



MANUAL UNDER RIGHT TO INFORMATION ACT 2005

**GOVERNMENT OF TAMIL NADU
OFFICE OF THE ENGINEER-IN-CHIEF, WRO &
CHIEF ENGINEER (GENERAL)
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI -5**

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CHAPTER – 1

OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
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 in to force on 15.06.2005, In pursuant to the provisions of sections 4(1) (b) of the Act, as State Level, The Engineer in Chief, WRO & Chief Engineer (General), 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 organizational 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/division/sub Divisions under its administrative control.
- 1.4 The Engineer in Chief, WRO & Chief Engineer (General), PWD, Chepauk, Chennai-5 has designated the following public information officers

PUBLIC INFORMATION OFFICERS DETAILS IN OFFICE OF ENGINEER-IN-CHIEF, WRD.

Name of office	Name/Address/Phone No. of Assistant Public Information Officers	Name/Address/Phone No. of Public Information Officers	Name/Address/Phone No. of Appellate Authorities
Office of the Engineer-in-chief & Chief Engineer (General), PWD, WRO, Chepauk, Chennai-600 005.	T. R. K. Suriya Prakash	A. Mohan	K. Jeyachandran
	Assistant Executive Engineer T1 Section	Executive Engineer Training Cell	Joint Chief Engineer (Gl.)
	Office of the Engineer-in-chief & Chief Engineer (General), PWD, WRO, Chepauk, Chennai-600 005. Ph:044-28410402 extn.:108	Office of the Engineer-in-chief & Chief Engineer (General), PWD, WRO, Chepauk, Chennai-600 005. Ph:044-28410402 extn.:114	Office of the Engineer-in-chief & Chief Engineer (General), PWD, WRO, Chepauk, Chennai-600 005. Ph:044-28594145

1.5 A person requiring any information under the Act may contact the above public information officers.

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

- (a) A request for obtaining information under sub-section (1) of section 6 of the 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/- (Amendment issued in G.O.Ms.No.1012, Public (Estt. I &LEG) Department, dated 20.09.2006 by cash or by demand draft or bankers 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 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) For inspection of records, no fee for the first hour; and a fees of Rs.5/- for each every one hour (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 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 exempted from the payment of fee mentioned in paragraph 1.6 above for seeking information under the Right to Information Act, 2005. The list of persons below poverty line approved by the Gram Panchayat and local bodies will be the basis for claiming this concession. An extract of the list duly certified, will be sufficient to avail this concession.

CHAPTER-2

OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5

1. OBJECTIVE AND PURPOSE OF THE PUBLIC AUTHORITY:-

Objectives of this Department are formulation and implementation of the major, medium and minor irrigation schemes, operation and maintenance of irrigation systems and ensuring effective management and distribution of surface and groundwater to achieve optimum utilisation in a rational and scientific way for maximising the production and productivity of all the sectors requiring water. Under the Water Resource Department, the Water management in the state has been decentralised along basin lines and for effective control, the entire state has been divided into following four regions **Chennai, Trichy, Pollachi and Madurai**. Each region is headed by the Chief Engineers with Head Quarters Chennai, Trichy, Coimbatore and Madurai.

The Engineer-in-Chief of the Public Works Department, Chepauk, Chennai-5 functions as the Head of Department of water resources organization of the Public Works Department. The Engineer-in-chief, Water Resources Department assists the Government as the technical and administrative head of the department, monitors and co-ordinates the functions of all the four Regional Chief Engineers and five functional Chief Engineers who are specialized in overall planning and execution of irrigation projects respectively.

BRIEF HISTORY:-

Origin: During British period, apart from Army, the first department that was established was maintenance department for maintaining irrigation structure, Public Buildings etc., The same was later converted into Public Works Department in the year 1858.

Development: In the year 1867, a separate Chief Engineer was created for irrigation, considering the importance of irrigation and food production. Due to its manifold growth now functions with four Regional Chief Engineers and five functional Chief Engineers under the Water Resources organisation and one Chief Engineer for Buildings Organisation with one Head of the Department Viz., Engineer-in-Chief WRO & Chief Engineer (General) PWD in the Tamilnadu Public Works Department.

IRRIGATION PROJECTS-BEFORE INDEPENDENCE:

- Mettur Dam-1934
- Periyar Dam-1895
- Palar anicut across Palar-1858
- Tirukovilur anicut across Thenpennaiyar-1885
- Thozhuthur barrage, Willingtom Reservoir-1923
- Pechiparai -1906

IRRIGATION PROJECTS AFTER INDEPENDENCE:

- Bhavani, Manimuthar, Amarvathi, Periyar Vaigai, Sathanur reservoir projects in the first five year plan.
- Pullampadi canal, Vidur dam, Parambikulam Aliyar scheme and Pudukottai High level Canal were constructed in Second five year plan.
- Totalling about 81 irrigation reservoirs irrigating an amount of 9.26 lakh hectares, at the end of 10th five year plan.

Water Resources department is maintaining the irrigation structures and coastal protection works in Tamilnadu and it continues to provide various services like harnessing water resources potential, extending irrigation potential etc., which are capital assets of the state.

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)

5 WORKING DAYS FROM MONDAY TO FRIDAY .

CHAPTER-3

OFFICE OF THE ENGINEER-IN-CHIEF WRO & CHIEF ENGINEER (GENERAL) PWD PUBLIC WORKS DEPARTMENT, CHEPAUK, CHENNAI-5

POWER AND DUTIES OF OFFICERS AND EMPLOYEES:-

The Engineer –in-Chief WRO and Chief-Engineer (General) PWD is the head of the Water Resources Organisation of the Public Works Department and assisted by the Officers and the staffs furnished in chapter 10&11.

The Engineer-in-chief, Water Resources Department assists the Government as the technical and administrative head of the department, monitors and co-ordinates the functions of all the four Regional Chief Engineers and five functional Chief Engineers who are specialized in overall planning and execution of irrigation projects respectively.

Tender Award Committee

As per G.O.Ms.No.555 Public works (G2) department dated 17.11.99 a committee has been constituted comprising of following members:

- | | | |
|---|---|----------|
| 1. The Engineer -in-chief (WRO) | - | Chairman |
| 2. Chief Engineer (Buildings) | - | Member |
| 3. Chief Engineer, Chennai Region | - | Member |
| 4. A representative from finance department | - | Member |

The tenders with a value of more than 1 crore and tenders upto 1 crore with a tender excess over department value are placed before the Tender Award Committee.

The decision on the tender proposals are taken by the above committee based on the merits and demerits of tender proposals.

A. A main functions of the Regional Chief Engineers

- Overall incharge of all Irrigation systems in their Region,
- Develop goals and objectives for the basins in their respective region, establish priority of the works, adequate quality control measures,
- Maintenance of irrigation structures and appurtenance in priority basis,
- Implement adequate quality control measures in all works,
- Ensure sound environments, land acquisition and economic rehabilitation,
- Co-ordinate basin activities. Co-ordinate with farmers and farmers organisation on implementation of new schemes.

B. The main functions of the functional Chief Engineers:

1.	Chief Engineer, WRD Plan Formulation Chennai-600005	In-charge of Project Planning, Report Preparation and Special studies such as conjunctive use, Drainage relief, Sea water intrusion and pollution.
2.	Chief Engineer, WRD Design, Research and Construction Support Chennai-600005.	Designs all structures in WRD, conducts special studies in river scour, calibration of weirs, energy dissipation structures and special modelling in flood control and sedimentation surveys in reservoirs and tanks, develops construction policies, procedures and standards and provides all heavy equipment for construction and maintenance. Apart from this testing of soil and construction materials such as concrete, mortar, bricks, stone, tiles, cement, lime, sand and water for its suitability for construction purpose, various activities and achievements of Tamil Nadu public Works Department are exhibited at Chennai, Madurai, Coimbatore and other important cities.
3.	Chief Engineer, WRD Operation & Maintenance, Chennai-600005.	Develops policies, regulations and standards for operation of reservoirs and delivery systems, ensures safety of dams and other structures develops standards for maintenance facilities and ensures maximum possible participation of farmers in irrigation management.
4.	Chief Engineer, WRD State Ground and Surface Water Resources Data Centre Taramani, Chennai-600 113.	Collects surface and ground water data and meteorological data, and prepares legislation for regulation of surface and ground water, Watershed Studies, Monitoring of Water Levies, Collection of Rainfall Data, Intensive Survey in Dark and Grey Area Blocks, Salt Water-Fresh Water Interface Studies, Drilling of Exploratory Bore Wells, Study on Pollution due to Industrial Effluents and Fertilizer Impact, Ground Water Awareness Programmes, Water Quality Analysis, Electrical Logging Service, Certification for Ground Water Extraction are taken up by this wing. The facilities available and the activities of Ground Water Wing can also be browsed through the website. www.groundwatertnpwd.com
5.	Chief Engineer and Director, WRD, Institute for Water Studies, Taramani, Chennai-600 113.	Prepare basin assessments for all river basins. Prepares State Water Plan and provides policy and advice to WRD on environmental matters, identifies methods of augmenting and conserving water resources. Conducts research and development in Water Management and participation by Farmers & Women in field level activities.

CHAPTER-4

OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.

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

1. The Business in the Department is carried out with reference to the provisions contained in the following Rules and 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 Code.
- XIII. Tamil Nadu Account Code
- XIV. Tamil Nadu Treasury code.

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

Sl. No.	Name of the Rules	District Office Manual
1.	Type of the Document.	This manual Contains the rules to the office procedure and maintenance of office records etc.,
2.	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 TNES governed in
3.	Name of the Manual	Tamil Nadu Engineering Subordinate Service Rules.
	Type of the Document	The rules describe all service matters (viz) appointments educational qualification promotions etc of the posts governed in the TNESS.

4.	Name of the Manual	Tamil Nadu Public Works Department code
	Type of the Document	This code describe the delegation of powers to the P.W.D. Officers in respect of Works.
5.	Name of the Manual	Tamil Nadu Public Works Account Code.
	Type of the Document	This Code describes the accounting procedures Maintained by the P.W.D. on works.
6.	Name of the Manual	The Tamil Nadu Budget Manual
	Type of the Document	This manual contains the rules framed by the Finance Department for the guidance of estimating officers and departments of Secretariat in regard to the budget procedure in general and to the preparation and examination of the annual budget estimates and the subsequent control over expenditure in particular to ensure that it is kept within the authorized grants or appropriation.
7.	Name of the Document	Tamil Nadu State and Subordinate Service Rules.
	Type of the Rules.	The rules are made under the proviso to article 309 of the Constitution of India governing the service conditions of members of State and Subordinate Services.
8.	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.
9.	Name of the Document	Tamil Nadu Government Servants conduct Rules. 1973
	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.

10.	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.
11.	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.
12.	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.
13.	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
14.	Name of the Document	Tamil Nadu Treasury Code
	Type of the Code.	The code published by Finance department outlines the procedures to be followed in regard to preparation of bills and presentation to treasury for payment and accounting procedures incidental thereto.

The documents mentioned in item 1 to 14 are available with the Director of Stationery of Printing for sale to the Public on payment of cost.

CHAPTER-5

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
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.

The policies /Acts necessitated for the irrigation sectors are governed under the frame work of the Government which passes of the bill in the floor of assembly.

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 ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.

A STATEMENT OF CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT FOR ITS CONTROL. Sl. No.	Category 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 ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
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 to provide information to the Public.

However, a reception cum facilitation counter is functioning in Head Office to provide information to the public.

CHAPTER – 8

NAME AND DESIGNATION AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICER

1. ASSISTANT PUBLIC INFORMATION OFFICER

Name	Designation	Phone No. Office	Fax	E-mail	Address
Er. T.R.K.Suriya Prakash	Assistant Executive Engineer T1 Section	044 -28410402 Extn.108	28594148		Office of the Engineer-in-chief & Chief Engineer (General), PWD, WRO, Chepauk, Chennai-600 005.

2. Public Information Officer

Name	Designation	Phone No. Office	Fax	E-mail	Address
Er. A. Mohan	Executive Engineer Training Cell	044-28410402 extn.:114	28594148		Office of the Engineer-in-chief & Chief Engineer (General), PWD, WRO, Chepauk, Chennai-600 005.

3. DEPARTMENT APPELLATE AUTHORITY

Name	Designation	Phone No. Office	Fax	E-mail	Address
Er. K. Jeyachandran	Joint Chief Engineer (General)	044-28594145	228594145	eicwrotn@yahoo.co.in	Office of the Engineer-in-chief & Chief Engineer (General), PWD, WRO, Chepauk, Chennai-600 005.

CHAPTER – 9

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
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 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 / Accounts Officer / Assistant Exe. Engineers / Joint Chief Engineer (Irrigation) in respect of works / Joint Chief Engineer (General) in respect of establishment. The Engineer in Chief, WRO, Chief Engineer (General), PWD is the final authority in taking decisions on all the policy matters of the Water Resource Organization.

CHAPTER -10

OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.

DIRECTORY OF OFFICERS AND EMPLOYEES:

Sl. No.	Designation	Office	Extn.	Residence	Fax	E-mail
1.	EIC WRO & CE (Gl.)	28414604 28525351	101	23762011	044-28594148	eicwrotn@yahoo.co.in
2.	JCE (Gl.)	28414604 28594145	102			
3.	JCE (I)	28414604 28594144	192			
4.	SE IAMWARM	28414604 28418074	243			
5.	EE Procurement Cell	28414604	115			
6.	EE PIM Cell	28414604	209			
7.	EE TRG Cell	28414604	114			
8.	EE TEC Cell	28414604	200			
9.	EE IT Cell	28414604	117			
10.	AO1	28414604	105			
11.	AO2	28414604	106			
12.	CPO	28414604	107			
13.	HDO	28414604	120			
14.	AEE T1	28414604	108			
15.	AEE T5	28414604	118			
16.	AEE T4	28414604	119			

CHAPTER -11

OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.

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

S. No.	Designation	Number of Employees	Scale of pay	Pay Band
	Engineers:			
1.	Engineer-in-Chief WRO & Chief Engineer Gl. PWD	1	37400-67000-GP-8900	4
2.	Joint Chief Engineers	2	37400-67000-GP-8700	4
3.	Superintending Engineer	1	37400-67000-GP-8700	
4.	Executive Engineer	4	15600-39100-GP-6600	3
5.	Assistant Executive Engineers	10	15600-39100-GP-5400	3
6.	Assistant Engineer/ Junior Engineer	25	9300-34800-GP-4700 9300-34800-GP-4400	2
	Drawing Branch:			
7.	Head Draughting Officer	1	15600-39100-GP-6600	3
8.	Special Draughting Officer	1	15600-39100-GP-5400	3
9.	Senior Draughting Officer	1	9300-34800-GP-4700	2
10.	Draughting Officer	6	9300-34800-GP-4400	2
11.	Junior Draughting Officers	3	5200-20200-GP-2800	2
	Administrative Branch:			
12.	Chief Personal Officer	1	15600-39100-GP-6600	3
13.	Administrative Officers	2	15600-39100-GP-5400	3
14.	Superintendent	13	9300-34800-GP-4800	2
15.	Assistant	37	5200-20200-GP-2400	1
16.	Camp Assistant	1	5200-20200-GP-2400	1
17.	Junior Assistant	14	5200-20200-GP-2400	1
18.	Steno Typist	3	5200-20200-GP-2400	1
19.	Typist	12	5200-20200-GP-2400	1
20.	Telephone Operators	4	5200-20200-GP-2400	1
21.	Driver	2	5200-20200-GP-2400	1
22.	Record Clerk	5	4800-10000-GP-1400	1
23.	Duffador	2	4800-10000-GP-1650	1
24.	Office Assistant	11	4800-10000-GP-1300	1
25.	Watchman	1	4800-10000-GP-1300	1

CHAPTER-12

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.**

BUDGET

Public Works Department/Water Resources Organisation

Sl.No.	Details	Budget Estimate 2009-2010
1.	Plan Schemes	985.47 Crores
2.	Non-plan Schemes	133.91 Crores

CHAPTER-13

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.**

THE MANNER OF EXECUTION OF SUBSIDY PROGRAMME ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES.

There are no subsidy or beneficiaries programmes that are distribute of to the public in this office.

CHAPTER-14

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.**

PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATIONS GRANTED BY IT.

No concessions, permits or authorization are granted to the Public in this office.

CHAPTER-15

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.**

NORMS SET FOR THE DISCHARGE OF FUNCTIONS.

For the discharge of functions allocated to the Water Resources Organisation of Public Works Department, in respect of the works : 1) Tamil Nadu Public Works Account Code & 2) Tamil Nadu Public Works Department Code Manuals) 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 organization.

Moreover, the day-to-day 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.

CHAPTER-16

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.**

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 separate website for WRO, Public Works Department and additional information about the functioning of the Water Resources Organisation is available in the following website: **wrd.tn.gov.in**

CHAPTER-17

**OFFICE OF THE ENGINEER-IN-CHIEF WRO &
CHIEF ENGINEER (GENERAL) PWD
PUBLIC WORKS DEPARTMENT,
CHEPAUK, CHENNAI-5.**

PARTICULARES 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.

Engineer in Chief WRO & Chief Engineer(GL)PWD

[List of Engineers](#)

