



GOVERNMENT OF TAMILNADU
WATER RESOURCES DEPARTMENT
PUBLIC WORKS DEPARTMENT

MANUAL
UNDER RIGHT TO INFORMATION ACT 2005
For the Year 2009

Chief Engineer, WRD, PWD,
Design Research & Construction
Support, Chepauk, Chennai-5.

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Chapter – 1
Office of the Chief Engineer, DR&CS.,
Public Works Department, WRO.,
Chepauk, Chennai – 5.

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 pursuant to the provisions of sections 4 (1) (b) of the Act, as state level, the Chief Engineer, DR&CS., WRO., PWD., Chepauk, Chennai-5 has brought out this Manual for information and guidance of the stakeholders and the general public.
- 1.2 The Purpose of this Manual is to inform the general public about the organisational set-up of this office, the functions and duties of its officers and employees, records and documents available with this office.
- 1.3 This Manual is aimed at the Public in general and users of the services, and provides information about the schemes, projects and programmes being implemented by the Water Resources Organisation, Public Works Department and the Circles / Divisions / Sub Divisions under DR&CS administrative control.
- 1.4 The Engineer-in-Chief., WRO & Chief Engineer (General), Public Works Department, Chepauk, Chennai-5, has designated Thiru. A.Mohan, B.E Executive Engineer, Training Cell, Office of the Engineer-in-Chief., WRD & Chief Engineer (General), Public Works Department, Chepauk, Chennai-5 as its PUBLIC INFORMATION OFFICER (PIO) for all matters concerned to Water Resources Organisation.

1.5 A person requiring any information under the Act may contact Thiru. A. Mohan, B.E Executive Engineer, Training Cell, Office of the Engineer-in-Chief., WRO & Chief Engineer (General), Public Works Department, Chepauk, Chennai-5. His telephone No.is 28410402 Extension no. 115.

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

(a) A request for obtaining information under sub-section (1) of section 6 of Right to Information 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 Court fee stamp or by demand draft or banker's cheque. The Public Information Officer shall credit the amount to the following head of account.

“0075.00 Miscellaneous General Services – 800. other receipts – Bk Collection of fees under Tamil Nadu Right to Information, (Fees) Rules 2005” (DPC 0075 00 800 BK 0006)

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

(b) For providing information under sub-section (1) of section 7 of 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) For inspection of records, no fee for the first hour; and a fee of Rs.5/- for each fifteen minutes (or fraction thereof) thereafter.

(c) For Providing the information under sub-section (5) of section 7 of the Right to Information Act, the request shall be made as at (a) above and the fees as below should be paid as per the mode at (a) above.

- (i) For information provided in diskette or Floppy, @ Rs. 50/- (Rs. Fifty Only) per diskette of floppy; and
- (ii) For information provided in printed form, at the price fixed for such publication.

1.7 Persons below the poverty line are exempted from the payment of fee mentioned in paragraph 1.6 above for seeking information under the Right to Information Act, 2005. The list of persons below the poverty line approved by the Gram Panchayat and local bodies will be the basis for claiming this concession.

1.8 The Engineer-in-Chief, WRD, and Chief Engineer, (General), PWD., Chennai-5 has designated Thiru. K Jeyachandran, Joint Chief Engineer, (General) , Office of the Engineer-in-Chief., WRO & Chief Engineer (General), Public Works Department, Chepauk, Chennai-5 as Appellate Authority under section 19 (1) of the Act.

Chapter – 2
Office of the Chief Engineer, DR&CS.,
Public Works Department, WRO.,
Chepauk, Chennai – 5.

Particulars of Organisation, functions and duties:-

(I) Objective for purpose:-

The Chief Engineer, DR&CS, Public Works Department, Chepauk, Chennai-5 functions as the Head of Design Research & Construction Support wing of Water Resources Organisation.

Design Research & Construction Support Wing of Water Resources Organisation, Public Works Department is vested with the responsibility

- (1) Evolving scientific, practical and economical designs for different Irrigation Structures – Statewide –based on the B.I.S & research works under the control of Superintending Engineer, WRD, Designs Circle, Chennai-5 who is also a member of Technical Committees constituted under B.I.S.
- (2) Assessing the quality of Civil Engineering materials and products & for conducting Lab and field tests on soils, Research studies on subjects like Soil Engineering, Concrete Technology, Instrumentation etc., highlighting activities & achievement of PWD in various exhibition.
- (3) a. Conducting model studies for various Reservoir projects & special coastal studies in flood control management.
b. Solutions to new & recurring problems to designers and users.

c. Conducting capacity surveys and watershed studies in Reservoirs and tanks.

(4) Construction of policies procedures and standards.

(5) On contract Administration & Quality Control.

(6) Construction Progress, Reporting unit

(7) Tank Modernisation unit in two Districts viz. Vellore.

(II) Brief History:-

In G.O.Ms.No. 684, PWD, Dated 18.08.95 based on Chief Engineer (General), PWD, Letter no. AEE T1 (A) / 44953 /95 Dated. 03.07.95, the Government has sanctioned the establishment of Water Resources Organisation and decentralisation of water management along basin lines. As such four functional areas such as (1) Plan Formulation (2) Design Research and Construction Support (3) Operation and Maintenance & (4) State Ground Water and surface Water Data Centre are to be handed by four specialists Chief Engineers to ensure functional specialisation in all Districts.

The posts of Chief Engineer, PWD., Minor Irrigation, Chennai-5 was redeployed as Chief Engineer, WRO., DR&CS., PWD., Chennai-5.

There are three circles under the control of Chief Engineer, DR&CS., WRO., PWD., Chennai-5 to look after the works as mentioned in para -1.

(III) The Functions of Design Research & Construction Support (DR&CS) Wing

Major Structural Designs for the Irrigation Project's Works for the entire WRD are being carried out under Designs Circle.

Applied Research in Hydraulics Hydrology & Soil Mechanics works are being carried out in IHH, Poondi.

Execution of Rehabilitation works to Minor Irrigation Tanks were carried out by the Tank Modernisation Circles.

DR&CS Wing Consists of the following Circles:-

Designs Circle, Chepauk, Chennai –5.

Institute of Hydraulics and Hydrology, Poondi.

Tank Modernisation Circle, Vellore.

Tank Modernisation Circle, Trichy (Since redeployed as Environmental Circle, Trichy)

Designs Circle

Soil Mechanics and Research Division and Design Division are under the control of this Circle. Soil Mechanics & Research Division is carrying out testing of the Soil and Buildings construction Materials for ongoing projects and new projects as and when approved by the Government.

In addition samples for testing relating to various projects all over the State received from Director of Vigilance and Anti Corruption are being referred to this Soil Mechanics and Research Division and they are tested and the reports are furnished to them then and there.

This Division is also taking up Research works relating to Soil, Water, Concrete and testing of Aggregates, Analysis of Geological formation and also involved in collection of Soil Samples, inspection of dams and other storage for arresting the seepage.

It is also in charge of participating in exhibitions on behalf of PWD being convened at various places by providing stalls wherein the Departmental activities are explained to the public in the form of models, Charts etc. It is also maintaining quality control aspects of PWD / WRO works through out the State of Tamil Nadu.

The Design Circle is taking up the designs for the entire WRO works through out the State, such as the design spillways, vents, weir etc., for reservoirs, major tanks etc, referred to this division from various divisions of WRO, as and when the proposals are formulated.

Preparation of Design Manuals featuring type designs as step by step procedures, methods of Soil sampling etc, for use by Engineers of WRO and evolving solutions for special distress behavioural procedures of existing structures.

Under IAMWARM Project, the following works are undertaken.

“Consultancy services for Construction Quality Management and Technical Supervision” – The Comments received from the World Bank for the Request for Proposal (RFP) have been attended and submitted. The same has also been approved by the World Bank on 8.7.09. The RFP is under despatch to the short listed consultants.

Regarding Design Support for modernisation of Irrigation systems, the preparation of proposal is under progress. Generally this wing has been conducting Workshops, Classes on Quality Control Works.

Quality Control Workshops have been conducted at the Regional and Zonal levels for the field Engineers of WRO.

Institute of Hydraulics and Hydrology Poondi

The functions of Hydraulics Division, Poondi

Conducting Physical model studies to finalize the energy dissipation arrangements for the Irrigation structures designed by the Superintending Engineer Design Circle such as spillways, surplus arrangements. In addition to that river training studies, floor performance studies are also conducted.

Conducting Physical model studies for coastal protection structures such as Rubble Mound Sea Wall, groynes etc. as requested by the maritime regions, Fisheries Department etc.

Mathematical simulation studies are being done for alignment, location etc of the coastal protection structures using MIKE21 and LITPACK Softwares.

Conducting post performance study such as taking profile for the already constructed coastal protection structures like Sea Wall, groynes etc.along North Chennai coastal line.

Coastal Data such as beach width,wind direction, at 34 observations sites all over Tamil Nadu coast are being collected and communicated to Central Water & Power Research Station, Pune and to the other territorial regions for their coastal protection works.

An amount of Rs.40 lakhs was sanctioned under IAMWARM Project for flushing of Cooum river. Conducting of physical model study completed and report submitted to World Bank. Further study has to be carried out after getting the objectives from Cooum Sub basin Restoration and Management.

An amount of Rs.2.50 Lakhs has been deposited for conducting Model Studies in respect of ED arrangement for Ulakkaruniar Reservoir project in Kyakumari district. The Construction of models is in progress.

The Functions of Watershed Management Board Division, Pollachi

Assessment of sediment available in various reservoirs in Tamilnadu pertaining to the Electricity Board reservoirs and as well as in the PWD reservoirs.

So far sedimentation survey done 33 reservoirs

Ongoing studies 5 reservoirs

Sedimentation studies are done by using remote sensing (Central Water & Power Research Station, Pune)

Estimate prepared and submitted to Government for removal of silt from Parapalar dam by the concerned division based on the IHH report.

Silt removal work is going on at Pilur reservoir (EB) based on IHH, Poondi report.

The Machinery Circle with two machinery Divisions were wind up leaving one subdivision to look after the condemnation and disposal of obsolete machineries and spares available at present under the control of IHH, Poondi and the rest was closed.

Condemnation proposal submitted to Government 46 nos.

Approved by Government 19 nos.

Machinery disposed off 3 nos.

Tank Modernisation Circle, Trichy and Vellore

To implement the Tank Modernisation scheme with European Economic Community Aid, these two circles were formed during the period between 1984-1986.

Modernisation of Tanks with the assistance from European Economic commission (1984-1999)

Tank Modernisation Project with European Economic (EEC) aid was taken up during 1984-1999 to modernise 566 tanks at an cost of Rs. 126.99 Crores.

Rehabilitation of 620 Non system Minor Irrigation tanke under WRCP with World Bank Assistance (2000-2003)

The Project Proposal for 620 tanks was prepared and executed 385 tanks at an cost of Rs. 106 Crores. Balance works were carried out by the regions.

Desilting and Renovation of PWD tanks under Food for Work Programme (2003-2004)

Desilting works were carried out in 307 tanks to a cost of Rs. 1.99 Crores and completed.

Modernisation and Irrigation management of rainfed tanks in Tamil Nadu under NABARD Loan assistance – RIDF (2004-2005)

The Project Proposal for 44 tanks were prepared and executed at an cost of Rs. 14.66 Crores during 1999.

The project proposals for 157 tanks, 250, 96 tanks were prepared at an cost of Rs. 48.42 crores, Rs. 68.42 Crores, Rs. 20.91 Crores. But the works were executed by the regions.

Part II Scheme (2005 –2006)

Prepared Project proposal for 290 Minor Irrigation tanks under Part II Scheme to a value of Rs. 62.50 Crores has been prepared and this wing executed rehabilitation of 97 tanks at an cost of Rs.16.85 Crores. Those works were completed during 03/08 and Completion report recorded.

Repair, Renovation and Rehabilitation of tanks under Centre, State Share (75:25) [2006-2007]

Project proposals for 46 Minor Irrigation tanks for getting Government of India Assistance in two Districts namely Villupuram and Sivagangai tp a Value of Rs. 9.37 Crores and Rs. 1.22 Crores were prepared. The works were completed during 03/09 and preparation of Project Completion report is under progress.

At present Tank Modernisation Circle Trichy has been redeployed as Environmental Cell Circle at Trichy.

Tank Modernisation Division Chennai and Kanchepuram pertaining to Vellore have also being redeployed.

Out of 9 divisions now only 2 divisions are working and carrying out investigation works related to Tank Modernisation works.

(IV) The working hours of this office:-

10.00 A.M to 5.45 P.M (Lunch Break – 1.30 P.M to 2.00 P.M)

Chapter – 3
Office of the Chief Engineer, DR&CS,
Public Works Department, WRD,
Chepauk, Chennai – 5.

Powers and Duties of Officers and employees:-

The Chief Engineer, DR&CS is the Head of Department, of DR&CS Wing of Water Resources Organisation., Public Works Department, in respect of all Administrative matters and all matters relating to the schemes executed by the Department. He is assisted by one Joint Chief Engineer, DR&CS., One Deputy Chief Engineer, DR&CS, three Assistant Executive Engineers (Technical Sections), One Head Draughting Officer, One Administrative officer. The powers and the duties of the officers in the Office are indicated below.

Chief Engineer, DR&CS., Public Works Department:-

- (i) The Chief Engineer is empowered to accord Technical Sanction to the Estimate above Rs.1.00 Crore as per G.O.Ms.No. 140 PW (G2) Department, dated. 23.03.2000. (i.e) The Chief Engineer is having full powers to accord Technical Sanction to estimates.
- (ii) Tender Acceptance: G.O.Ms.No. 140 PW (G2) Department, dated 23.03.2000. Chief Engineer, DR&CS:-
 - (a) Upto Rs.30.00 lakhs (With tender excess upto 10%)
 - (b) Upto Rs.1.00 Crore (With tender excess upto 5%)

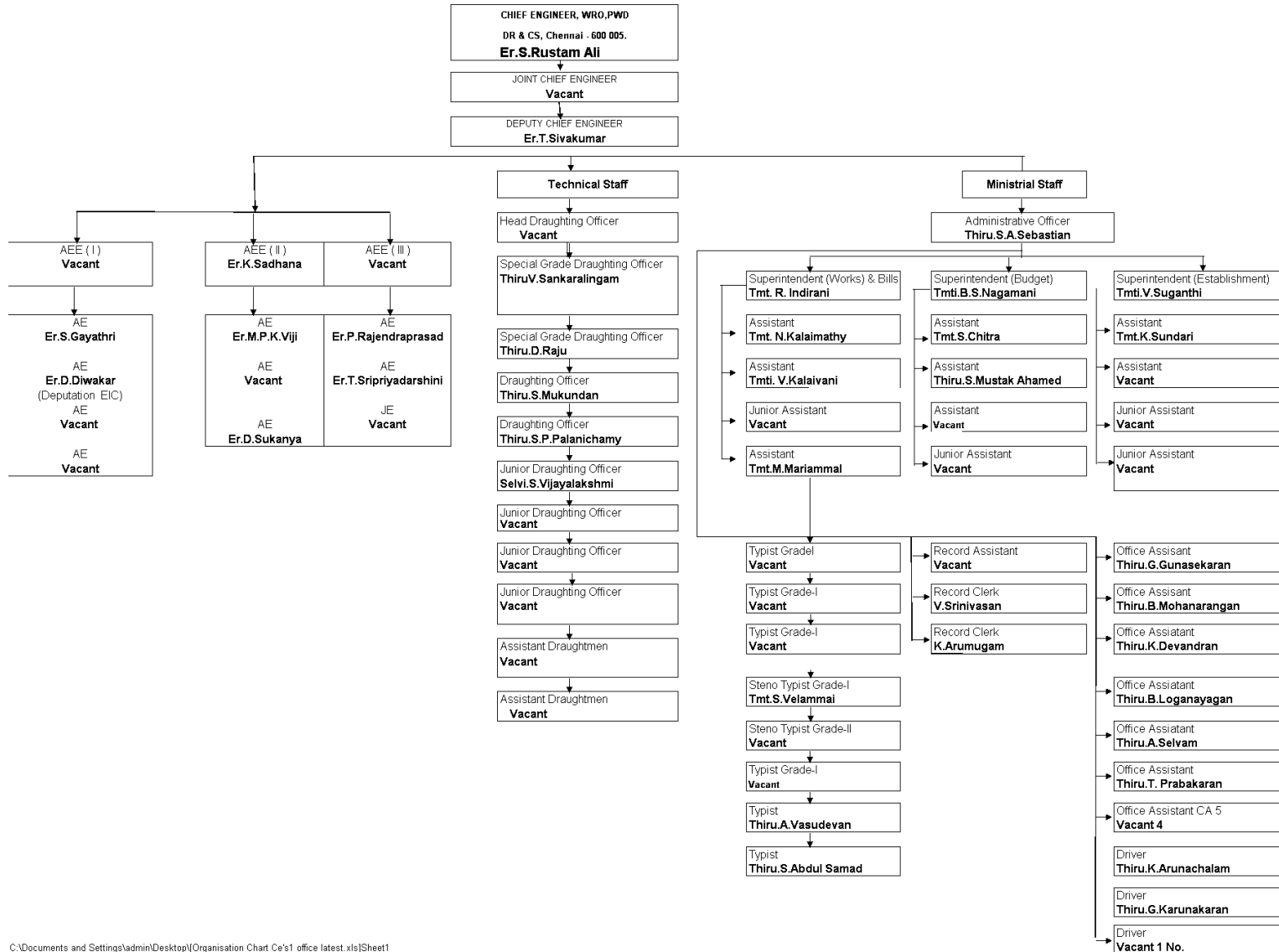
If the value exceeds Rs.1.00 Crore or for tender value upto Rs.1.00 Crore or for tender value up to Rs.1.00 Crore with the tender excess is more than 5% then the tenders are placed before the Tender Award Committee through the Engineer-in-Chief, WRD & Chief Engineer (General), Chennai. (G.O. Ms.No. 555 Public Works Department (G2) Department dated. 17.11.99)

Head Draughting Officer Section is scrutinizing all the estimates before sending the same to the Chief Engineer, DR&CS for approval and according technical sanction. All the tender proposals are also scrutinized in Head Draughting Officer Section before being placed to Chief Engineer, DR&CS / Tender Award Committee for approval.

NABARD works, preparation of New project proposals, Tank particulars works related to Design Circle, All correspondences related to Irrigation Management Training Institute , Tiruchy, Public Works Staff Training Institute, Chennai & Anna Institute of Management, Chennai training Programmes and correspondences related to Computers, Works related to JBIC, ABIP, German Assistance, Desilting works, works related to FOT, WRCP & Non WRCP, works related to IHH., Poondi, All meetings & other Miscellaneous works are carried out by the Assistant Executive Engineers.

Administrative Sections is under the control of Administrative Officer, dealing the works relating to Chief Engineer's office (DR&CS) Establishment and also Confidential files, all works relating to Circle Establishment and Budget work, authorisation LOC and Court cases. Progress report in the clearance of AG's audit paras PAC paras are dealt with. Besides, the Administrative Officer is the Drawing and Disbursing Officer in respect of all non –self drawing officers of Chief Engineer's office.

ORGANISATION CHART OF DESIGN RESEARCH & CONSTRUCTION SUPPORT, CHEPAKKAM,CHENNAI -5.



Chapter – 4
Office of the Chief Engineer, DR&CS,
Public Works Department, WRD,
Chepauk, Chennai – 5.

Rules, Regulations, Instructions, Manuals and Records for discharging functions:

1. The works in the Department is carried out with reference to the provisions contained in the following Rules, Regulations and Manuals.
 - i) District Office Manual
 - ii) Tamil Nadu Engineering Service Rules
 - iii) Tamil Nadu Engineering Subordinate Service Rules
 - iv) Tamil Nadu Public Works Department Code
 - v) Tamil Nadu Public Works Account Code
 - vi) Tamil Nadu Budget Manual
 - vii) Tamil Nadu State and Subordinate Service Rules
 - viii) Tamil Nadu Civil Services (Discipline and Appeal) Rules.
 - ix) Tamil Nadu Government Servants Conduct Rules, 1973.
 - x) Tamil Nadu Pension Rules.
 - xi) Fundamental Rules
 - xii) Tamil Nadu Financial Rules
 - xiii) Tamil Nadu Account Code
 - xiv) Tamil Nadu Treasury Code
 - xv) Tamil Nadu Transparency in Tenders Act, 1998 and Rules 2000.

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

Sl. No	Name of the Manual	District Office Manual
	Type of the Document	This Manual contains the rules to the office Procedure and maintenance of office records etc.
	Name of the Manual	Tamil Nadu Engineering Service Rules.
	Type of the Document	The rules describe the service matters (Viz) appointment, educational qualification, promotions etc., of the posts the Tamil Nadu Engineering Service governed in.
	Name of the Manual	Tamil Nadu Engineering Subordinate Service Rules.
	Type of the Document	The rules describe the service matters (Viz) appointment, educational qualification, promotions etc., of the posts governed in the Tamil Nadu Engineering Subordinate Service.
	Name of the Manual	Tamil Nadu Public Works Department Code.
	Type of the Document	The Code describe the procedure for execution of woks, delegation of powers to the P.W.D., officers in respect of works.
	Name of the Manual	Tamil Nadu Public Works Account Code

	Type of the Document	This code describe the accounting procedures Maintained by the P.W.D., on works.
	Name of the Manual	Tamil Nadu Budget Manual.
	Type of the Document	This Manual contains the rules framed by the Finance Department for the guidance of estimating officers and departments of Secretariat in regard to the budget procedure in general and to the preparation and examination of the annual budget estimates and the subsequent control over expenditure in particular to ensure that it is kept within the authorised grants or appropriation.
	Name of the Manual	Tamil Nadu State and Subordinate Service Rules
	Type of the Document	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.
	Name of the Manual	Tamil Nadu Civil Services (Discipline and Appeal) Rules.

	Type of the Document	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.
	Name of the Manual	Tamil Nadu government Servants Conduct Rules, 1973.
	Type of the Document	The rules are made under the proviso to article 309 of the Constitution of India in relation to the Conduct of the members of Civil Services of the State in the performance of the duty with integrity and devotion to duty.
	Name of the Manual	Tamil Nadu Pension Rules
	Type of the Document	The rules are made in relation to the pensionary benefits to the members of Civil service of the State.
	Name of the Manual	Fundamental Rules.
	Type of the Document	The rules are made under the proviso to article 309 of the Constitution of India in relation to the Pay, allowances, leave joining time, foreign service etc., of the members of Civil service of the state.
	Name of the Manual	Tamil Nadu Financial Code

	Type of the Document	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.
	Name of the Manual	Tamil Nadu Account Code
	Type of the Document	The code is published by the Finance Department outlines the accounting procedures to be followed by various departments while regulating expenditures.
	Name of the Manual	Tamil Nadu Treasury Code.
	Type of the Document	The code published by the 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.
	Name of the Manual	Tamil Nadu Transparency in Tenders Act, 1998 and Rules 2000.
	Type of the Document	An Act to provide for transparency in the Public procurement and to regulate the procedure in inviting and accepting tenders and matters connected there with or incidental thereto.

The documents mentioned in item 1 to 5 are available with the Director of Stationery of Printing for sale to the Public on payment of cost.

Chapter –5
Office of the Chief Engineer, DR&CS,
Public Works Department, WRD,
Chepauk, Chennai – 5.

Particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

There is no provision to seek consultation / participation of Public or its representatives for formulation of policies or implementation of Policies in respect of this office.

Chapter – 6
Office of the Chief Engineer, DR&CS,
Public Works Department, WRO,
Chepauk, Chennai – 5.

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

Sl. No	Category of the Document	Name of the Document and its introduction in one line	Procedure to obtain the document	Held by / under control of.
----- Nil -----				

Chapter – 7
Office of the Chief Engineer, DR&CS,
Public Works Department, WRO,
Chepauk, Chennai – 5.

A Statement of boards, Council, Committees and other bodies constituted as its part.

There are no Boards, Council, Committees and other bodies related to this office.

Chapter – 8

Office of the Chief Engineer, DR&CS,
Public Works Department, WRD,
Chepauk, Chennai – 5.

Name and Designation and other Particulars of Public Information Officer.

Public Information Officer. (for DR&CS office)

Name	Designation	STD CODE	Office Phone No. & Extn.	Fax	E-mail	Address
Thiru. T.S.Sivakumar B.E	Deputy Chief Engineer	044	28410402 Extn. 193			Deputy Chief Engineer, Office of the Chief Engineer, PWD., WRD Design Research & Construction Support, Chepauk, Chennai - 600 005.

Appellate Authority (for DR&CS office)

Name	Designation	STD CODE	Phone No. & Office	Fax	E-mail	Address
Thiru.A.Selvarajah, B.E.,	Joint Chief Engineer.	044	28410402 Extn. 208			Joint Chief Engineer, Office of the Chief Engineer, PWD, WRO Design Research & Construction Support, Chepauk, Chennai - 600 005.

Assistant Public Information Officer (for DR&CS office)

Name	Designation	STD CODE	Phone No. & Office	Fax	E-mail	Address
Thiru.A. Selvarajah, B.E.,	Joint Chief Engineer.	044	28410402 Extn. 208			Joint Chief Engineer, Office of the Chief Engineer, PWD., WRO Design Research & Construction Support, Chepauk, Chennai - 600 005.

Department Public Information Officer.

Name	Designation	STD CODE	Office Phone No. & Extn.	Fax	E-mail	Address
Thiru. A. Mohan, B.E	Executive Engineer	044	28410402 Extn.115			Executive Engineer, Training Cell, Office of the Engineer-in-Chief., WRO & Chief Engineer (General), Public Works Department, Chepauk, Chennai-5

Department Appellate Authority

Name	Designation	STD CODE	Phone No. & Office	Fax	E-mail	Address
Thiru K.Jeyachandran, B.E.,	Joint Chief Engineer	044	28410402 Extn. 102			Office of the Engineer-in-Chief., WRO & Chief Engineer (General), Public Works Department, Chepauk, Chennai-5

Chapter –9
Office of the Chief Engineer, DR&CS.,
Public Works Department, WRD.,
Chepauk, Chennai – 5.

Procedure followed in decision making process.

This office being the office of a Heads of Department, follows the rules laid down in the Tamil Nadu P.W.D., Accounts Code and Tamil Nadu P.W.D Code and Tender transparency act 1998 and rules 2000 in respect of all technical matters relating to the Irrigation schemes. Apart from this the provision in other codes and Service rules mentioned in the chapter, 4 of this manual are also followed wherever applicable.

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 subject dealing members and passes through Superintendent / Administrative Officer / Head Draughting Officer / Assistant Executive Engineers / Deputy Chief Engineer / Joint Chief Engineer / and Chief Engineer, DR & CS. The Chief Engineer, DR&CS is the final authority in taking decisions on all the Policy matters of this Wing.

Chapter –10
Office of the Chief Engineer, DR&CS.,
Public Works Department, WRD.,
Chepauk, Chennai – 5.

Directory of Officers and Employees subject to change due to transfer or retirement.

Sl. No.	Name	Designation	Office	Extension	Residence	Fax	E-Mail
1.	Er. S. Rustham Ali	Chief Engineer, DR&CS	28413381	207		28413381	Cedrcs@rediffmail.com
2.	Er.A.Selvarajah (Holding Charge) Addl	Joint Chief Engineer, DR&CS	28413381	208			
3.	Er.T.C. Sivakumar	Deputy Chief Engineer, DR&CS.,	28413381	193			
4.	Er. K.Sadhana	Assistant Executive Engineer	28413381	147			
5.	Thiru. S.A. Sebastian	Administrative Officer	28413381	174			

Chapter –11
Office of the Chief Engineer, DR&CS,
Public Works Department, WRD,
Chepauk, Chennai – 5.

Monthly remuneration received by each of the Officers and Employees including the system of compensation as provided in the regulation.

Sl.No	Designation	Name of the Officer	Scale of Pay
1	Chief Engineer, DR&CS	Er. S. Rustham Ali,	37400-67000-PB4 GP 8900
2	Joint Chief Engineer, DR&CS	Er. A.Selvarajah	37400-67000-PB4 GP 8900
3	Deputy Chief Engineer, DR&CS	Er. T.C. Sivakumar,	15600-39100-PB3- GP6600
5	Administrative Officer	Thiru. S.A. Sebastian	15600-39100-PB3- GP5400
7	Assistant Executive Engineer	Er. K. Sadhana	15600-39100-PB3- GP5400
8	Assistant Engineer	Er.D. Diwakar	9300-34800-PB2-GP 4700
9	Assistant Engineer	Er. P.Rajendra Prasad	9300-34800-PB2-GP 4700
10	Assistant Engineer	Er. S.Gayathiri	9300-34800-PB2-GP 4700
11	Assistant Engineer	Er. M.P.K. Viji	9300-34800-PB2-GP 4700
12	Assistant Engineer	Er. D. Suganya	9300-34800-PB2-GP 4700
13	Assistant Engineer	Er. T. SriPriyadarshini	9300-34800-PB2-GP 4700

14	Spl. Gr.Draughting Officer	Thiru. V.Sankaralingam	15600-39100-PB3-GP5400
15	Spl. Gr. Draughting Officer	Thiru. D. Raju	
16	Draughting Officer	Thiru. S. Mukundan	9300-34800-PB2-GP 4600
17	Draughting Officer	Thiru. S.P. Palanichami	9300-34800-PB2-GP 4500
18	Junior Draughting Officer	Selvi. S. Vijayalakshmi	9300-34800-PB2-GP 4300
19	Superintendent	Tmt. V. Suganthi	9300-34800-PB2-GP 4800
20	Superintendent	Tmt. B.S. Nagamani	9300-34800-PB2-GP 4800
21	Superintendent	Tmt. R. Indirani	9300-34800-PB2-GP 4800
22	Assistant	Tmt. N. kalaimathy	9300-34800-PB2-GP 4200
23	Assistant	Tmt. M. Mariammal	5200-20200-PB1 GP2400
24	Assistant	Tmt. K. Sundari	5200-20200-PB1 GP2400
25	Assistant	Tmt. V. Kalaivani	5200-20200-PB1 GP2400
26	Assistant	Tmt. S. Chithra	5200-20200-PB1 GP2400
27	Assistant	Thiru. S.Mushtak Ahmed	5200-20200-PB1 GP2000
28	Steno- typist	Tmt. S. Velammai	9300-34800-PB2-GP 4600
29	Typist	Thiru. A. Vasudevan	5200-20200-PB1 GP2000

30	Typist	Thiru. S. Abdul Samad	5200-20200-PB1 GP2000
31	Record Clerk	Thiru. V. Srinivasan	4800-10000-PB1A GP 1400
32	Record Clerk	Thiru. K. Arumugam	5200-20200-PB1 GP1800
33	Driver	Thiru.K. Arunachalam	5200-20200-PB1 GP2000
34	Driver	Thiru. G. Karunakaran	5200-20200-PB1 GP2000
35	Office Assistant	Thiru. B. Mohanarangan	5200-20200-PB1 GP1800
36	Office Assistant	Thiru.G. Gunasekaran	4800-10000-PB1A GP 1650
37	Office Assistant	Thiru. K. Devendran	5200-20200-PB1 GP1800
38	Office Assistant	Thiru. B. Loganayagam	5200-20200-PB1 GP1800
39	Office Assistant	Thiru. A. Selvam	4800-10000-PB1A GP 1650

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Office of the Chief Engineer, DR&CS,
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Budget allocated to IAMWARM Works

Sl.No.	Code No.	Head of Account	Name of Work	B.E for 2008-09 (Rs. in thousands)
1	-	2701-03-204-PC-3332	PC strengthening of Institute for Officers under IAMWARM Project.	10000
2	-	2071-03-204-PF	Provision for Tidal Model Study of Cooum Estuary,IHH Poondi.	1200
			Total	11200

Chapter –13
Office of the Chief Engineer, DR&CS,
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The manner of execution of subsidy programme allocated and the details of beneficiaries of such programmes.

There is no subsidy or beneficiaries programmes that are to be distributed to the public by this office.

Chapter –14
Office of the Chief Engineer, DR&CS,
Public Works Department, WRO,
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Particulars of recipients of concessions, permits or authorisations granted by it

No concessions, permits or authorisation are granted to the public in this office.

Chapter –15
Office of the Chief Engineer, DR&CS,
Public Works Department, WRO,
Chepauk, Chennai – 5.

Norms set for the discharge of functions.

For the discharge of functions allocated to the Water Resources Department of Public Works Department, in respect of the works:

- 1) Tamil Nadu Public Account Code &
- 2) Tamil Nadu Public Works Department code Manuals
- 3) Tamil Nadu Tender Transparency Act 1998 and Rules 2000 and
in respect of Establishment of Engineering employees in this Department :

- 1) Tamil Nadu Engineering Service
- 2) Tamil Nadu Engineering Subordinate Service Rules are followed in this Organisation.

Moreover, the day –today administrative functions are carried out by various Acts and Rules and instructions issued by the Government from time to time.

Apart from this some of the commonly used Acts / Rules / Manuals are also followed wherever applicable.

1. District Office Manual
2. Tamil Nadu Budget Manual
3. Tamil Nadu State and Subordinate Service Rules
4. Tamil Nadu Civil Services (Discipline and Appeal) Rules.
5. Tamil Nadu Government Servants Conduct Rules, 1973.
6. Tamil Nadu Pension Rules.
7. Tamil Nadu Financial Code
8. Fundamental Rules.
9. Tamil Nadu Account Code.
10. Tamil Nadu Treasury Code.

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Office of the Chief Engineer, DR&CS,
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Details in respect of the information available to or held by it, reduced in an Electronic form.

The details of the information related to various schemes can be availed of by public in the form of floppy, Cassette according to the Right to Information Act, 2005. There is no separate website for Chief Engineer, DR&CS, Public Works Department.

Chapter –17
Office of the Chief Engineer, DR&CS,
Public Works Department, WRO,
Chepauk, Chennai – 5.

Particulars of facilities available to Citizens for obtaining information.

The Public are provided with information through Notice Board, Newspapers, District Level and State level Tender Bulletins, Office Library, Web site and Exhibitions and other means of advertising.