | | | | | 636 |
| | | 2. Hosur | 4. Hosur | 6 | |
| | | | 5. Thenkanikottai | 7 | |
| | | | | **29** | |
| 27 | **Coimbatore** | 1. Coimbatore | 1. Coimbatore (North) | 6 | 481 |
| | | | 2. Coimbatore (South) | 7 | |
| | | | 3. Mettupalayam | 2 | |
| | | | | | |
| | | 2 Thiruppur | 4. Palladam | 7 | |
| | | | 5. Thiruppur | 5 | |
| | | | 6. Avinashi | 5 | |
| | | | | | |
| | | 3. Pollachi | 7. Pollachi | 11 | |
| | | | 8. Valparai | 1 | |

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| | | | | | |
|---|---|---|---|---|---|
| | | | 9. Udumalaipettai | 6 | |
| | | | | **50** | |
| 28 | **Erode** | 1. Erode | 1. Erode | 9 | 539 |
| | | | 2. Perundurai | 7 | |
| | | | | | |
| | | 2. Dharapuram | 3. Dharapuram | 7 | |
| | | | 4. Kangeyam | 4 | |
| | | | | | |
| | | 3. Gobichettipalayam | 5. Bhavani | 7 | |
| | | | 6. Gobichettipalayam | 7 | |
| | | | 7. Sathiyamangalam | 6 | |
| | | | | **47** | |
| 29 | **The Nilgiris** | 1. Gudalur | 1. Gudalur | 2 | 54 |
| | | | 2. Pandalur | 2 | |
| | | 2. Coonoor | 3. Udagamandalam | 3 | |
| | | | 4. Kundah | 2 | |
| | | | 5. Coonoor | 3 | |
| | | | 6. Kothagiri | 3 | |
| | | | | **15** | |
| 30 | **Kanyakumari** | 1. Nagercoil | 1. Thovalai | 3 | 81 |
| | | | 2. Agasteeswaram | 4 | |
| | | 2. Padmanabhapuram | 3. Kalkulam | 6 | |
| | | | 4. Vilavankodu | 5 | |
| | | | | **18** | |
| **30** | **30** | **73** | **206** | **1120** | **16563** |

**Revenue Buildings**

Revenue Department plays a very important role for the effective functioning of the District Administration. Hence necessary office buildings, infrastructure facilities and vehicles are being provided for the Revenue Department on priority. The office and residential buildings of the Collectors, District Revenue Officers, Revenue Divisional Officers, Tahsildars, Revenue inspectors, Village Administrative Officers, Cattle pounds and village chavadis are under the control of the Revenue Department. Funds are provided every year to cater to the needs of the District Administration by construction of the required office and the residential buildings, for providing infrastructure facilities and for the maintenance and repair of revenue buildings.

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**i) Office Buildings**

a.Collectorate Buildings.

Out of the 30 Districts in the State, 29 Collectorates are functioning in Permanent Government buildings. The Collectorate Building at Krishnagiri Master Plan Complex will be completed with in two months. A sum of Rs.25 crores has been allocated for construction of Salem Collectorate and offices of various departments which are functioning in the Collectorate now.

b. Revenue Divisional offices.

All the 73 Revenue Divisional offices in the State are functioning in Government buildings.

c. Taluk offices.

Out of 206 Taluk offices in the State, 188 Taluk Offices are functioning in Government buildings. The Construction of three Taluk Offices sanctioned by the Government under the Part II Scheme 2005-06 are nearing completion. Out of the balance 15 Taluk offices, the construction of 7 Taluk Offices have been sanctioned by the Government under the Part-II Scheme of 2006-07. For the construction of remaining 8 Taluk Offices, a sum of Rs.11.40 crores has been allocated. Thus it will be ensured there is no taluk office without own building in Tamil Nadu.

d. Buildings for Village Administrative Officers :

There are 12,506 Village Administrative Officers in the State. 226 Village Administrative Officers have been provided with office-cum-residence 12074 Village Administrative Officers have been provided with Office Buildings . The Construction of buildings for the remaining 206 Village Administrative Officers will be taken up soon.

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**ii) Residential Buildings for Revenue Officials**

The following Revenue Officials have been provided with residential buildings :-

| | | |
|---|---|---|
| i) | Collectors | 27 |
| ii) | District Revenue Officers | 25 |
| iii) | Revenue Divisional Officers | 66 |
| iv) | Tahsildars | 179 |
| v) | Revenue Inspectors | 1,084 |

The construction of residential buildings to the remaining officials will be taken up in due course.

**Distribution Of Free Colour Television Sets Scheme**

In order to improve General Knowledge and for the entertainment to Women, the Government have decided to implement the Scheme of Distribution of Free Colour Television Sets, to the families who were not having Colour Television sets. An Advisory Committee was formed including All-party MLAs for the successful implementation of the scheme. To ensure transparency in the selection of beneficiaries, Committees were also be constituted locally to select the beneficiaries at the level of Village Panchayats / Corporations / Municipal Corporations and Special Grade Village Panchayats and also a Technical Expert Committee was formed for procurement of Colour Television sets.

In pursuance, the Government have ordered in the first phase to distribute 30,000 Colour Television sets in all the districts on 15.9.2006, birthday of Arignar Anna at all the Periyar Memorial Samathuvapurams where all caste people are living together, and to all the scheduled tribe families living in The Nilgiris district and also to the people living in Slum Clearance Board Tenements one each in South and North Chennai and this scheme has been implemented successfully.

The second phase was launched by Hon'ble Chief Minister on 15.02.2007. 9,34,692 Colour Television sets have been distributed to the qualified beneficiaries till 17.06.2007 in all districts.

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**Two Way Communication of VHF / HF**

There are 13 coastal districts in the State of Tamil Nadu. They are: 1) Chennai, 2) Kancheepuram 3) Tiruvallur 4) Viluppuram 5) Cuddalore 6) Nagapattinam 7) Tiruvarur 8) Thanjavur 9) Pudukkottai 10) Ramanathapuram, 11) Thoothukkudi 12) Tirunelveli and 13) Kanniyakumari.

In order to communicate and disseminate information on natural disasters, law and order etc., VHF and HF systems have been installed in the headquarters of the districts and also in the Office of the Special Commissioner and Commissioner of Revenue Administration. Similarly, in the Revenue Divisions and Taluks VHF system have been installed.

**India Meteorological Department**

The India Meteorological Department communicates information on the activities relating to trough of low pressure / depressions / deep depressions and cyclonic storms through fax and hot line to the office of the Special Commissioner and Commissioner of Revenue Administration. Based on the information received from the IMD, instructions are sent from the office of the Special Commissioner and Commissioner of Revenue Administration to the Collectors. In addition to the above, the information received from the IMD are also disseminated to Government and Government of India. Further, during the period of flood and cyclone, if the impact of natural disasters is going to be severe in nature the information is sent by India Meteorological Department directly to the State Government, Ministry of Home Affairs and to the district Collectors through hotline telephone and fax.

**VILLAGE ADMINISTRATION**

Village Administration has been and continues to be the main-stay and axle of the District Revenue Administration. The Village Administration was earlier run with the help of part time Village Officers before 14.11.80. In 1980, the Government took a policy decision to restructure the Village Administrative set up. Accordingly the Tamil Nadu Ordinance 10/80 was promulgated by His Excellency the Governor

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on 13.11.80 for the abolition of the posts of part time Village Officers. These posts were abolished with effect from 14.11.80 by Tamil Nadu Abolition of Posts of part-time Village Officers Act, 1981 (Act 3/81). In the place of part-time Village Officers full time Village Administrative Officers were appointed in all Revenue Villages in the State.

The posts of the Village Administrative Officers were brought within the purview of the Tamil Nadu Public Service Commission in G.O.Ms.No. 2747. Revenue Department, dated 12.12.80, and the rules amended to the effect that the appointment to the posts of Village Administrative Officers shall be made by direct recruitment. Accordingly Village Administrative Officers were directly recruited by the Tamil Nadu Public Service Commission.

In the meantime, as a result of cases filed by the erstwhile part-time Village Administrative Officers over the appointment of Village Administrative Officers and based on the guidelines issued by the Supreme Court of India, the part time Ex-Village Officers who lost their job on 14.11.80 and who were having minimum General Education qualification were appointed as Village Administrative Officers as per the following Government Orders. (i) In G.O.Ms.No. 1195, Revenue Department, dt. 6.7.82, Ex.Village Officers who held office on 14.11.80 and possessed the minimum general educational qualifications as on 20.2.82 ( Category-I) were appointed as Village Administrative Officers by the relevant District level/State level Screening Committee constituted for the purpose (ii) In G.O.Ms.No. 1287, Revenue Department, dated 6.7.88 orders were also issued for appointment of Ex.Village Officers who held office on 14.11.1980, but passed S.S.L.C. Subsequent to 20.02.82 (Category-II) sponsored by Employment Exchange as Village Administrative Officers, under Rule 10(a)(1) of the General Rules, subject to certain conditions. (iii) In G.O.Ms.No. 954, Revenue Department, dated 16.10.1997, orders were also issued on the basis of directions given by the Tamil Nadu Administrative Tribunal for appointment of Ex.Village Officers who were not in service on 14.11.80, but had worked as part-time Village Officers for a short period prior to 14.11.80, possessing the minimum general educational qualifications, and

other qualifications (Category-III) as Village Administrative Officers in any of the then existing or future vacancies as per seniority maintained on the basis of their length of service.

2.The existing Village Administrative set up consists not only of the Ex.Village Officers recruited through Screening Committee and through other methods but also the required Village Administrative Officers were recruited through the Tamil Nadu Public Service Commission. In G.O. (D) No. 23, Revenue, dt. 12.1.06 order been issued for recruitment of 2500 Village Administrative Officers through Tamil Nadu Public Service Commission.

3. In G.O. (3D) No.10, Revenue, dated 28.2.06 orders issued towards sanction of Jamabandhi allowances from Rs. 1200/- to Rs.1700/- ( Rupees one thousand seven hundred only) and sanction is also accorded for Rs. 800/- towards maintenance of buildings, electricity charges. Orders also issued for increase of Fixed Travelling Allowances from Rs.100/- to Rs.200/-

**Promotion to Village Administrative Officers**

As per G.O.Ms.No. 781, Revenue, dated 25.5.85, the Village Administrative Officers after completion of their service of not less than 5 years have been transferred as Junior Assistant against 20% of the vacancies raised in the District every year.

Subsequently in supersession of the above G.O., the Government have issued orders in G.O.Ms.No. 386, Rev. (Ser.7-1) Dept., dated 1.10.2001, to promote the selection grade Village Administrative Officers who have completed 10 years of service, directly as Assistants subject to certain other conditions in the 10% of vacancies arising in District Revenue Administration. Further, the Government have emphasized that the seniority of the Junior Assistants transferred from the Village Administrative Officers should be integrated with the seniority of the Selection Grade Village Administrative Officer qualified for promotion to the posts of Assistants and insisted to prepare integrated seniority list.

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Since there were practical difficulties in implementing the orders issued by the Government, the Government have been requested to issue clarificatory order. The Government have issued necessary amendment to the above orders in G.O.Ms.No. 330, Service (7-1) Revenue Department, dated 12.7.04. Accordingly, the selection grade Village Administrative Officers may be promoted as Assistants, only in 10% of the vacancies arising in the districts. It has been laid down in the Government orders that the promotion as Assistant to the Junior Assistants who have been transferred from the cadre of Village Administrative Officers may be made like other regular Junior Assistants in the District.

**Particurlars regarding Village Assistants**

**Payment of Pension to Ex.Village Officers**

Till 1980, the Village Administration was run with the part-time Village Officers. In order to revamp the Village Administration set up, an ordinance 10/80 was promulgated on 13.11.80 to abolish the posts of part time Village Officers and accordingly all such posts were abolished with effect from 14.11.80.

Consequent on the abolition of the posts of Village Officers, the Government in their order (Ms) No. 828, Revenue (E.Spl) Department, dated 23.8.96 sanctioned a Special Pension with effect from 5.12.1986 to those Ex.Village Officers who lost their jobs on 14.11.80. Accordingly, the Ex.Village Officers are eligible for special pension as follows:-

i) a sum of Rs.175/- p.m which was hitherto paid with attendant benefits to part-time Ex.Village Officers has been enhanced to Rs.250/- p.m. as per G.O.(Ms) No. 629, Revenue (Ser.Vii) Dept., dated 22.7.98 (from 1.7.2004 a gross sum of Rs.848/- p.m. is being paid as special pension).

ii) a sum of Rs.100/- p.m. which was paid as Family Pension to the family of the deceased Ex.Village Officers, who were in service on 14.11.80, has been enhanced to Rs.150/- p.m. as per G.O.(Ms) No.629, Revenue (Ser.VII) Department dated 22.7.98.

iii) In G.O.(Ms) No. 753, Revenue (Ser.VII) Department, dt.9.9.98 the Government have extended this Ex.Village Officer's special pension scheme to those Ex.Village Officers who were under suspension or on leave on 14.11.80.

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iv) In G.O.(Ms) No. 121, Revenue (Ser.VII) Department, dt. 13.32001, the Ex.Village Officer's pension scheme has been extended to those who were in service on 14.11.80 and subsequently acquired minimum general educational qualification and got appointed as Village Administrative Officers, but retired without rendering minimum qualifying service of 10 years.

v) In G.O.(Ms)No. 294, Revenue (Ser VII) Department, dated 30.8.2001, the Government have extended the benefit of special pension to those Village Officers who were ordered to retire from service on 30.9.80 on completion of 60 years of age as per G.O.(Ms) No. 2261, Revenue, dt. 9.10.78. Thus, those Village Officers who retired before 14.11.80 were also allowed to enjoy the benefit of special pension.

vi) In G.O. (3D) No. 9, Revenue, dt. 28.2.06 Government have issued order by framing Tamil Nadu Village Assistants Pension Rules 1955.

**Village Assistant Establishment**

Before 1.6.1995 part time Village Servants were on consolidated pay. In G.O.625, Revenue, dated 6.7.1995 the Government made the part time Village Servants as full time Government Servants and new scale of pay has been fixed for them as Rs.600-10-750 with effect from 1.6.1995. In the sixth pay commission, the scale of pay has been revised as Rs.1800-20-2240. In G.O 521, Revenue, dated 17.6.1998, the Government have framed service Rules for the post of full time Village Assistants. As per G.O.362, Revenue, dated 7.7.1999, the legal heirs of Village Servants who expired while in service and whose services had been regularized, are eligible for appointment under compassionate ground in Government Service. Now in G.O.Ms.No. 787, Revenue, dt. 6.12.06 orders were issued to recruit 3674 Village Assistants through Employment Exchange.

**Payment to Village Servants / Village Assistants**

As per G.O.Ms.No. 1495, Revenue Dept., dated 1.9.1984, the part time Village Servants who retired on attaining the age of sixty years should be paid on amount for the total service put in by them as Village Servants and the amount should be calculated at the rate of one half of the monthly emoluments per year of service put in by them.

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In their Letter (Ms) No. 112, Revenue (Ser.VII-2) Dept., dated 4.3.2002, the Government have ordered that the Village Assistants who retired from service between 1.6.95 and 31.5.2000, should be paid service Gratuity at the rate of one half of the monthly emoluments for every year of total service put in by them and for those who retired after 31.5.2000.Death-cum-Retirement-Gratutity should be paid as per Tamil Nadu Pension Rules.

**Land Revenue (Fasli 1416)**

The Basic Assessment is fixed with reference to classification of soil, sort and source of irrigation. Based on the basic assessment so fixed, the other components viz., Local Cess, Local Cess Surcharge, Additional Surcharge, Additional Assessment, Water Cess and Additional Water Cess are levied.

2) Land Revenue is being collected from the Pattadars without taking any coercive action.

3) In G.O.Ms.No.539, Revenue, dt.22.8.2006, the Government have granted remission of Land Revenue, Water Cess, Local Cess, Local Cess Surcharge, Additional Assessment, Additional Water Cess, Additional Surcharge to the ryots in 22 districts for the Fasli 1415 in view of the damages caused by flood due to unprecedented rainfall during North East Monsoon in 2005. A sum of Rs.11.52 crores of Local Cess, Local Cess Surcharge, Additional Surcharge, Additional Assessment, Water Cess and Additional Water Cess were fully waived for the flood affected areas of 4,92,722 hectares during the year 2006.

4) In Fasli 1416, (01.07.2006 to 30.06.2007) out of total arrears land revenue collectable balance of Rs.46.56 crores, a sum of Rs.8.83 crores have been collected upto 31.03.2007. For the Fasli 1416, the current land revenue provisional demand of Rs.52.89 crores, a sum of Rs.34.32 crores have been collected upto 31.3.2007.

**2.12 Natural Calamities**

Calamities can be sub-divided into two viz., i) Natural Calamities and ii) Manmade Calamities and accidents. The Natural Calamities comprise cyclone,

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flood, drought, earthquake, landslide, tsunami etc., Disasters like fire accident, bomb blast, rail accidents, boat capsize, chemical leakages from the factories and Oil spill into the sea belong to the second category.

The State of Tamil Nadu receives an annual rainfall of 977 mm. Approximately 33% of this is from the Southwest Monsoon and 48% from the North East Monsoon.

**i) Pre-Monsoon Preparedness Measures**

The mitigation of various natural disasters by way of taking precautionary measures and relief and rehabilitation measures for the people affected is the primary responsibility of the Government. Revenue Department is responsible for the implementation of the various precautionary measures and relief and rehabilitation measures taken up by the Government and also the management of natural disasters. Since Revenue Department plays a pivotal role in disaster management, the Revenue Administration Department has been renamed as "Revenue Administration, Disaster Management and Mitigation Department."

The Disaster Management activities in the State are carried out under the direct supervision of the Honourable Chief Minister, Revenue Minister, Chief Secretary, Secretary, Revenue and State Relief Commissioner.

The relief measures are implemented and monitored at the State Level by the Special Commissioner and Commissioner of Revenue Administration in his capacity as 'State Relief Commissioner'. These relief measures are implemented in the office of the Revenue Administration, Disaster Management and Mitigation Department by the Joint Commissioner (Land Revenue) and in the districts by the Collectors concerned.

In order to tackle the situation arising out of floods / cyclones in Tamil Nadu during the period of North East Monsoon a Pre-monsoon preparedness review meeting is being held in the month of August every year before the onset of North East Monsoon under the Chairmanship of the Chief Secretary to Government to assess the state of preparedness and to evolve effective coordination with line

departments, defence services, NGOs, etc. and suitable instructions / orders are issued to the line departments and Collectors.

On the same analogy, in each district a District Coordination Committee Meeting is being held under the Chairmanship of Collector with the line departments. Further, on the basis of the experience gained in handling floods / cyclones, in the previous years and also the suggestions and feedbacks received during the District Coordination Meeting, a District Disaster Management Plan is prepared by the Collectors of all the Districts. Regular protective and preventive steps are initiated well ahead of the onset of the monsoon season by way of conducting Mock drill by the Collectors concerned with the help of uniformed personnel to familiarize the line departments, elected representatives, NGOs., Voluntary Organisations, general public about the response mechanism.

**ii) Training on Disaster Management**

Before the onset of North East Monsoon, training is imparted to the officials of revenue, police, fire services, irrigation, highways and other professional bodies, local bodies and line departments at the State Level Training Institutions viz., Anna Institute of Management and State Institute of Rural Development and further the above officials are deputed to the training workshops on various aspects of disaster management held in various States for successful execution of Disaster Management activities. A sizeable allocation of funds is made by the Government from the Calamity Relief Fund for conducting Training Programme in the State Level Training Institution.

**iii) Control Rooms**

In order to monitor the natural disasters round the clock, a Permanent Control Room is established in the Office of the Special Commissioner and Commissioner of Revenue Administration / State Relief Commissioner with all the necessary infrastructure facilities including computers, direct permanent telephone no. 2859 3990, VHF / HF facilities, fax and Hotline Telephones between India Meteorological Department and State Control Room to contact 13 coastal districts. A toll free public utility services telephone no.1070 has been installed in the Office of the State Relief

Commissioner for receiving and communicating information on various disaster related incidents by the general public.

The Control Room in the district functions under the control of the Collector under the overall supervision of Personal Assistant (General) to the Collector. . Similarly, a control room is established in each of the districts with a telephone and a toll free public utility services telephone no.1077 for receiving and communicating information on various disaster related incidents by the general public. The State Control Room functions under the direct control of the Special Commissioner and Commissioner of Revenue Administration / State Relief Commissioner and under the overall supervision of the Joint Commissioner (Land Revenue). The control room acts as a fulcrum in the matters related to preparedness and relief measures based on the communication received from the IMD, Government of India, Ministry of Home Affairs and from the general public.

**iv) Two Way Communication of VHF / HF**

There are 13 coastal districts in the State of Tamil Nadu. They are: 1) Chennai, 2) Kancheepuram 3) Tiruvallur 4) Viluppuram 5) Cuddalore 6) Nagapattinam 7) Tiruvarur 8) Thanjavur 9) Pudukkottai 10) Ramanathapuram, 11) Thoothukkudi 12) Tirunelveli and 13) Kanniyakumari.

In order to communicate and disseminate information on natural disasters, law and order etc., VHF and HF systems have been installed in the headquarters of the districts and also in the Office of the Special Commissioner and Commissioner of Revenue Administration. Similarly, in the Revenue Divisions and Taluks VHF system have been installed.

**v) India Meteorological Department**

The India Meteorological Department communicates information on the activities relating to trough of low pressure / depressions / deep depressions and cyclonic storms through fax and hot line to the office of the Special Commissioner and Commissioner of Revenue Administration. Based on the information received from the IMD, instructions are sent from the office of the Special Commissioner and

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Commissioner of Revenue Administration to the Collectors. In addition to the above, the information received from the IMD are also disseminated to Government and Government of India. Further, during the period of flood and cyclone, if the impact of natural disasters is going to be severe in nature the information is sent by India Meteorological Department directly to the State Government, Ministry of Home Affairs and to the district Collectors through hotline telephone and fax.

**vi) Daily Situation Report**

Tamil Nadu has 378 rain gauge stations. Rainfall details are collected throughout the year in Tamil Nadu. The Collectors are collecting the daily rainfall data from the Tahsildars. The district rainfall details thus collected are sent to State Relief Commissioner's Office. The Office of the State Relief Commissioner sends the details on rainfall to IMD and Government every day. The State Relief Commissioner monitors the relief and rehabilitation measures every day on the basis of Daily Situation Report.

**vii) Cyclone Shelters**

There are 124 cyclone shelters in the State of Tamil Nadu. 114 Cyclone Shelters located in the State have been repaired and reconstructed at a cost of Rs.251.05 lakhs.

**viii) Calamity Relief Fund**

A Calamity Relief Fund has been setup for each State for meeting the expenditure on relief measures in times of Natural Calamities like cyclone, floods, drought, fire, etc., with a State Level Committee to manage the fund.

**ix) 12th Finance Commission**

The period of 12th Finance Commission is from 2005 – 2010 (1.4.2005 to 31.3.2010). For the above period the allocation made to Calamity Relief Fund is as follows:-

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| Financial Year | Amount allocated (in crores) | State Government's Share (25%) | Central Government's Share (75%) |
|---|---|---|---|
| 2005 – 2006 | 209.08 | 52.27 | 156.81 |
| 2006 – 2007 | 219.53 | 54.88 | 164.65 |
| 2007 – 2008 | 230.51 | 57.63 | 172.88 |
| 2008 – 2009 | 242.03 | 60.51 | 181.52 |
| 2009 – 2010 | 254.13 | 63.53 | 190.60 |
| Total | 1155.28 | 288.82 | 866.46 |

**x) National Calamity Contingency Fund**

During the periods of natural disasters like cyclone, flood, earthquake, hailstorm, landslide, drought and fire accidents if the damages occurred are of very severe in nature and that if the damages could not be restored or relief / rehabilitation measures cannot be met from the funds available under Calamity Relief Fund, the Government of India will sanction funds from the National Calamity Contingency Fund for taking up relief / rehabilitation and restoration measures. This fund is exclusively administered by Ministry of Finance and Expenditure, Government of India.

**xi) State Level Committee on Calamity Relief Fund**

The State Level Committee on Calamity Relief Fund to administer the Calamity Relief Fund constituted in 1997 was re-constituted in the year 2000 with the Chief Secretary to Government as Chairman, Secretary to Government, Revenue Department as Member-Secretary, the Secretaries of Finance, Public Works, Agriculture, Animal Husbandry & Fisheries, Highways, Municipal Administration and Water Supply, Rural Development, Special Commissioner and Commissioner of Revenue Administration, Director of Anna Institute of Management as Members. The functions of the State Level Committee are as follows:-

- The Committee will decide on all matters connected with the financing of the relief expenditure

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- The Committee will arrange to obtain the contributions from the concerned Government and administer the Fund and invest the accretions to the Fund in accordance with the pattern of the Investment as approved by the Government of India from time to time.
- The Committee shall also be responsible to oversee that the money drawn from the Calamity Relief Fund is utilized for the purposes for which the Fund has been set up.
- The responsibility for the administration of the Calamity Relief Fund rests with the State Level Committee. The State Level Committee will have other functions as may be assigned from time to time based on the instructions of Government of India for the smooth functioning of the Calamity Relief Fund Scheme.
- The Scheme for constitution and Administration of the Calamity Relief Fund and Investment there from communicated by the Government of India is fully adopted and followed by the State Level Committee.

**xii) North East Monsoon 2006**

The normal date of onset of North East Monsoon is 20th October. During the year 2006, the North East Monsoon had set in on 19.10.2006. The State of Tamil Nadu received an actual rainfall of 522.45 mm against the normal rainfall of 459.22 mm, which is 14% excess when compared to normal rainfall. During the North East Monsoon 2006, there was excess rain in most of the districts in the State. This resulted in severe damages in southern districts as well as delta districts. The districts of Karur, Krishnagiri, Perambalur and Thanjavur, Vellore recorded deficit rainfall. The Government machinery is being prepared ready to tackle the scarcity of drinking water and other problems if any, consequent to deficit rainfall in the above 5 districts. The Government have sanctioned a sum of Rs.28.37 crores to tackle the drinking water crisis for Krishnagiri, Perambalur and Vellore Districts.

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**xiii) Relief to the affected farmers**

The Government have sanctioned a sum of Rs. 21,94,988/- in G.O.Ms.No. 826, Revenue, dated 18.12.06 towards relief assistance to the damaged kuruvai crops at the rate of Rs.7500/- per hectare in the districts of Thanjavur, Tiruvarur and Nagapattinam districts due to heavy rains and floods during North East Monsoon 2006. The Government have sanctioned the above relief to the affected farmers at a rate which is more than three times as against the norms of relief allowed under the CRF/ NCCF guidelines during severe floods in the year 2006.

A relief amount of Rs.15,000/- was sanctioned to the families of the deceased due to natural calamities like cyclone, flood, lightning and thunder and fire. Further, an additional amount of Rs.35,000/- was given as relief to the affected relief on the recommendation of the concerned Collector to Office of the Hon'ble Chief Minister. Due to this, relief amount is disbursed to the affected family after a short gap. In order to avoid such delay in disbursement of relief to the affected families, the Government in their orders G.O.Ms.No. 714, Revenue, dated 30.10.06 have enhanced this relief amount to Rs.50,000/-. Further, the Government have authorised the Collectors to draw and disburse the amount to the affected family.

During North East Monsoon 2006 period, due to natural calamities, 106 persons lost their lives. A sum of Rs.53.00 lakhs has been sanctioned as relief to the families of the deceased at the rate of Rs.50,000/- per family of the deceased due to natural calamities. A sum of Rs.4,35,000/- has been sanctioned as relief to the cattle owners for the 119 cattle loss and a sum of Rs.64,94,000/- has been sanctioned during October to December 2006 as relief to the 5,318 damaged fully and partly huts due to heavy rains / floods during North East Monsoon 2006.

A sum of Rs.10.89 crores will be sanctioned to the 6 district Collectors, viz., Nagapattinam, Thanjavur, Tiruvarur, Thoothukudi, Tirunelveli and Erode for restoration of damages caused to infrastructure in these districts. Further, based on the announcement made by Hon'ble Chief Minister, a sum of Rs.25.00 crores will be sanctioned for the restoration of damages caused to Corporation, Municipalities and Town Panchayat roads, due to heavy rain / floods during North East Monsoon 2006.

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**xiv) National Cyclone Risk Mitigation Project (NCRMP)**

The Government of India with the assistance of World Bank has proposed to implement the Project called “National Cyclone Risk Mitigation Project” in the Coastal States of India. These Coastal States of India have been sub-divided into two categories viz., Category I – High Vulnerability and Category II – Low Vulnerability. The State of Tamil Nadu was classified under Category I. The 75% share of Union Government is Rs.176.00 crores and 25% share of State Government is Rs.58.66 crores, totalling an amount of Rs.234.66 crores for implementation of this project spread over a period of 4 years from 2006-07 to 2009-10. The proposals of line departments are compiled in two parts that is for Rs.235.06 crores as priority-I and Rs.106.34 crores as priority-II, totalling Rs.341.40 crores and the same has been sent to Government of India with a request to consider them and substitute any scheme under priority-II wherever any scheme under priority-I is not covered by the norms prescribed therefor for implementation of the above Project in the State of Tamil Nadu.

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## Natural Calamities

### Drought

There are scanty rainfall during North East Monsoon 2006 in few districts. Hence drought prevails and there is acute scarcity for drinking water. Ground water level has also gone down.

2. Hence based on the proposals received from the Collectors, as recommended by the SC&CRA, Rs.5.92 Crores for Krishnagiri District, Rs.8.79 Crores for Perambalur District, Rs.13.66 Crores for Vellore District, Rs.0.8682 Crores for Ramanathapuram, Rs.2.00 Crores for Dharmapuri District have been sanctioned to erect borewells, hand pumps, and to supply drinking water through lorries to combat drought.

3. It has been further proposed to sanction to combat the drought in the other districts as follows:-

| Sl. No. | District | Amount (Rs.in Crores) |
|---|---|---|
| 1 | Dindigul | 2.00 |
| 2 | Nagapattinam | 2.00 |
| 3 | Thanjavur | 2.00 |
| 4 | Sivaganga | 1.846 |
| 5 | Tiruvannamalai | 3.00 |
| 6 | Salem | 2.09 |
| 7 | Namakkal | 2.00 |
| 8 | Pudukkottai | 1.96 |
| 9 | Karur | 1.50 |
| 10 | Virudhunagar | 2.00 |

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## LAND ADMINISTRATION DEPARTMENT

The Revenue Department administers all the Government lands including those vested with the various Departments of the state Government.

Land Administration Department deals with various important Revenue subjects such as Assignment (cultivable land / house site), Lease, Transfer of land, Alienation, Acquisition, Estate / Inam Abolition Acts, Cinematograph Act, Eviction of encroachments in Government lands, Irrigation etc.,

Government lands are allotted to private Individuals, Government Departments and Quasi Government Organisations by way of Lease, Transfer, Alienation, Land Acquisition and Assignment.

### .2 Assignment

Lands are assigned both for house site and agriculture purposes.

### i) Assignment of House sites:

To uplift the weaker sections of the society, provision of house site to the houseless poor persons is the consistent policy of the Government. Free House sites are assigned to landless people having family annual income below Rs.16,000/- in rural areas and Rs.24,000/- in urban areas. By way of empowering women, house sites are assigned in favour of the wife of the head of family or women members of families. Three cents in villages, one and a half cents in Municipal areas and one cent in Corporation areas are assigned as per the Revenue Standing Order 21.

The assignees are permitted to mortgage the house site with the Nationalised Banks as well for availing credit under Credit – Cum – Subsidy scheme of the Rural Housing Schemes viz., Indira Awaas Yojana and Prime Minister's Gramodaya Yojana to construct houses in the assigned lands.

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**a) House site is assigned in the following order of preference:**

(i) Families of defence personnel, including Border Security Force, Territorial Army Personnel etc., killed or disabled in action.
(ii) Scheduled Caste and Scheduled Tribes;
(iii) Released Bonded Labourers;
(iv) Ex-Servicemen;
(v) Landless Poor.

In order to ensure the benefit reaching the eligible persons quickly, the following Revenue Officers are delegated with powers of monetary limits in the assignment of house sites :-

| Sl.No | OFFICERS | MONETARY LIMIT |
|---|---|---|
| 1 | Tahsildar | Rs.10,000/- |
| 2 | Revenue Divisional Officer | Rs.20,000/- |
| 3 | District Revenue Officer | Rs.50,000/- |
| 4 | District Collector | Rs.2,00,000/- |
| 5 | Commissioner of Land Administration | Rs.2,50,000/- |
| 6 | Government | Above Rs.2,50,000/- |

During 2006-2007, a target of 60,000 house site pattas was fixed for the State as a whole.

**ii) Regularisation of Encroachment of Houses**

The Government have issued orders in G.O. (Ms) No.854, Revenue, Dated:31.12.2006, Empowering the District Collectors to issue house site pattas to those who live in Government poramboke lands encroached by construction of houses for more than ten years and producing proper evidence for it after site inspection by a committee headed by him, by relaxing relevant ban orders of assignment in this case only, to eligible persons within a period of six months from January 2007. If necessary, the time limit will be extended till the full coverage is achieved. 50,878 house site pattas have been issued under this scheme till 31.5.2007.

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**EVICTION OF ENCROACHMENTS**

The Land Encroachment Act, 1905 was enacted to force out the unauthorized occupants of Government lands by imposing heavy and prohibitory assessment increasing the same, year by year and to recover the same as arrears of land revenue. The Act empowers eviction of an unauthorized occupant of a Government land by the Collector/Tahsildar/Deputy Tahsildar under the control of Collector or any other officer authorized by the Government for the purpose.

In G.O.Ms.No.186, Revenue Department, dated 29.4.2003 orders have been issued to evict all encroachments in water course porambokes without any reservation and regularization of these encroachments were also banned. The Hon'ble High Court of Madras in its order dated: 27.6.2005 in W.P.No.20185/2000 has issued directions to evict the encroachments in water course porambokes and to identify all the water course porambokes in all over the State and restore their original state.

In the Judgement dated:2.2.2005 in W.P.No.689/2005, the Madurai Bench of Madras High Court has observed that stringent measures have to be taken while evicting encroachments made in the Road porambokes without giving any chance for interference by religious, political and social organizations.

Periodical returns were also prescribed and the progress of eviction of unauthorized encroachments in all Government lands and forest lands every month is also being reviewed. A District Level Committee has been constituted to take prompt action to reduce the cases of the encroachments and to have critical review of the progress made in eviction of encroachments during the month under review.

As per the directions of the High Court of Madras in W.P.Nos.15673 to 15686/2002, a High Level Committee has been constituted under the Charimanship of Hon'ble Minister for Revenue comprising Official Members, (viz.) Chief Secretary; Secretary, Revenue; Secretary, Environment and Forest; Secretary, Rural Development and Panchayat Raj; Secretary, Municipal Administration and Water Supply; Secretary, Home; Secretary, P.W.D., Secretary, Highways and Non-Official

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Members representing people's representatives including two M.L.As. The first meeting of the above State Level Committee was convened on 16.2.2007 to discuss the items to be monitored by the Committee.

During the one year period (from 1.1.2006 to 31.12.2006) a total number of 31,859 encroachments in Government Poramboke land were removed.

**LAND LEASE**

Lands at the disposal of the Government are granted on lease basis for non-agriculture purpose in favour of individuals, private bodies, companies or Association and local bodies, for a specified period, under the Revenue Standing Order 24-A. The lease rent is levied based on the land cost depending upon the Commercial and non-Commercial purpose. The existing rates of lease rent within the Jurisdiction of the Panchayat and Panchayat Union are indicated below:-

| Purpose | Lease rent (on land cost) | Local Cess | Local Cess Surcharge | Total |
|---|---|---|---|---|
| Commercial | 2% | 2% | 10% | 14% |
| Non- Commercial | 1% | 1% | 5% | 7% |

In the areas, with in the Jurisdiction of the corporations and municipalities 7% of the land cost (including additional surcharge) is levied and collected as annual lease rent for non-commercial purposes and 14% of the land cost (including additional surcharge) is levied and collected as annual lease rent for commercial purposes. Besides in special cases, nominal lease rent per annum is also fixed by the Government.

The minimum period of lease is 3 years at a time. However, maximum period of lease granted in respect of any Government land is 30 years. The lease rent is revisable once in 3 years. In case of violation of lease conditions, contained in the" Lease Deed", the land is resumed.

The monetary powers for Revenue Officers for leasing out Government lands are indicated below:-

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| OFFICERS | MONETARY LIMIT |
|---|---|
| (1) Tahsildar | NIL |
| (2) Revenue Divisional Officer | -Up to Rs. 20,000/- |
| (3) Collector/District Revenue Officer | -Up to Rs. 50,000/- |
| (4) Commissioner of Land Administration | - Up to Rs. 2,00,000/- |
| (5) Government | -Above Rs.2,00,000/- |

This Government has ordered for incorporating a new condition in the lease deed to the effect that whenever the lease is to be renewed on its period of expiry, the lessee shall pay the lease amount, which may be tentatively arrived at by adding the provisional increase to the lease amount by adopting land value prevailing at that point of time, till the renewal/revision of rent that may be fixed. This new condition will help the authorities to collect lease rent, pending renewal of such lease cases thereby avoiding locking up of Government dues along with interest. To regulate the collection of lease rent and to avoid accumulation of arrears, instructions have been issued to collect the old lease rent from the leasees till renewal of lease and to collect the difference amount, after the renewal of lease so that accumulation of arrears could be avoided.

**LAND REFORMS**

The Tamil Nadu Land Reforms (Fixation of Ceiling on Land) Act, 1961 (Tamil Nadu Act 58/61) was enacted to achieve the lofty ideal of reducing the disparities in the ownership of agricultural lands. This objective is expected to be realised by taking over the surplus lands and distributing them amongst the landless poor.

The land ceiling for a family consisting of 5 members was initially fixed at 30 standard acres. 5 standard acres in addition was allowed for every additional member with an overall ceiling of 60 standard acres, besides 10 acres of Stridhana land for each

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Female Member. The ceiling on land and also certain exemptions provided for in the original Act were rationalised over the years by bringing in major changes in the Act.

In the year 1970, through an amended Act 17/70 the ceiling for the family was reduced from 30 to 15 standard acres. The overall ceiling limit of 60 standard acres, as fixed under the Parent Act, 58/61 was also reduced to 40 standard acres through the Tamil Nadu Act No.20/72. This was further reduced to 30 standard acres through the Tamil Nadu Act No. 39/72. The present ceiling area is as follows:

| | |
|---|---|
| 1) For a family consisting of 5 members - | 15 standard acres |
| i) Each additional Member - | 5 standard acres |
| ii) Over all ceiling area - | 30 standard acres |
| 2) Charitable trusts which were in existence as on 1.3.1972 | 5 standard acres |
| 3) All trusts are prohibited from acquiring agricultural lands after 1.3.72. | |

Government of Tamil Nadu has assigned the surplus lands acquired under Tamil Nadu Land Reforms (Fixation of Ceiling on Land) Act, 1961 and other amended Acts to eligible landless persons as per the provisions of the Tamil Nadu Land Reforms (Disposal of Surplus Land) Rules, 1965 in the order of preference at the rate not exceeding 3 acres of dry land or 1.50 acres of wet lands.

The details of lands declared surplus and assigned to beneficiaries along with the details of lands locked in the Court cases from the inception of the Act upto 31.3.2007 are shown below:

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Statement showing the details of total extent of lands declared surplus, assigned and number of beneficiaries during the period 1961 to 31.3.2006

Statement showing the details of total extent of land declared surplus, assigned and number of beneficiaries.

| year | lands declared as surplus(in acres) | land assigned (in acres) | No. of beneficiaries |
|---|---|---|---|
| 1961-1970 | 19,028 | 14,074 | 7,978 |
| 1971-1980 | 1,08,132 | 70,730 | 51,244 |
| 1981-1990 | 50,834 | 59,647 | 53,494 |
| 1991-1996 | 15,093 | 34,953 | 21,297 |
| 1997-2000 | 6,552 | 8,824 | 7,098 |
| 2000-2001 | 604 | 1,635 | 1,236 |
| 2001-2002 | 677 | 1,612 | 1,336 |
| 2002-2003 | 1,432 | 1,887 | 1,548 |
| 2003-2004 | 2,144 | 1,768 | 1,442 |
| 2004-2005 | 861 | 1,524 | 1,047 |
| 2005 -2006 | 1,489 | 1,580 | 1,066 |
| Total | 2,06,846 | (*)1,98,234 | 1,48,786 |

(*) includes land allotted for public purposes (10,185 acres) under Rule 13 of the Tamil Nadu Land Reforms (Disposal of Surplus Land) Rules, 1965.

**Statement showing the details of number of beneficiaries (as on 31.3.2007)**

| *Categories of persons benefited* | *Number of persons* | *Extent assigned (In Acres)* |
|---|---|---|
| Scheduled Castes | 66,104 | 70,999 |
| Scheduled Tribes | 236 | 320 |
| Others | 83,219 | 1,17,741 |
| Total | 1,49,559 | 1,89,060 |

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**Statement showing the details of the balance extent to be assigned and also extent covered under court cases(As on 31.3.2007)**

| Sl.No | | | Extent (In Acres) |
|---|---|---|---|
| 1. | Extent notified as surplus | | 2,08,006 |
| 2. | Extent covered by stay granted by various courts (Supreme Court, High Court, Land Tribunal and Sub-Courts). | | 8,520 |
| 3. | Net area for distribution | | 1,99,486 |
| 4. | Area for which distribution is completed | | 1,99,245 |
| | a) Reserved for Public purpose | 10,185 | |
| | b) Distributed to eligible persons | 1,89,060 | |
| 5. | Balance | | 241 |

A target of 1000 acres of lands was fixed for the assignment of ceiling surplus lands to the eligible persons during the budget year 2006-2007. An extent of 1011 acres has been assigned to 773 persons upto 31.3.2007, which includes 301 Scheduled Caste beneficiaries covering an extent of 428 acres.

**Tenancy Laws:**

**i) The Tamil Nadu Cultivating Tenants Protection Act, 1955 (Tamil Nadu Act 25/55)**

This Act enacted to protect the interest of the cultivating tenants from eviction from the lands except for non-payment of lease rent or doing any act which is injurious to the land or crops thereon, failure to cultivate the land, using the land for any purpose other than agricultural or horticultural purpose or denial of the title of the land owner to the land. In the case of adverse seasonal conditions such as drought and natural calamity like floods, the cultivating tenants were given relief from time to time by postponing the collection of lease by Special enactments.

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**ii) The Tamil Nadu Cultivating Tenants (Payment of Fair Rent) Act, 1956 (Tamil Nadu Act 24/1956)**

This Act provides for the fixation of fair rent payable by the cultivating tenant to the landowners and Public trusts. At present, the fair rent is 25% of the normal gross produce. It may be either in cash or kind. The cultivating tenant bears the expenses of cultivation and the landowner pays the land revenue and other dues on lands.

**iii) The Tamil Nadu Public Trusts (Regulation and Administration of Agricultural Land) Act, 1961 (Tamil Nadu Act 57/61)**

Public Trusts are permitted under this Act to cultivate 20 standard acres under their personal cultivation and the remaining extent has to be let on lease.

**iv) The Tamil Nadu Agricultural Labourers Fair Wages Act, 1969 (Tamil Nadu Act 19 of 69)**

Payment of fair wages was ensured under this Act to agricultural labourers of Nagapattinam and Tiruvarur Districts for various types of work in the agricultural sector ranging from Rs. 54/- to 100/- per day for men labourers for 6 hours of work and Rs. 45/- per day for women labourers for five hours of work. The present rates of wages payable to the Agriculture labourers are as follows:-

| Classes of Agricultural Labourers | Fair Wages per day |
|---|---|
| 1. Labourers engaged in ploughing with bullocks and ploughs supplied by them. | Rs.100.00 |
| 2. Labourers engaged in Ploughing with bullocks and ploughs not supplied by them. | Rs.54.00 |
| 3. Labourers engaged in harvest of Paddy, reaping carrying to thrashing floor, thrashing, winnowing measuring and bagging. | Rs.54/- per day for men labourers who do the work for six hours and Rs.45/- per day for women labourers who do the work for five hours or in kind to the extent of 1/8th of the gross yield whichever is higher. |
| 4. Labourers engaged in harvest of crops other than paddy/other agricultural operations. | Rs.54/- per day for men labourers who do the work for six hours and Rs.45/- per day for women labourers who do the work for five hours. |

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**v) The Tamil Nadu Agricultural Lands (Record of Tenancy Rights) Act, 1969 (Tamil Nadu Act 10/1969)**

The rights of the cultivating tenants are protected under this Act by ensuring registration. The Taluk Tahsildar is the Record Officer for the purposes of this Act and he is assisted by Advisory Committee consisting of non-officials. 2,59,655 persons have been registered as tenants under this Act as on 31.3.2007.

**vi) The Tamilnadu Occupants of Kudiyiruppu (Conferment of Ownership) Act, 1971 (Tamilnadu Act 40/71) as amended**

This Act ensures the agricultural Labourers to get their homestead occupation assigned to them if they were occupying any Kudiyiruppu as on 19.6.1971. The Tamil Nadu Rural Artisans (Conferment of Ownership) Act, 1976 (Act 38/1976) extends such benefits to rural artisans also who were occupying the site as on 1.7.1975. The time limit was extended under both the Acts upto 1.4.1990 by Act 39/1990. The details of the total number of Kudiyiruppudars who were conferred ownership rights over Kudiyiruppu as on 31.03.2007 are given below:-

**Statement showing details of the total number of Kudiyiruppudar who were conferred ownership rights over Kudiyiruppu**

| Category | Act 40/71 | Act 38/76 | Act 39/90 | Total |
|---|---|---|---|---|
| Scheduled Castes | 1,00,127 | 62 | 1,038 | 1,01,227 |
| Scheduled Tribes | 2,317 | 17 | 412 | 2,746 |
| Others | 80,017 | 363 | 288 | 80,668 |
| **Total** | **1,82,461** | **442** | **1,738** | **1,84,641** |

**Land Tribunals**

To ensure quicker disposal of the Land Reforms cases pending with the Subordinate Courts, separate Land Tribunals presided over by District Revenue Officers were established in the year 1980 and at present only one Land Tribunal at Chennai for the entire State is functioning.

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**Revenue Courts**

Six Revenue Courts are now functioning in the State at Cuddalore, Mayiladuthurai, Tiruvarur, Thanjavur, Tiruchirapalli and Madurai under the control of Special Deputy Collectors. The Special Deputy Collectors (Revenue Courts) are appellate authorities who decide on appeals against the orders of the Tahsildars concerned in respect of the Tamil Nadu Agricultural Lands (Records on Tenancy Rights) Act, 1969. They administer various tenancy laws mentioned in the paras above.

**TAMIL NADU AGRICULTURAL LABOURERS WELFARE BOARD**

Following the announcements made in the Governor's address in the Legislative Assembly, Government in G.O.(Ms) No.509, Revenue (L.R. I(2)/Dept., dt.7.8.2006, ordered for the implementation of a new Scheme called "The Tamil Nadu Agricultural Labourers-Farmers (Social Security and Welfare) Scheme, 2006" in lieu of the "Tamil Nadu Chief Minister's Farmers Security Scheme".

The 'Act' i.e. Tamil Nadu Agricultural Labourers-Farmers (Social Security and Welfare) Act, 2006 has been published in the Tamil Nadu Government Gazette vide No.265, Extraordinary, dt.20.9.06. The 'Rules' for the above Act, the "Tamil Nadu Agricultural Labourers-Farmrs (Social Security and Welfare) Scheme" and formation of Tamil Nadu Agricultural Labourers Welfare Board were issued by the Government as per G.O.(Ms) No.852, Revenue (L.R I (2)] Department, dt.29.12.06, G.O (Ms.) No.853, Revenue (L.R.I (2) Dept., dt.29.12.2006 and G.O.(Ms).No. 42, Rev. L.R.I ) Dept., dt.18.1.07 respectively and published in the Tamil Nadu Government Gazette. The Scheme came into force with effect from 22.12.2006.

**i) Registration of Members of the Scheme:**

(1) All agricultural labourers and farmers enumerated and identified by the village level committees constituted by the Government, in this regard, shall be registered as

members of the Scheme on such persons making an application in Form No. I, to the Special Tahsildar (Social Security Scheme) of the respective taluks.

(2) Any agricultural labourer or farmer (including a cultivating tenant), who owns wet land not exceeding 2.50 acres or dry land not exceeding 5.00 acres and engaged in direct cultivation of that land and who has completed the age of 18 years but not completed 65 years, may register his/her name to become a member of the Scheme.

(3) There shall be no fee for registration as a member under the Scheme.

As on 23.3.2007, 57.30 lakhs Family Identity cards, as identified by Village Level Committee, have been distributed. Upto 31.3.2007, 63.73 lakhs families have been provided with Identity Cards.

The Special Tahsildars (Social Security Scheme) under the supervision of District Collector at the District level are the implementing authority. The Commissioner of Land Reforms as Member-Secretary, Tamil Nadu Agricultural Labourers Welfare Board is monitoring the implementation of the Scheme at state level. In respect of the assistance relating to Educational and Child Birth / miscarriage, the concerned Heads of Department are implementing the scheme. This scheme provides financial assistance to the members for marriage, maternity, miscarriage of pregnancy, medical termination of pregnancy, relief to the legal heirs in case of death or loss of limbs due to accident or natural death, funeral expenses and old age pension on attainment of 60 years of age. The dependants of the members are given financial assistance for marriage and education from 10th Standard to Post Graduation, technical education and for professional courses.

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The amount of financial assistance provided under this scheme is as follows :-

| ***Sl.No.*** | ***Relief or Assistance*** | ***Amount (in Rupees)*** | | | |
|---|---|---|---|---|---|
| 1. | **ACCIDENT RELIEF** | | | | |
| | a) Death due to accident | 1,00,000 (One lakh) | | | |
| | b) Loss of both hands | 1,00,000 (One lakh) | | | |
| | c) Loss of both legs | 1,00,000 (One lakh) | | | |
| | d) Loss of one hand and one leg | 1,00,000 (One lakh) | | | |
| | e) Total and irrecoverable loss of sight in both eyes | 1,00,000 (One lakh) | | | |
| | f) Loss of one hand or one leg | 50,000 (Fifty thousand) | | | |
| | g) Loss of limbs from grievous injuries other than those specified above | 20,000 (Twenty thousand) | | | |
| 2 | **NATURAL DEATH:** | 10,000 (Ten thousand) | | | |
| 3 | **FUNERAL EXPENSES:** | 2,500 | | | |
| 4 | **EDUCATIONAL ASSISTANCE TO SON AND DAUGHTER OF THE MEMBERS** | *Day Scholar* | | *Hosteller* | |
| | | *Boys* | *Girls* | *Boys* | *Girls* |
| | **a) 10th Std. pass** | 1250 | 1500 | .. | .. |
| | **b) 12th Std. pass** | 1750 | 2000 | .. | .. |
| | **c) I.T.I or Polytechnic (per year)** | 1250 | 1750 | 1450 | 1950 |
| | **d) Bachelor Degree (per year)** | 1750 | 2250 | 2000 | 2500 |
| | **e) Post Graduate (per year)** | 2250 | 2750 | 3250 | 3750 |
| | **f) Professional Courses (Law, Engineering etc) (per year)** | 2250 | 2750 | 4250 | 4750 |
| | **g) Post Graduate Professional Courses (Per year)** | 4250 | 4750 | 6250 | 6750 |
| 5 | **MARRIAGE ASSISTANCE:** | | | | |
| | **a) Marriage of Member** | 3000 | | | |
| | **(i) Male** | | | | |
| | **(ii) Female** | 5000 | | | |

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| | | |
|---|---|---|
| | **b) Marriage of son or daughter of the Member** | |
| | **(i) Male** | 3000 |
| | **(ii) Female** | 5000 |
| 6 | **DELIVERY OR MISCARRIAGE OF PREGNANCY OR TERMINATION OF PREGNANCY** | 6000 |
| | i) Delivery | (@ Rs.1000/- per month for six months) |
| | ii) Miscarriage | 3000 |
| | iii) Termination | 3000 |
| 7 | **OLD AGE PENSION** (per month) | 400 |

The Hon'ble Chief Minister has inaugurated this scheme on 22.2.2007 at Thanjavur and distributed the benefits to the members under the Scheme

**Details of Fund Allotment, Expenditure and No. of Beneficiaries as on 31.3.2007**

| *Sl.No.* | *Details* | *Allotment (Rs. in Crores)* | | |
|---|---|---|---|---|
| | | *Revenue* | *Education* | *Total* |
| 1. | Funds allotted for the financial year 2006-2007 as per Revised Estimate | 120.10 | 32.46 | 152.56 |
| 2. | Expenditure from 22.2.2007 to 31.3.2007 | 6.70 | 0.71 | 7.41 |
| 3. | Balance | 113.40 | 31.75 | 145.15 |
| 4. | No. of Beneficiaries | 21874 | 3313 | 25187 |

**ALIENATION OF LAND**

Government poramboke lands are alienated to the Government undertakings, local bodies, Universities, Information Technology parks, other Industrial Establishments etc., under the Revenue Standing Order 24 for public purposes with a view to promote the general welfare of the society subject to certain conditions.

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Such lands are alienated free of cost to the Tamil Nadu Slum Clearance Board for construction of slum tenements and on collection of a nominal value of Rs.5,000/- per ground for other purposes. Lands are alienated free of cost to The Tamil Nadu Water Supply and Drainage Board. In respect of other requisitioning bodies, lands are alienated on collection of single market value or more. Lands are alienated to the Transport Corporations for establishment of Bus Terminals and passenger Bus Stands on collection of 50% of market value. Alienated lands are liable to be resumed without compensation by the Government, if there is violation of conditions of alienation.

**TAMIL NADU URBAN LAND TAX ACT, 1966**

Tamil Nadu Urban Land Tax Act 1966 has been introduced in Chennai city with effect from 1.7.63 with a view to augment revenue to Government and to discourage accumulation of lands in the hands of few. Under this Act all urban lands were assessed to urban land tax at a flat rate of 0.4 percent of its market value. The Act was then extended to Towns of Madurai, Coimbatore, Tiruchirapalli and Salem with effect from 1.7.1971. The Act was amended in 1975 which came into force with effect from 1.7.75 extending the provisions of the Act to the area lying within 16 K.M. from the outer limits of Chennai City. The Act was further extended to Tirunelveli Corporation with effect from 1.7.1981 and 23 other Municipalities with effect from 1.7.1991.

In all these areas tax was levied based on the market value as on 1.7.81. The slab rate for levy of Urban Land Tax is as follows:-

| *S.No* | *All Urban lands in areas other than Chennai City Belt Area.* | | *All lands in Chennai City Belt Area* | |
|---|---|---|---|---|
| 1. | First 2 grounds | Nil | First three grounds | Nil |
| 2. | Where the aggregate extent does not exceed five grounds. | 0.7% of the market value | Where the aggregate extent does not exceed seven grounds | 0.7% of the market value |
| 3. | Where the aggregate extent exceeds five but does not exceed 10 grounds | 1% of the market value | Where the aggregate extent exceeds seven but does not exceed 10 grounds | 1% of the market value |

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| | | | | |
|---|---|---|---|---|
| 4. | Where the aggregate extent exceeds ten but does not exceed 20 grounds | 1.5% of the market value | Where the aggregate extent exceeds ten but does not exceed 20 grounds | 1.5% of the market value |
| 5. | Where the aggregate extent exceeds 20 grounds | 2% of the market value | Where the aggregate extent exceeds 20 grounds | 2% of the market value |

The Government may grant exemption from payment of Urban Land Tax under section 27(1) of the Tamil Nadu Urban Land Tax Act 1966 in respect of the lands owned by Charitable, Religious, Philanthropic and other institutions if the payment of Urban Land Tax causes undue hardship to the above institutions. Further,

i) 50% tax concession is granted for ownership occupation in the residential building and in respect of Sabhas, Clubs and Studios.
ii) 10% tax concession is granted to Cinema Theatres and major industries.
iii) 25% tax concession is granted for certified Small Scale Industries in respect of lands owned and used by the owner of the land.

Under the Amended Act 1991, a sum of Rs.39.46 crores was levied as Urban Land Tax in 1,83,386 cases all over the State as on 28.2.2007. After excluding the amount covered by exemption under various categories, the current annual demand is arrived at Rs.18.91 crores. A sum of Rs.13.59 crores has been collected from April 2006 to Feb.2007. As on 1.3.2007, the balance collectable demand is Rs.76.90 crores.

## TAMIL NADU URBAN LAND (CEILING AND REGULATION) ACT 1978.

The Tamil Nadu Urban Land (Ceiling and Regulation) Act, 1978 (Based on central Act 24 of 1976 ) was enacted with a view to impose ceiling on vacant land in Urban Agglomerations to prevent concentration of urban land in the hands of a few persons for speculation and profiteering therein and to bring about an equitable distribution of lands to subserve the common good. The Act was in force from 3.8.76.

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The Tamil Nadu Urban Land (Ceiling and Regulation) Act 1978 has been repealed with effect from 16.6.99 by Act 20/99.

An extent of 1168 Hects. of surplus lands are available for allotment.

## Short Note on the progress of schemes in Survey and Land Records Department

*I. SURVEY, LAND RECORDS & MAINTENANCE:*

Tamil Nadu is one of the States in the country, which has an excellent land survey system and mapping technology. Survey and land records department undertakes cadastral survey and prepares land records and maps.

**II. TOWN SURVEY SCHEME: -**

In Tamil Nadu, there are 6 Corporations and 152 Municipalities. Town survey work has been taken up in 85 Municipalities and 6 corporations. Total Area surveyed under Town Survey scheme: 1778 Sq.Km.

| Sl. No. | Details of town survey | Municipalities | Corporations |
|---|---|---|---|
| 1. | Total No. of Towns/Corporations | 152 | 6 |
| 2. | Taken up for survey | 85 | 6 |
| 3. | Completed | 82 | 5 |
| 4. | Progress | 3* | 1* |
| 5. | To be taken up | 67 | - |

* Survey work is in progress using modern survey equipments like Global Positioning System and Total Station.

**III. COMPUTERIZATION OF LAND RECORDS PROGRAMME:**

(Funded by Central Government)

***(i) Computerization of alphanumeric data*:**

The following permanent village records relating to rural areas in 201 taluks have been computerized:

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"A" Register and (ii) 10(1) Chitta

Data entry of Adangal has been completed and is to be integrated with the above permanent village records after which jamabandhi will be automated.

Consequent on the ban on issue of manual land records extracts, 82.13 lakhs computerized land records extracts have been issued to the public.

Land records data can be easily accessed through **Touch Screen Computer Kiosks** provided in 127 taluk offices.

The terminals, installed at taluk offices, are being used by the existing staff without creation of additional manpower. Training in computer operations and TAMIL NILAM software is being imparted to Tahsildars and Deputy Tahsildars through Anna Institute of Management, Chennai and for other Revenue and Survey staff through professional agencies at the district level.

**(ii) *Computerization of Spatial data:***

**DIGITIZATION OF FIELD MEASUREMENT SKETCHES:**

The computerization of spatial data is necessary in order to go for a Geographical information system (GIS). This will make land information system effective by linking the non-spatial data with spatial data.

Digitization of Field measurement sketches (FMS) using 'COLLAB LAND' software (developed by NIC ) has been completed in Perambalur and Pudukottai taluks on pilot basis. The Government has released Rs.866.86 lakhs for digitization of FMS and the work in the remaining taluks is to be taken up. Training programme has been organized for imparting training to the employees of survey department. Once FMSs are digitized, it can be integrated with the existing alphanumeric data, which have a common field in terms of survey numbers. After integration of both alpha numeric data with spatial data, Records of Right (RoR) documents, which at present provides only alpha numeric data, will also carry the spatial details.

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***(*iii) Digital signature based Public Key Infrastructure (PKI) and creation of Data warehouse:**

At present, accessing the land record information is restricted to a particular taluk concerned since land record data of a taluk reside only in the taluk server. It has been proposed to host a centralized Data warehouse (DWH) to facilitate seamless access of land record information. Then the people can access land record information pertaining to any village in any part of the state. Digital signature based PKI (Public Key Infrastructure) is most essential requirement in building up computerized data warehousing. This will take care of security of

on-line transactions and facilitate issue of RoR through the web. For this, proposals have been sent to Government of India seeking funds to the tune of Rs.10.25 cores and orders are awaited.

**(iv) P*erambalur Pilot Project*:**

Interconnectivity between taluk to village and district and sub-registers office is contemplated under this scheme. Interconnectivity between taluk office and sub-registrar office has been established in 2 taluks viz.Perambalur and Ariyalur. Village level connectivity from Elambalur village to Perambalur taluk has been established. Connectivity to few other villages is under consideration.

**(IV) Strengthening of Revenue Administration and updating of Land Records**:

( Funded by the central and state government at 50: 50 ratio)

**(i) Scanning of Village maps**:

Scanning of village maps of all the districts have been completed. Scanning of Survey and Settlement Records is to be taken up shortly by outsourcing through ELCOT.

**(ii) Survey Using Modern Equipments**

The Survey equipments and methods are more than a century old.

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The need for modernization of survey technology was keenly felt. Hence, survey using GPS and Total station was undertaken on a pilot basis in Konathi village in Chengalpattu taluk, Kancheepuram district.

In the light of the experience gained in pilot project, Chennai Metropolitan City is being surveyed using Global Positioning System and Total Station.

The Government of India has also emphasized the need for taking up re-survey throughout the state and approved the proposal for the resurvey work of the entire state. An amount of Rs.400.00 lakhs has been sanctioned as first installment at the ratio of 50:50 for executing the resurvey work.

The re-survey work will be commenced in a phased manner.

Centre for Survey Training and Research **(C-STAR)** has been established in collaboration with Anna University with the objective of imparting extensive training to survey staff on modern survey equipments. The will be very useful for resurvey work.

**(V) INTER-STATE BOUNDARY JOINT VERIFICATION**:

Consequent on formation of linguistics states, joint verification of the newly formed boundaries between Tamil Nadu and the adjoining States is being done. Joint verification Between Tamilnadu and the following States is in progress:

(1) Tamil Nadu – Kerala: (2) Tamil Nadu – Karnataka & (3) Tamil Nadu – Pondicherry:

Orders from the Government of Andhra Pradesh are awaited for taking up joint verification between Tamil Nadu and Andhra Pradesh State boundaries.

## DEPARTMENT OF REVENUE

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

This Department is headed by the Secretary to the Government of Tamil Nadu, who is a senior IAS Officer. The Secretary is the administrative head of the

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Department and principal adviser to the Minister(Revenue) on all matters of policy and administration relating to this Department. He is assisted by two Additional Secretaries, two Joint Secretaries and three Deputy Secretaries and 14 Under Secretaries. The Officers and Employees of this Department exercise the administrative and financial powers as laid down in the Secretariat Office Manual and Tamil Nadu Financial code. The powers and duties of the officers in the department of Secretariat are indicated below :-

**A. Secretary to Government**

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

**B. Additional Secretary / Joint Secretary / Deputy Secretary**

The Additional Secretary / Joint Secretary / Deputy Secretary will deal with cases relating to the subjects allotted and submit to Secretary such cases as may be specified. They can send cases for orders direct to the Minister with reference to the general directions of the Secretary. The Additional Secretary / Joint Secretary / Deputy Secretary also exercises control over the sections placed in her / his charge both in regard to dispatch of business and in regard to discipline.

**C. Under Secretary**

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

2. This Department consists of 43 sections and the functioning of these sections is tabulated below :-

***O.P. I***

**A.S.O. (1)**

1. All matters relating to Officers and Section Officers and Private Secretary of Revenue except pension and compulsory retirement under FR 56(2).
2. Maintenance of Periodical No.52

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**A.S.O. (2)**

1. All matters relating to Assistant Section Officers and Personal Assistants except pension and compulsory retirement under FR 56(2).

2. Continuance of temporary posts and consolidation of acting arrangement.

3. Miscellaneous papers relating to the Section.

***O.P - II***

**A.S.O. 1**

1. Sanction of HBA to staff member of Revenue Department.
2. Pay and Tour Advance.
3. Sanction of Festival advance, Khadi Advance, Co-optex Handloom Advance, Education Advance, Motor Conveyance Advance etc.
4. Sanction of salary loan, Bank loan etc.,
5. General Provident Fund.
6. Furnishing of Rent Recovery particulars.
7. Forwarding of application for allotment and renewal of apartments/flats.
8. GPF Final closures, furnishing of HBA/GPF Missing Credit particulars etc.
9. Tour T.A. Bills, LTC Bills, TTA Bills settlements.
10.

**A.S.O. 2**

1. Permanent Advance, Supply of Stationery, Forms, Service postage Stamps, Books, Periodicals to Officers and Section in Revenue Secretariat.
2. Motor Vehicle Fuel, Furniture, Uniforms, Telephones both Office and residential of all the Officers in Revenue Secretariat, Contingent expenditure, Maintenance of Typewriters, Copier, Roneo Machines, Xerox Machine, Fax Machine, Computers and Cycles, Indexing, Tappal distribution, Despatch, Circulation files.
3. Inspection of the Department and consolidation of rectification report.
4. Issues connected with Tamil Development in this Department..
5. Miscellaneous papers relating to the Section.

***O.P.III***

**A.S.O. I**

1. Property returns, Pension matters and Compulsory Retirement under FR 56(2) for all categories.

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2. Budget of the Revenue Secretariat.
3. Officers meeting.
4. M.R.B. of all the Officers and Staff of Revenue Department.
5. Half yearly Business Statement.
6. Holidy turn duty, Special Turn Duty etc.
7. Consolidation of Attendance Abstracts.
8. Monthly review of late attendance of all staff.
9. General Permission.
10. Maintenance of Periodical No.12
11. Miscellaneous papers relating to the section.

**A.S.O.II**

All matters relaitng to Assistants, Typists, Personal Clerks, Record Assistants, Record Clerks, Office Assistants and Sanitary Workers except Pension and Compulsory retirement under FR 56(2).

BILLS - I

**A.S.O.- I**

1. Preparation of all bills (except G.P.F. Advance / Part-Final, Festival Advance and Medical Reimbursement bill), issue of L.P.C., Non-Drawal Certificate, Pay Fixation, Income Tax Statement, Verification relating to Officers (Section Officers and above), Contingency bills, Telephone bills, Number Statement, Statement on scale of pay, Budget, Reconciliation of monthly expenditure.

**A.S.O.- II**

1. Preparation of all Bills (except G.P.F. Advance, Part-final, Festival Advance and M.R.B), issuance of L.P.C., Non Drawal Certificate, Pay Fixation, Income Tax Statement, Verification relating to all Officials upto the level of Assistant Section Officers.

**Assistant**

Drawal and disbursement of cash, maintenance of cash register and all other relevant registers.

***BILLS II***

**A.S.O.**

1. Verification of eligibility for G.P.F. Advance / Part-Final Withdrawals, HBA, Tour Advance, Pay Advance, Festival Advance and other loans and advances relating to all staff.
2. G.P.F. missing credits.
3. Miscellaneous files of 'Bills' Section.

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4. G.P.F. Bills preparation and presentation after making entries in the register through S.O.(Bills-I)
5. Maintenance of all loans and Advances Recovery Registers (G.P.F. Register/H.B.A. Register /Festival Advance, Motor Vehicle Advance Register / Marriage Advance, Handloom etc.).
6. Remittance of recovery made from the Pay Bills to LIC / Post Office / Co-operative Societies / Banks / Courts etc., ;
7. Preparation and presentation of MRB and Festival Advance Bills through Section Officer(Bills - I)/

**Assistant**

Making entries in the Service Books, Leave eligibility including surrender leave eligibility, maintenance and custody of Service Books.

***SERVICES -I***

**A.S.O.I**

1. Transfers and postings, deputation, compulsory wait in respect of the following Officers :
   Tamil Nadu Civil Service : Deputy Collectors

2. Training Programme of all Deputy Collectors.
3. Tamil Nadu Civil Service Associations representations.
4. Other issues connected with the above subject.

**A.S.O.II**

1. Preparation of panels, appeal and review petitions in respect of the following categories :-

   Tamil Nadu Civil Service .. Deputy Collectors

2. Amendments to Special Rules for the above service.
3. Any other issues connected with above subjects.
4. Miscellaneous papers relating to the Section.
5. Maintenance of Periodical Nos. 1,7,13,19,56.

***SERVICES - II***

**A.S.O.I**

1. Disciplinary cases arising out of Vigilance enquiry, Confirmation, Pension, D.C.R.G., and Family Pension, Review of Confidential Reports, Appeals relating to expunction of adverse remarks, voluntary retirement, No Objection

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Certificate for Passport and Review of Compulsory retirement under FR.56 (2) in respect of the following Officers: -

| | | |
|---|---|---|
| Tamil Nadu Civil Services | .. | Deputy Collectors |

2. Any other issues connected with the above subject.
3. Maintenance of Periodical No.11
4. Miscellaneous papers relating to the Section.

**A.S.O. II**

1. Disciplinary cases other than Vigilance Enquiry, Allegation petitions and appeals against punishment in respect of the following categories:-

| | | |
|---|---|---|
| Tamil Nadu Civil Services | .. | Deputy Collectors |

***SERVICES - III***

**A.S.O-1**

1. Establishment matters of Tahsildars of all Districts.
2. Tamil Nadu Revenue Subordinate Service Rules and amendments thereon.

**A.S.O.-2**

1. Establishment matters of Deputy Tahsildars of all Districts.
2. Miscellaneous papers relating to the Section.

***SERVICES - IV***

**A.S.O.-1**

1. All disciplinary cases other than Vigilance cases relating to Tahsildars of all districts.

**A.S.O.-2**

1. All disciplinary cases other than Vigilance Cases relating to Deputy Tahsildars of all districts.
2. Miscellaneous papers to the Section.

***SERVICES - V***

**A.S.O.**

1. All matters including creation of posts / further continuance relating to Heads of Departments under control of Revenue Department (i.e., C.R.A, C.L.A., C.L.R, U.L.C. and U.L.T)
2. Maintenance of Periodical No.5,51,61,62 & 63

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***SERVICES - VI***

**A.S.O-I**

1. All matters relating to Assistants and Revenue Inspectors in the Ministerial Service, except Vigilance Cases.

**A.S.O-2**

1. All matters relating to the Junior Assistants in Ministerial Service, except Vigilance cases.
2. Miscellaneous papers relating to the Section.

***SERVICE - VII***

**A.S.O-I**

1. Establishment matters including disciplinary cases of V.A.Os and Village Assistants of all districts.

**A.S.O-2**

1. Vigilance cases of V.A.Os and Village Assistants of all districts.
2. Miscellaneous papers relating to the Section.

***SERVICES - VIII***

**A.S.O-1**

1. All matters relating to Office Assistants in the basic service of all districts except Vigilance cases.

**A.S.O-2**

1. All matters relating to Drivers, Record clerks, Masalchies, Night Watchman, Sweeper, Gardener of all districts except Vigilance Cases.
2. Miscellaneous papers relating to the Section.

***SERVICES - IX***

**A.S.O-1**

1. Compassionate appointments in the entire Revenue Department.

**A.S.O-II**

1. All matters relating to Steno-Typists, Typists, Telex Operators, Lift operators of all districts.
2. Creation and continuance of Staff in respect of Revenue Department of all districts.
3. Miscellaneous papers relating to the Section.

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***SERVICES - X***

**A.S.O-1**

1. Vigilance Cases relating to all categories except Deputy Collectors, V.A.Os and Village Assistants of the following Districts :

| | |
|---|---|
| 1. Chennai | 2. Thiruvallur |
| 3. Kancheepuram | 4. Vellore |
| 5. Salem | 6. Erode |
| 7. Namakkal | 8. Coimbatore |
| 9. Dharmapuri | 10. Krishnagiri |
| 11. The Nilgiris | 12. Villupuram |
| 13. Perambalur | 14. Thiruvannamalai |
| 15. Cuddalore | |

2. Maintenance of Periodical No.20

**A.S.O-2**

1. Vigilance cases relating to all categories except Deputy Collectors, V.A.Os and Village Assistants of the following districts :

| | |
|---|---|
| 1. Karur | 2. Nagapattinam |
| 3. Thiruchirappalli | 4. Thanjavur |
| 5. Pudukkottai | 6. Madurai |
| 7. Theni | 8. Dindigul |
| 9. Virudhunagar | 10. Ramanathapuram |
| 11. Sivagangai | 12. Thirunelveli |
| 13. Thiruvarur | 14. Thoothukudi |
| 15. Kanniyakumari | |

2. Miscellaneous papers relating to the Section.

***U.L.C. I***

**A.S.O. I**

1. Tamil Nadu Urban Land(C&R)Act, 1978, Rules and Amendments thereon.

2. Exemption under the Tamil Nadu Urban Land (Ceiling and Regulation) Act,1978 in respect of all the industries(including Brick Industry) and also Industries including Ambattur Industrial Estate), Guindy Industries Estate, Electronic Estate, Co-operative Industrial Estate and Private Industrial Estate in Chennai U
3. Urban Agglomerations.
4. City Tenancy Protection Act.
5. General issues / Issue of clarifications in respect of the above subject.

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6. Monitoring Progress reports.
7. Court cases under Tamil Nadu Urban Land (C&R) Act, 1978, relating to all urban agglomeration.
8. Maintenance of Periodical No.67

**A.S.O. II**

1. Allotment of excess vacant lands.

2. Custody and Protection of Land Acquired under Tamil Nadu Urban Land(C&R)Act, 1978 relating to all Urban Agglomeration.

3. Miscellaneous papers relating to the Section.

## *U.L.C. II*

**A.S.O.I**

1. Exemption under Tamil Nadu Urban Land(C&R)Act, 1978 in respect of all the industries (including Brick Industry) in Madurai, Salem, Coimbatore, Trichy and Tirunelveli Urban Agglomerations.

**A.S.O.II**

1. Exemption under Tamil Nadu Urban Land(C&r) Act, 1978 in respect of individuals and non Industrial bodies in all Urban agglomerations.

2. Miscellaneous papers relating to the Section.

## *U.L.C. III*

**A.S.O. I**

1. Tamil Nadu Urban Land Tax Act, 1966, Rules and Amendments to the Act and Rules, consolidation of reports, Issue of clarifications.
2. General Issues and issue of clarifications on the above subject.
3. Exemption under Tamil Nadu Urban Land Taxes 1966, relating to Chennai, Salem, Tirunelveli Urban Agglomeration.
4. Court cases covered by the above subjects.
5. Maintenance of Periodical No.49

**A.S.O. II**

1. Exemption under Tamil Nadu Urban Land Taxes 1966, relating to Coimbatore, Madurai and Tiruchy Urban Agglomerations.
2. Public Accounts Committee / Legislative Assembly Question.
3. Miscellaneous papers relating to the Sections.

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## *NATURAL CALAMITIES -I*

**A.S.O. I**

1. Fire Accidents including sanction of relief for victims under :-
   i) Fire Accident Scheme; and
   ii) Chief Minister's Public Relief Fund.
2. Lightning and Thunder
3. Accident Relief Schemes.
4. Tamil Nadu Family Distress Relief Scheme.

**A.S.O - II**

1. Disaster Management and all matters relating thereto.
2. Crisis Management.
3. Miscellaneous papers relating to the Section.

## *NATURAL CALAMITIES - II*

**A.S.O.**

1. Natural Calamities :
   1. Rain ;
   2. Flood ;
   3. Cyclone;
   4. Hailstorm; and
   5. Gale wind;

   all matters including sanction of relief assistance under Calamity Relief Fund and Prime Minister's National Relief Fund.
2. Cyclone Shelters - Construction and maintenance.
3. Weather reports including rainfall reports for the monsoon period.
4. Miscellaneous papers relating to the Section.

## *NATURAL CALAMITIES - III*

**A.S.O.-I**

1. Drought Relief - Conduct Meetings of S.L.C on C.R.F./N.C.C.F - Sanction of funds from the C.R.F / N.C.C.F based on the decisions of the S.L.C.
2. All Court cases relating to drought.
3. All matters including A.G.'s Audit Report, Public Accounts Committee, L.A.Q., Assurance etc.
4. Miscellaneous papers relating to the Section.

**A.S.O-2**

1. C.R.F/N.C.C.F - Norms, Sending of periodical reports to the Government of India / Finance Department relating to C.R.F./N.C.C.F.
2. Special Noon Meal Programme and Supply of free rice to drought affected farmers.
3. Drought Relief - Food for work Programme - Conducting meetings of the Committee constituted.

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4. Drought Relief - Follow up action on the minutes of the Committee Meeting - Sending of drought memo to Government of India, Watching the receipt of cash assistance and food grains from the Government of India - Sending of report to Government of India and other miscellaneous matters relating to Food for Work Programme -
5. Earthquake and its allied matters.
6. Weather reports, other than monsoon period.

## *NATURAL CALAMITIES - IV*

**A.S.O.-I**

1. Earthquake and its allied matters.
2. Tsunami issues relating to the following districts:-

   i) Cuddalore, ii) Villupuram , iii) Tiruvarur
   iv) Thanjavur and v) Nagapattinam

3. General Issues relating to Tsunami.

**A.S.O-2**

1. Tsunami issues relating to the following districts:-

   i) Chennai, ii) Kancheepuram, iii)Tiruvallur
   iv) Kanniyakumari, v) Thoothukudi, vi) Tirunelveli,
   vii) Ramanathapuram and viii) Pudukkottai

2. Arrangements of meetings in connection with Tsunami issues.
3. LAQ, Assurance etc. in respect of Tsunami issues.
4. Misc. papers relating to section.

## *LAND ADMINISTRATION - I*

**A.S.O- I**

i) All Supreme Court cases relating to Land Acquisition matters.
ii) Land Acquisition Act, 1894, Rules and Amendments and general issues.
iii) Acquisition of land for Industrial purposes Act, Rules and amendments thereto.
iv) General questions relating to Land Acquisition Act/Rules, Land Acquisition for Industrial purposes Act/Rules.
v) The Requisitioning and Acquisition of Immovable Property Act, 1955.
vi) Tamil Nadu Requisitioning and Acquisition of immovable Property Act,1956.
vii) Miscellaneous papers relating to the Section
viii) Public Accounts Committee
ix) Miscellaneous papers relating to the Section.

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***A.S.O- II***

i) All matters relating to Tamil Nadu Agricultural Income Tax Act, 1955 and Rules thereunder.
ii) Maintenance of Periodical No.2
iii) Irrigation.
iv) All matters relating to levy of water cess and Water Charges, Betterment Levy and Water rates.
v) Clearance of Irrigation projects.
vi) Track Rent.
vii) Change of classification of lands for the purpose of drawal of water for irrigation purpose.
viii) Maintenance of Periodical No.66

## *LAND ADMINISTRATION - II*

**A.S.O - I**

i) Scrutiny of Land Acquisition proposals relating to all departments of Government of Tamil Nadu, other State Government and Government of India including Railways etc.

## *LAND DISPOSAL - I*

**A.S.O. I**

1. Assignment of land for non-agricultural purposes in respect of Chennai, Kancheepuram, Tiruvallur, Vellore, Tiruvannamalai, Cuddalore and Villupuram, Dharmapuri, Krishnagiri, Salem, Namakkal and Erode districts.
2. Miscellaneous papers relating to the Section.

**A.S.O. II**

Assignment of land for non agricultural purposes in all other districts not allotted to A.S.O.(1).

## *LAND DISPOSAL - II*

**A.S.O. I**

1. Lease of Government lands in respect of Chennai, Kancheepuram, Tiruvallur, Vellore, Tiruvannamalai, Cudallore and Villupuram Districts.
2. General matters relating to lease.

**A.S.O. II**

Lease of Government lands in respect of Dharmapuri, Krishnagiri, Salem, Namakkal, Nilgiris, Perambalur, Tiruchirapalli, Karur, Pudukkottai, Madurai, Dindigul, Theni, Coimbatore and Erode Districts.

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## *LAND DISPOSAL - III*

**A.S.O. I**

1. Assignment of lands for agricultural purposes in respect of Chennai, Kancheepuram, Tiruvallur, Vellore, Tiruvannamalai, Cuddalore and Villupuram districts.
2. Land Policy, Panchamer lands and General issues relating to Poramboke lands.
3. Amendment to R.S.O - General clarification - Issue of Correction slips to R.S.O.
4. Maintenance of Periodical No.4, 44

**A.S.O. - II**

1. Assignment of lands for agricultural purposes in all other districts not allotted to A.S.O(1).
2. Miscellaneous papers relating to the Section.

## *LAND DISPOSAL - IV*

**A.S.O. I**

Transfer of Government lands from one head to another head and from one Department to another of the State Government.

**A.S.O.II**

1. Transfer of Government lands to Central Government departments and vice versa.
2. Alienation of Government lands to Central Government undertakings.
3. Evacuee property Act.
4. Maintenance of Periodical No.65
5. Miscellaneous papers relating to Section.

## *LAND DISPOSAL - V*

**A.S.O. - I**

i) Alienation of Lands to Local Bodies, Private, Individuals, Society, All State Government Undertakings and Corporation in respect of Kancheepuram, Coimbatore, Erode, Nilgiris, Cuddalore, Vellore, Nagapttinam, Namakkal, Dharmapuri, Thiruvannamalai, Virudhunagar

ii) Land Cost Policy

iii) All Court Cases, Audit Paras, L.A.Q relating to respective districts

iv) Miscellaneous papers relating to Section.

**A.S.O.- II**

i. Alienation to Lands to Local Bodies, Private, Individuals, Society, All State Government Undertakings and Corporation in respect of Chennai, Trichy, Tirunelveli, Thanjavur, Sivagangai, Thiruvarur, Karur, Theni.

ii. All court cases, Audit paras, LAQ, relating to respective districts.

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## *LAND DISPOSAL - VI*

**A.S.O. I**

1. Lease on Government lands in respect of Thanjavur, Nagapattinam, Tiruvarur, Ramanathapuram, Virudhunagar, Sivagangai, Thoothukudi, Tirunelveli and Kanniyakumari Districts.
2. Miscellaneous papers relating to the Section.

**A.S.O. II**

1. Tamil Nadu Land Encroachment Act, 1905 and other Encroachment cases throughout the State of Tamil Nadu and Appeals under the Act.
2. Tamil Nadu Public Premises (Eviction of unauthorised occupation) Act 1976 and amendments thereon.
3. Government Trees (Revenue and Forest) - Issuance of 2C Patta Offences relating to Government Trees.

## *LAND DISPOSAL - VII*

**A.S.O - I**

i) Alienation of Lands to Local Bodies, Private, Individuals, Society, All State Government Undertakings and Corporation in respect of Tiruvallur, Madurai, Dindigul, Ramanathapuram, Thoothukudi, Villupuram, Pudukottai, Perambalur, Kanniyakumari, Salem, Krishnagiri.

ii) All Court cases, Audit Paras, L.A.Q. relating to respective districts.

iii) Miscellaneous papers relating to Section.

## *SURVEY AND SETTLEMENT - I*

**A.S.O. I**

1. Gudalur Janmam Estates (Abolition and Conversion into Ryotwari) Act, 1969 and various rules and suits.
2. Transfer of Registry - Patta transfer throughout the State other than Poramboke Land.
3. Tamil Nadu Patta Pass Book Act,1983.

**A.S.O. II**

All matters relating to

i) Estate Land Act, 1908
ii) Tamil Nadu Inam Estates (Abolition & Conversion into Ryotwari) Act. 1963
iii) Tamil Nadu Minor inams (Abolition & Conversion into Ryotwari) Act. 1963
iv) Tamil Nadu Lease Holds (Abolition & Conversion into Ryotwari) Act, 1963.
v) Tamil Nadu Inams (Supplementary) Act, 1963. \
vi) Tamil Nadu (Transferred Territory) Ryotwari Settlement Act, 1964.
vii) Tamil Nadu Estates Land(Reduction of Rent) Act, 1947.
viii) Kanniyakumari Sreepandaravaka Lands (Abolition and Conversion into Ryotwari) Act, 1964.

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ix) Tamil Nadu Transferred Territory Thiruppuvaram payment abolition Act, 1964.
x) Kanniyakumari Sri Padem Lands (Abolition and Conversion into Ryotwari) Act, 1964.
xi) Tamil Nadu (Transferred Territory) Jernmikaram payment Abolition Act, 1964.

2. Suits, Writ Petitions, Supreme Court Petitions, relating to the above acts.
3. Claims for pattas under various Survey and Settlement Act.
4. Miscellaneous papers relating to the Section.

## *SURVEY AND SETTLEMENT - II*

**A.S.O. I**

1. Central Survey Office modernisation.
2. Furniture Jeeps, etc. for Survey and Settlement Offices.
3. Issue of various forms and settlement notifications.
4. Budget, Public Accounts Committee.
5. Review of targets and matters relating to Twenty point Programme.
6. Inter State Boundaries between Tamil Nadu, Kerala, Andhra Pradesh, Karnataka and Pondicherry.
7. Natham Survey and disputes arising thereon.
8. Maintenance of Periodeical No.64

**A.S.O. II**

1. Centrally Sponsored Scheme relating to Survey and Settlement.
2. Computerisation of Land Records.
3. Computerisation of Revenue Records.
4. Restoration of maintenance scheme and other schemes of Survey and Land Records Wing.
5. All matters relating to updating Registry Scheme.
6. Tamil Nadu Survey and Boundaries Act and Rules - Amendments to Act and Rules.
7. Amendments to Tamil Nadu Survey Manual Volumes, I, II, III.
8. Amendments to Chain Survey Manual Parts I & II.
9. Survey and Resurvey of Panchayat, Municipalities and Corporations(All problems).
10. Petitions / allegations connected with Survey and Resurvey of the Land.
11. Maps - District and Taluk Maps - Photo Zinco Press purchase of machinery.
12. Miscellaneous papers relating to the Section.

## *SURVEY AND SETTLEMENT - III*

**A.S.O. - I**

1. Establishment and Disciplinary matters relating to Tamil Nadu Survey and Land Records Service (Gazzetted Officers) and Inspector of Survey and Deputy Inspector of Survey and their allied issues such as Court / Tamil Nadu Administrative Tribunal cases, Pay fixation etc.

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**A.S.O - II**

1. Survey and Land records Subordinate Service, Establishment and Disciplinary cases relating to Surveyor Wing ( other than Inspector of Survey and Deputy Inspector of Survey) and their allied matters.
2. Court Cases on the above subjects.
3. Consolidated pay staff, and their allied matters / Court cases, etc.
4. Miscellaneous papers relating to the section.

## *SURVEY AND SETTLEMENT - IV*

**A.S.O - I**

1. Service matters relating to Tamil Nadu Survey and Land Records Service of Gazetted Officers and Non-Gazetted Officers and its allied matters, etc.
2. Service matters relating to Technical staff of photo Zinco Press etc. Non Gazetted Officers and Regular Field Assistants, Record Clerks, Office Assistants, Drivers and Night Watchman and Draughtsman.
3. Representations from Service Associations.
4. Service matters relating to Ministerial staff in Survey and Settlement Wing.
5. Court cases on the above subjects.

**A.S.O. - II**

1. Review under FR-56(2) for all categories of staff in Survey and Settlement.
2. Sanction and continuation of temporary posts of Survey and Settlement and Permanent Establishment.
3. All amendments to rules relating to Survey and Settlement now in existence.
4. All matters relating to Firka Surveyor and Sub-Inspector of Survey and allied matters.
5. Miscellaneous papers relating to Section.

## *LAND REFORMS - I*

**A.S.O. I**

1. Act, Amendments, framing of rules, issue of clarifications, writs on validity of the following Acts :-
   (i) Tamil Nadu Land Reforms (FCL) Act, 1961.
   (ii) Tamil Nadu Cultivating Tenants Protection Act, 1955.
   (iii) Tamil Nadu Public Trusts(Regulating of Agricultural Lands) Act, 1961.
   (iv) Tamil Nadu Cultivating Tenants (Payment of Fair Rent) Act, 1956.
   (v) Tamil Nadu Cultivating Tenants(Protection from Eviction)Act,1983.
   (vi) Tamil Nadu Cultivating Tenants Arrears of Rent (Relief) Act, 1990.
2. Matters relating to Revenue Courts, Tribunal and Tamil Nadu Land Reforms Special Appellate Tribunal.
3. Maintenance of Periodical No.62

**A.S.O. II**

1. Act, amendments, framing of rules, issue of clarifications, Writs on validity, relating to the following Acts, including appeal, revisions, etc.:-

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(i) Conferment of ownership to the Tiller of the Soil. Tamil Nadu occupants of Kudiyiruppu (Conferment of Ownership) Act, 1971.
(ii) Tamil Nadu Rural Artisans (Conferment of Kudiyiruppu_ Act, 1976.
(iii) Tamil Nadu Agricultural Land Records of Tenancy Rights Act, 1969.
(iv) Tamil Nadu Agricultural Labourer Fais Wages Act, 1969.
(v) Tamil Nadu Treasure Trove Act.

2. Scrutiny of 18(1), 18(1-C), 18(B) Notifications under Tamil Nadu Land Reforms (FCL) Act, 1961 and amendments thereon.
3. Miscellaneous papers relating to the Section.

## *LAND REFORMS - II*

**A.S.O. I**

1. All cases relating to grant of permission under Section 37A of Tamil Nadu Land Reforms (FCL) Act, except the districts allotted to A.S.O II.
2. All cases relating to exemption under Section 94(C) of Tamil Nadu Land Reforms (FCL) Act, 1961.
3. Suits relating to Tamil Nadu Land Reforms (Payment of surplus land) Rules 1966, Public Accounts Committee, Assurance / Legislative Assembly Question relating to Land Reforms Sections.
4. Government of India references relating to the Land Reforms, Monthly and Quarterly Progress report relating to Distribution of Surplus Lands, fixation of annual Target Policy Note relating to Land Reforms.

**A.S.O. II**

1. All cases relating to grant of permission under Section of 37A of Tamil Nadu Land Reforms(FCL), Act, 1961, in respect of Kanniyakumari, Tirunelveli, Thoothukudi, Tiruchirapalli, Madurai, Ramanathapuram, Dindigal, Sivagangai, Virudhunagar, Puduottai, Karur, Theni and Perambalur Districts.
2. Assignment of surplus lands, Review petitions under Rule 11(4) of the Tamil Nadu Land Reforms (DSL) Rules, 1965.
3. Maintenance of Periodical No.60
4. Miscellaneous papers relating to the Section.

## *LAND REFORMS - III*

**A.S.O. I**

1. All cases relating to grant of permission under Section 37B of Tamil Nadu Land Reforms (FCL) Act, 1961 which fall under the jurisdiction of Assistant Commissioners of Land Reforms, Villupuram, Tiruchirapalli and Madurai.
2. Miscellaneous papers relating to the Section.

**A.S.O. II**

1. All cases relating to grant of permission under Section 37B of Tamil Nadu Land Reforms (FCL) Act, 1961 which fall under the jurisdiction of Assistant Commissioners of Land Reforms, Erode, Myladuthurai and Tirunelveli.

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## *REVENUE ADMINISTRATION - I*

### A.S.O. I

1. Delimitation of Districts / Divisions / Taluks / Firkas, Villages including issuance of notifications.
2. Legislative Assembly Questions.
3. Notification and Staff sanction.
4. Jurisdiction, and Change of names of Districts, Divisions, Taluks, Sub-Taluks and Villages.
5. Land Revenue - Collection - Consolidation of figures - Remission.

### A.S.O. II

1. Master Plan Complex for construction of Office-cum-residential buildings, for Collectorates etc., in the newly formed districts.
2. Part-II Scheme on account of delimitations.
3. Tamil Nadu (Land Revenue) Surcharge Act, 1954.
4. Tamil Nadu (Land Revenue) Additional Surcharge Act, 1955.
5. Miscellaneous papers relating to the Section.

## *REVENUE ADMINISTRATION - II*

### A.S.O. I

1. All Revenue Buildings including Village Chavadies, Cattle Sheds.
2. Acquisition of Land for construction of Revenue Buildings.
3. Chief Minister's visit to districts.

### A.S.O. II

1. Motor Vehicles, fuel allotment, telephones, supply of furniture to all Revenue Offices (except Survey and Settlement)
2. Miscellaneous papers relating to the Section.

## *REVENUE ADMINISTRATION - III*

### A.S.O. I

1. Governor's Address, Budget, Annual Plan and Part-II Schemes and consolidation of Cut motions.
2. Revenue Recovery Act and Revenue Malversation Regulation Act.
3. Tamil Nadu Debt Relief Act 1978 and Tamil Nadu Pawn Brokers Act, 1943.

### A.S.O. II

1. Issue of community Certificates, Legal Heirship Certificate, Solvency Certificate, Yeomish allowance, complaints relating to issuance of Certificates.
2. Mass Contact Programme, Tourist Trade Fair, Group Insurance Scheme for Landless agricultural labourers, tour of Commissioners, Distribution of subjects among Commissioners.
3. Jamabandhi, Ground Rent, Village and Taluk Accounts, Azmoish, Inspection and Audit objections relating to Commissioner of Revenue Administration and District Revenue Offices.

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4. Special Fund Code, other issues relating to Village Administration.
5. Complaints regarding issue of patta to individuals other than (i) Government Poramboke lands and (ii) under Ryotwari Settlement Act.
6. Miscellaneous papers relating to the Section.

## *GENERAL - I*

**A.S.O.**

Consolidation of Audit Reports, Public Accounts Committee and Legislative Assembly Questions.

## *GENERAL - II*

**A.S.O. I**

1. Secretaries Meeting, Ministers Conference, Governors Conference, Chief Ministers Converence, Collectors Conference, Revenue Ministers Conference and other similar conferences relating to Revenue Department, monthly meeting of Heads of Department under the control of Revenue Department, Cabinet Meetings, convening of periodical meeting with Service Associations.
2. Circulation of weekly Gazettes to the Officers in Revenue Department.
3. Annual Reports to be sent to Tamil Nadu Public Services Commission.

**A.S.O. II**

1. Petitions received from Chief Minister's Office / Cell.
2. Consolidation of micellaneous reports and suits.
3. Consolidation of Assurances and Estimates Committee.
4. Anna Award.
5. Subjects not allotted to any other sections in which action has to be taken in Revenue Department.
6. Missent files / tappals related to other departments.
7. Miscellaneous papers relating to the Section.

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## Department of Revenue
## Procedure followed in decision making process under Section 4(1)(b)(iii) of Right to Information Act, 2005

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

2. The decisions are taken based on the merits of the issues, relative priorities and availability of funds etc. in accordance with the documented procedures / laid down procedures / defined criteria / rules detailed above. The process of examination is initiated by the Assistant Section Officers and passes through the Section Officer, Under Secretaries and Deputy Secretary / Joint Secretary / Additional Secretary to the Secretary. If need be, other departments are consulted. In case of matters involving funds, Finance Department is invariably consulted. Wherever the Business rules require circulation of files to the Minister or Chief Minister or Governor, orders are obtained in circulation.

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

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

For the discharge of functions allocated to the Revenue Department , the provisions contained in the "Secretariat Office Manual" are follows. The day-to-day administrative functioning is governed, by various set of Acts and Rules and instructions issued by the Government from time to time. Some of the commonly used Acts/Rules/Manuals are as follows :-

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

**Department of Revenue**

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

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

i) Tamil Nadu Government Business Rules and Secretariat Instructions
ii) The Tamil Nadu Secretariat Office Manual
iii) Tamil Nadu Budget Manual
iv) Tamil Nadu State and Subordinate Service Rules
v) Tamil Nadu Civil Services(Discipline and Appeal ) Rules
vi) Tamil Nadu Government Servants Conduct Rules, 1973.
vii) Tamil Nadu Pension Rules
viii) Fundamental Rules
ix) Tamil Nadu Financial Code
x) Tamil Nadu Account Code
xi) Tamil Nadu Treasury Code
xii) The Tamil Nadu Land Acquisition Act, 1978
xiii) Guidelines issued by the Government of India.

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

| | | |
|---|---|---|
| 1. | Name of the Rules | Tamil Nadu Government Business Rules and Secretariat Instructions |
| | Type of the document | The rules describe the manner and procedures in conducting the Business of the Government complying with the provisions of the Constitution of India. |
| 2. | Name of the Manual | The Tamil Nadu Secretariat Office Manual |
| | Type of the document | The manual describes the system and procedures to be followed in conducting the office work in the departments of Secretariat. |
| 3. | Name of the Manual | The Tamil Nadu Budget Manual |
| | Type of the document | This manual contains the rules framed by the Finance Department for the guidance of estimating officers and departments of Secretariat in regard to the budget procedure in general and to the preparation and examination of the annual budget estimates and the subsequent control over expenditure in particular to ensure that it is kept within the authorised grants or appropriation. |

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| | | |
|---|---|---|
| 4. | Name of the Manual | Tamil Nadu State and Subordinate Service Rules |
| | Type of the Rules | The rules are made under the proviso to article 309 of the Constitution of India governing the service conditions of members of State and Subordinate Services. |
| 5 | Name of the document | Tamil Nadu Civil Services(Discipline and Appeal) Rules |
| | Type of the Rules | The rules are made under the proviso to article 309 of the Constitution of India in relation to the discipline, penalty and appeal against penalty imposed on the members of Civil service of the State |
| 6 | Name of the document | Tamil Nadu Government Servants Conduct Rules |
| | Type of the Rules | The rules are made under the proviso to article 309 of Constitution of India in relation to the conduct of the members of civil service of the State in the performance of the duty with integrity and devotion to duty. |
| 7 | Name of the document | Tamil Nadu Pension Rules |
| | Type of the Rules | The rules are made in relation to the pensionary benefits to the members of civil service of the State |
| 8 | Name of the document | Fundamental Rules |
| | Type of the Rules | The rules are made under the proviso to article 309 of Constitution of India in relation to the pay, allowances, leave joining time, foreign service etc. of the members of civil service of the State. |
| 9. | Name of the document | Tamil Nadu Financial Code |
| | Type of the Code | The code is published by the Finance Department outlining discipline to be followed in incurring expenditure and procedures to be followed and delegation of powers. |
| 10. | Name of the document | Tamil Nadu Account Code. |
| | Type of the Code | The code published by the Finance Department outlines the accounting procedures to be followed by various departments while regulating expenditures. |

| | | |
|---|---|---|
| 11. | Name of the document | Tamil Nadu Treasury Code |
| | Type of the Code | The code published by Finance department outlines the procedures to be followed in regard to preparation of bills and presentation to treasury for payment and accounting procedures incidental thereto. |
| 12. | Name of the document | Tamil Nadu Land Acquisition Act, 1978 |
| | Type of the Act | The Act contains the procedure for acquisition of lands for construction of houses, schools, etc. for the welfare of SC/STs of this State. |
| 13. | Name of the document | Guidelines issued by the Government of India. |
| | Type of the Guidelines. | |

The documents mentioned in items 1 to 12 are available with the Director of Stationery and Printing for sale to the public on payment of cost.

## Department of Revenue

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

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

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## DEPARTMENT OF REVENUE

### Directory of Officers and Employees

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

| Sl.No. | Name and Designation of the Officer | Telephone (STD) Code No.044 | | E-Mail |
|---|---|---|---|---|
| | | Office | Residence | |
| 1. | **Thiru Gagandeep Singh Bedi, I.A.S.,** Secretary to Government. | 2567 1556 | 2479 6855 | |
| 2. | Thiru A.Syed Sadakathulla, Additional Secretary to Government. | 2567 0417 | 2374 2039 | |
| 3. | Thiru T.Jayakumaran, Joint Secretary to Government | 2567 1601 | 2228 1976 | |
| 4. | Thiru M.Boopathy, Joint Secretary to Government | 2567 1452 | 2229 4925 | |
| 3. | Thiru P.Kanagaraj, Deputy Secretary to Government | 2567 1821 | 2228 1411 | |
| 4. | Thiru T.Sethu, Deputy Secretary to Government | 2567 4906 | 2226 7452 | |
| 5. | Thiru K.Ezhilarasu, Deputy Secretary to Government | 2567 6109 | 24580537 | |
| 6. | Thiru A.Thiruvenkatam, Deputy Secretary to Government | 2567 0417 | 2253 3504 | |
| | | Intercom | Residence | |
| 7. | Thiru K.Ganesan, Under Secretary to Government. | 5894 | | |
| 8 | Thiru S.Dowlath Basha, Under Secretary to Government | 5282 | 2567 3093 | |
| 9. | Thiru K.Dhanasekaran, Under Secretary to Government | 5235 | 2521 6539 | |
| 10. | Thiru S.Pitchaimalai, Under Secretary to Government | 5064 | 2229 1398 | |
| 11. | A.Sheik Alaudin, Under Secretary to Government. | 5150 | | |
| 12. | Tmt. C.Kala, Under Secretary to Government | 5932 | | |
| 13. | Tmt. B.Vijayalakshmi, Under Secretary to Government | 3006 | | |

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| | | | | |
|---|---|---|---|---|
| 14. | Thiru A. Thangamudi,<br>Under Secretary to Government. | 5354 | | |
| 15. | Thiru T.Thompson,<br>Under Secretary to Government | 5148 | | |
| 16. | Thiru D. Yovan Mahendran,<br>Under Secretary to Government | 5242 | | |
| 17. | Thiru C.Chandiran,<br>Under Secretary to Government | 5147 | | |
| 18. | Thiru V.Chinnappaiyan,<br>Under Secretary to Government. | 5313 | | |
| 19. | Tmt. S.Kayatri,<br>Under Secretary to Government | | | |
| 20. | Thiru V.Janakiraman,<br>Under Secretary to Government | | | |
| 21. | Thiru S.Elamurugu,<br>Under Secretary to Government | | | |
| 22. | Thiru G.Rathinavelu,<br>Under Secretary to Government | | | |
| 23. | Tmt. M.Thenmozhi,<br>Under Secretary to Government | | | |
| 24. | Thiru N.Manogaran,<br>Under Secretary to Government | | | |
| 25. | Thiru C.Selvaraj,<br>Under Secretary to Government | | | |

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# DEPARTMENT OF REVENUE

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

| S.No. | Designation | Pay Band | Scale of Pay |
|---|---|---|---|
| 1. | Secretary to Govt. (IAS) | PB-4 | Rs.37400-67000 + G.P. Rs.10000 |
| 2. | Addl. Secy. to Govt. (Non-IAS) | PB-4 | Rs.37400-67000 + G.P. Rs.8900 |
| 3. | Joint Secy. to Govt. (Non-IAS) | PB-4 | Rs.37400-67000 + G.P. Rs.8800 |
| 4. | Deputy Secy. to Govt. (Non-IAS) | PB-3 | Rs.15600-39100 + G.P. Rs.7600 |
| 5. | Under Secy. to Govt. (Non-IAS) | PB-3 | Rs.15600-39100 + G.P. Rs.6600 |
| 6. | Section Officer | PB-3 | Rs.15600-39100 + G.P. Rs.5400 |
| 7. | Private Secretary | PB-3 | Rs.15600-39100 + G.P. Rs.5400 |
| 8. | Assistant Section Officer | PB-2 | Rs.9300-34800 + G.P. Rs.4600 |
| 9. | Personal Assistant | PB-2 | Rs.9300-34800 + G.P. Rs.4600 |
| 10. | Personal Clerk | PB-1 | Rs.5200-20200 + G.P. Rs.2800 |
| 11. | Assistant | PB-1 | Rs.5200-20200 + G.P. Rs.2600 |
| 12. | Typist | PB-1 | Rs.5200-20200 + G.P. Rs.2400 |
| 13. | Driver | PB-1 | Rs.5200-20200 + G.P. Rs.2400 |
| 14. | Duffadar | PB-1A | Rs.4800-10000 + G.P. Rs.1300 |
| 15. | Record Clerk | PB-1A | Rs.4800-10000 + G.P. Rs.1650 |
| 16. | Office Assistant | PB-1A | Rs.4800-10000 + G.P. Rs.1300 |
| 17. | Sanitary Worker | PB-1A | Rs.4800-10000 + G.P. Rs.1300 |
| 18. | Sweeper | PB-1A | Rs.4800-10000 + G.P. Rs.1300 |

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

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## Department of Revenue
## Name and Designation and other particulars of Public Information Officer under section 4(i)(b)(xvi) Right to Information Act 2005

| Name | Designation | Intercom | Mobile No | Fax | e-mail | Address |
|---|---|---|---|---|---|---|
| Tmt. S.Kayatri | Under Secretary to Government | | 9790733049 | | | Under Secretary to Government, Revenue Department, Secretariat, Chennai-9. |

## Department Appellate Authority

| Name | Designation | Intercom | Mobile No | Fax | e-mail | Address |
|---|---|---|---|---|---|---|
| Thiru T.Sethu | Deputy Secretary to Government | 5254 | 94449 13452 | | | Deputy Secretary to Government, Revenue Department, Secretariat, Chennai-9. |

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## 17. 2 Related to Seeking Information:

**APPLICATION FORM (DRAFT)**

| From | To<br><br>The Public Information Officer,<br>Revenue Department,<br>Secretariat, Chennai-9. |
|---|---|
| Letter No…….. | Dated …… |

Sir / Madam,

Sub: Right to Information Act, 2005 - Details on …….
Requested - Reg.

I would like to have the following information from your office along with the documents if any:-

1.

2.

3.

I have enclosed the receipt of prescribed fees for your perusal.

Please acknowledge.

Yours faithfully,

(Signature of applicant)

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