



**MANUAL UNDER RIGHT TO  
INFORMATION ACT, 2005**  
**(As on 21.11.2024)**

**GOVERNMENT OF TAMIL NADU**

**DEPARTMENT OF MUNICIPAL  
ADMINISTRATION  
AND WATER SUPPLY**

**SECRETARIAT**

**CHENNAI-600 009**

## Index

Sl. No.	Details of Information	Page Numbers
1.	Introduction	1-4
2.	Particulars of organisation, functions and duties <b>(Section 4(1)(b)(i))</b>	5-17
3.	Powers and duties of officers and employees <b>(Section 4(1)(b)(ii))</b>	18-24
4.	Procedure followed in decision making process <b>(Section 4(1)(b)(iii))</b>	25
5.	Norms set for the discharge of functions <b>(Section 4(1)(b)(iv))</b>	26
6.	Rules, Regulations, Instructions, Manuals and Records for discharging functions & Statement of categories of documents that are held by it for its control <b>(Section 4(1)(b)(v) (Section 4(1)(b)(vi))</b>	27-30
7.	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 <b>(Section 4(1)(b)(vii))</b>	31
8.	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public. <b>(Section 4(1)(b)(viii))</b>	32-34
9.	Directory of officers and employees <b>(Section 4(1)(b)(ix))</b>	35-43
10.	Monthly remuneration received by each of the officers and employees, including the system of compensation as provided in the regulations <b>(Section 4(1)(b)(x))</b>	44-49

11.	Budget allocation of each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made <b>(Section 4(1)(b)(xi))</b>	50
12.	The manner of execution of subsidy programme, including the amounts allocated and the details of beneficiaries of such programmes <b>(Section 4(1)(b)(xii))</b>	51
13.	Particulars of recipients of concessions, permits or authorisations granted by it <b>(Section 4(1)(b)(xiii))</b>	52
14.	Details in respect of the information, available to or held by it, reduced in an electronic form <b>(Section 4(1)(b)(xiv))</b>	53-55
15.	Particulars of facilities available to citizens for obtaining information <b>(Section 4(1)(b)(xv))</b>	56
16.	Annexure – I <b>(List of Municipal Councils)</b>	57-60
17.	Annexure – II <b>(List of Town Panchayats)</b>	61-72
18.	Annexure – III <b>(List of Municipal Corporations)</b>	72

## 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 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 Municipal Administration and Water Supply, Government of Tamil Nadu has brought out this Manual for information and guidance of the general public.
- 1.2 The purpose of this Manual is to inform the general public about the organisational set-up of this Department, the functions and duties of its officers and employees and 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 programmes being implemented by the Department of Municipal Administration and Water Supply and the Organisations / Departments under its administrative control.
- 1.4 The Department of Municipal Administration and Water Supply is headed by the Hon'ble Minister for Municipal Administration, **Thiru K.N.Nehru**. The Principal Secretary to Government is **Dr.D.Karthikeyan I.A.S.** The department has 1 Additional Secretary to Government, 1 Joint Secretary to Government and 3 Deputy Secretaries to Government in its hierarchy and has designated the following 6 Under Secretaries to Government(Sanctioned strength is 8) as its **Public Information Officers** (PIOs) for matters concerning the Department. The telephone numbers of the PIOs/Under Secretaries are mentioned against their name and sections assigned to them. Any person requiring any information under the Act may contact the concerned Under Secretary to Government, Municipal Administration and Water Supply Department, Secretariat, Chennai-9.

Sl. No.	Name of the Under Secretary	Telephone Nos
1.	Tmt P.Kumari, B.Sc., B.Ed., Under Secretary to Government (OP-I, OP-II, ME- I , MC - V ,Bills and TP-1 Sections)	044-2566 5176
2.	Tmt N.Jayanthi, B.Sc., M.A., Under Secretary to Government (MA-II, MA -V, ME- III and ME-4 Sections)	044-2566 5979
3.	Tmt C.Premavathy,B.Com., M.B.A., Under Secretary to Government (MW, WS-I, WS-II and Election Sections)	044-2566 5582
4.	Tmt A.Umamaheswari, B.Sc., M.B.A., Under Secretary to Government (MA-I, MA-III, MC -VI ,MC -VII and TP3 Sections)	044-2566 5596
5.	Tmt J.Amudha B.Sc., Under Secretary to Government (Budget, MA-IV, ME-II ,SS & FC and General, Sections)	044-2566 5745
6.	Thiru S.Ponmuthu, M.A.,B.L., Under Secretary to Government (MC-I, MC-II, MC-III, MC-IVand TP-2 Sections)	044-2566 5860

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

- (a) A request for obtaining information under sub-section (1) of section 6 of the RTI Act shall be made in writing or through electronic means either in person or by post to the Public Information Officers 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. The Public Information Officer shall credit the amount to the following head of account:-

**“0070. Other Administrative Services - 60 Other Services - 118 Receipts under Right to Information Act, 2005 – AA - Collection of Fees under Right to Information (Fees) Rules, 2005 - 227 Non-Taxation Fees - 39 Translation and Printing Fees”.**  
**(IFHRMS DPC: 0070 60 118 AA 22739)**

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-2005 the request shall be made as at (a) above and the fee as below should be paid as per the mode at (a) above.

i) Rupees two for each page (in A4 or A3 size paper) created or copied;

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

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

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

(c) For providing the information under sub-section (5) of section 7 of the Right to Information Act-2005 the request shall be made as above and the fee as below should be paid as per the mode above.

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

ii) for information provided in printed form, at the price fixed for such publication or rupees two per page of photocopy for extracts from the publication.

1.6 Persons below the poverty line are exempt from the payment of fee mentioned in paragraph 1.5 above for seeking information under the Right to Information Act, 2005. The list of persons below poverty line approved by the Gram Panchayat and Local Bodies will be the basis for claiming this concession. An extract of the list, duly certified, will be sufficient to avail this concession.

- 1.7 The Department has designated following Additional Secretary, Joint Secretary/Deputy Secretaries to Government as Appellate Authority under section 19(1) of the Act. The Contact Address of the Appellate Authority is given below:-

<b>Sl. No.</b>	<b>Name and Designation</b>	<b>Office Phone</b>	<b>Intercom</b>
1.	Tmt K.Karpagam, I.A.S., Joint Secretary to Government.	044-2567 1026	5553
2.	Thiru S.Ramanathan, B.Com., M.A., P.G.D.P.M+ I.R, Additional Secretary to Government.	044-2567 2168	5778
3.	Tmt M.A.Sajitha, B.Sc., Deputy Secretary to Government.	044-2567 6317	5286
4.	Tmt D.K.Sheila Grieta, M.A (Public Administration), PGDLA, Deputy Secretary to Government	044-2567 1626	5269
5.	Thiru S.Karthikeyan, B.Sc (Agri), Deputy Secretary to Government	044-2567 5061	5342

# **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

## **Particulars of organisation, functions and duties under section 4 (1)(b)(i) of the Right to Information Act, 2005**

### **1. OBJECTIVE/PURPOSE OF THE DEPARTMENT**

The Department of Municipal Administration and Water Supply is concerned with the governance of and provision of infrastructure in Urban Local Bodies and provision of drinking water supply in rural and urban areas.

As per 2011 census, Tamil Nadu is the most urbanised State with 48.45% of State's population living in urban areas.

The 74th Constitutional Amendment Act, 1992 has given constitutional status for ULBs with suitable provisions for devolution of functions and funds. Tamil Nadu, which has been a forerunner in urban sector reforms, has vigorously pursued the reform process and is credited with many major achievements in the urban sector since 1992, including the following:

- Constitution of five successive State Finance Commissions for improving resources of local bodies and devolution of substantial funds from the State to Urban Local Bodies.
- Conduct of four successive elections to Urban Local Bodies on due dates with reservation of seats for Councilors and Chairpersons for women and Scheduled Castes and Scheduled Tribes.
- Giant leap in E-Governance and provision of online services to urban citizens
- Access of Urban Local Bodies to private capital markets, including floating of Bonds.



- Capacity building of Urban Local Bodies including massive training and exposure to best practices for employees and elected leaders of Urban Local Bodies.

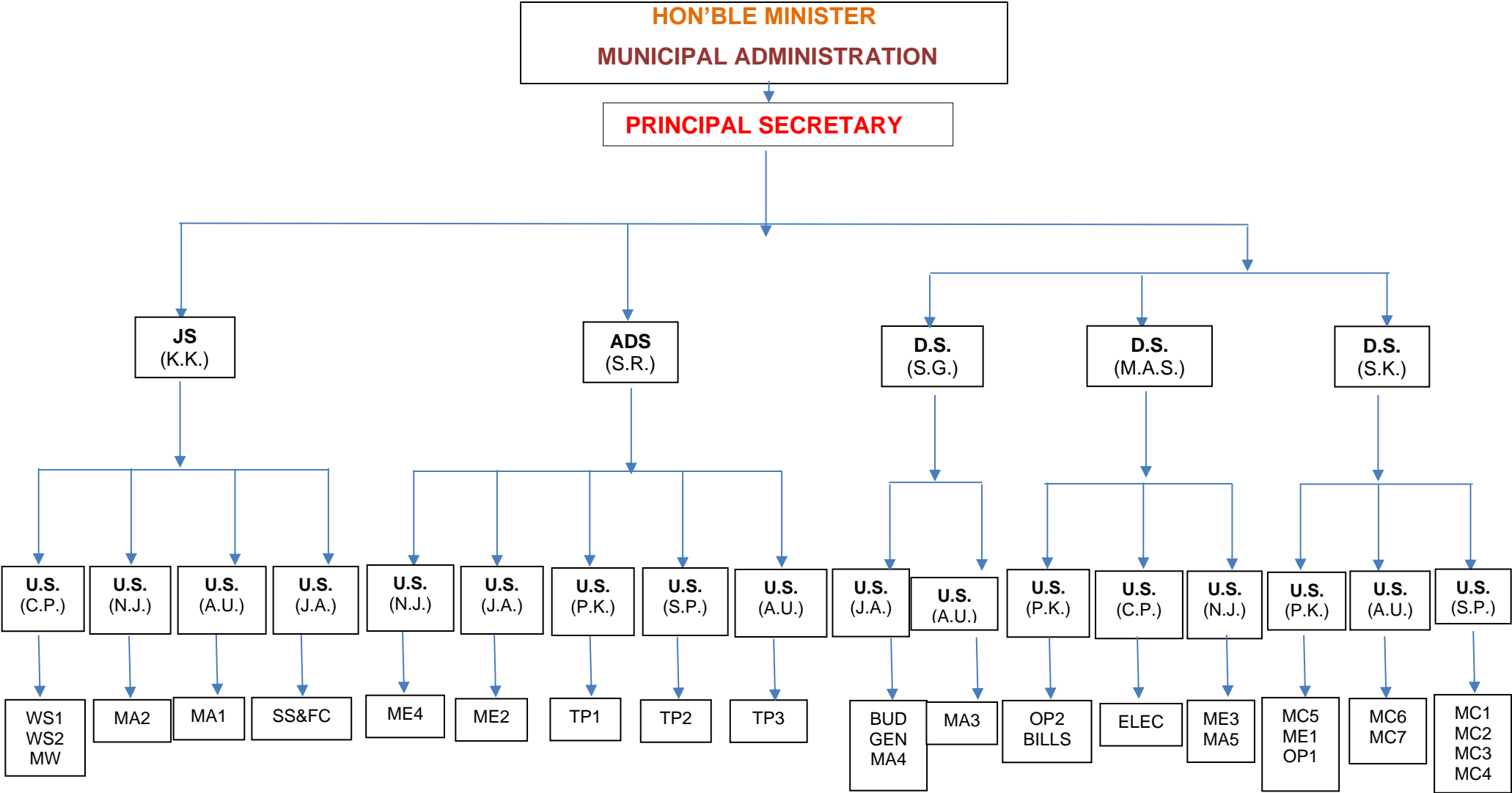
The increase in the Urban population and related economic activities accentuate the demand for urban infrastructure. The bridging of the gaps in various urban services is the top priority of the Department, along with the augmenting of resources of the Urban Local Bodies so that they can progressively become self sustaining entities.

The major focus areas of the Department are on the targets set in the millennium development goals. The priorities are as follows:-

- Upgradation and maintenance of basic infrastructural facilities in Urban areas on a sustainable basis.
- Improving access to safe drinking water in rural and urban areas.
- Fostering community participation in planning and execution of water supply and other schemes so as to provide cost effective and sustainable interventions.
- Achieving significant improvements in the lives of the urban poor, especially through the provision of basic services and through support for wage / self employment.
- Provision of services for Street light, sanitation and solid waste management, with emphasis on recycling of waste water and proper disposal of solid wastes.

2. Organizational Chart:

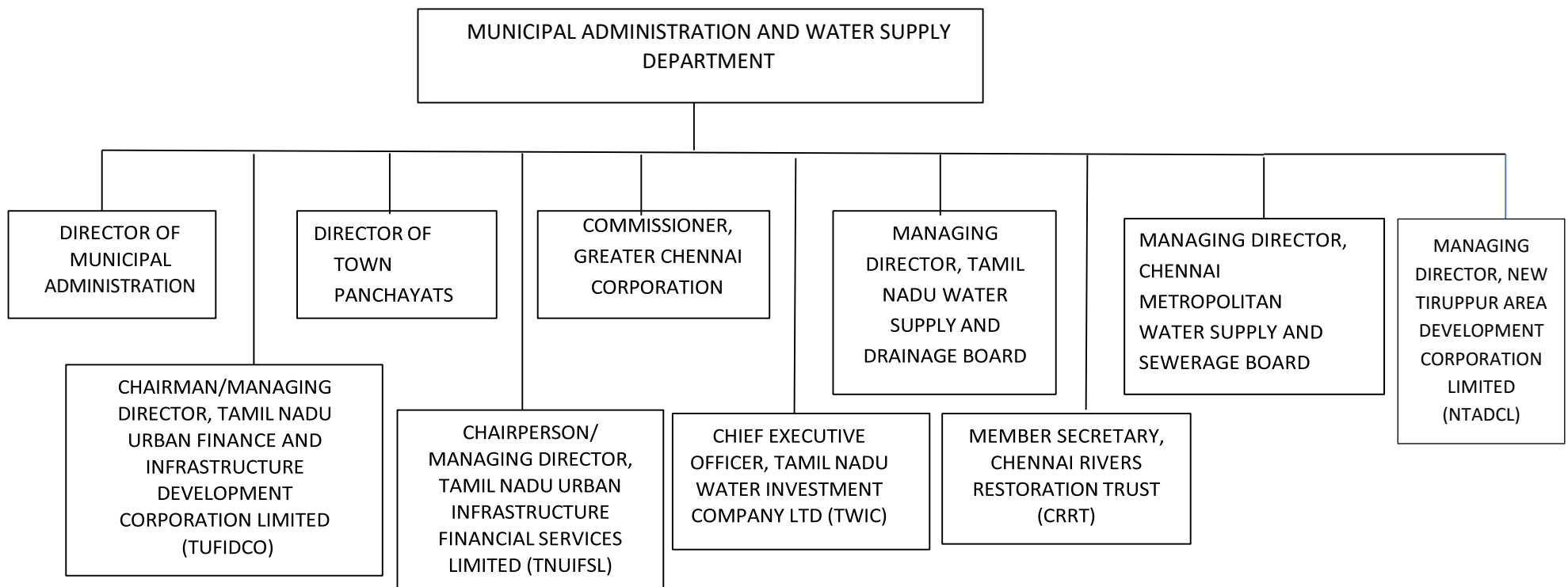
The Organizational chart of this department is as given below:—



The details of sections and the subjects dealt with by them are given at page numbers 20-24 of this manual.

### 3. ADMINISTRATIVE UNITS:

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



The following are the addresses of the administrative units of this department:

**(a) Director of Municipal Administration**

Name of the Director of Municipal Administration : Thiru S. Sivarasu, I.A.S.,

Office Address : Director of Municipal Administration, MRC Nagar, Raja Annamalai Puram, Chennai-600 028.

Telephone Numbers

Office : 044-29864447

Residence : 044-22460438

Web Site : [cma.tn.gov.in](http://cma.tn.gov.in)

E-mail : [cma.tncma@nic.in](mailto:cma.tncma@nic.in)

**(b) Tamil Nadu Water Supply and Drainage Board**

Chairman : Dr. D.Karthikeyan, I.A.S.,

Name of the Managing Director : Thiru V. Dakshinamoorthy, I.A.S.

Office Address : 31, Kamarajar Salai, Chepauk Chennai-600 005.

Telephone Numbers:

Chairman

Office : 044-25670491

Residence : 044-2479 8485

Managing Director

Office : 044-28525501

Residence : 044-24794797

Web Site : [twadboard.govt.in](http://twadboard.govt.in)

E-mail : [twadboard@vsnl.in](mailto:twadboard@vsnl.in)

**(c)Chennai Metropolitan Water Supply and Sewerage Board**

Name of the Chairman : Thiru K.N Nehru  
Hon'ble Minister for Municipal  
Administration

Name of the Managing Director : Thiru T.G Vinay, I.A.S.,

Office Address: 1, Pumping Station Road  
Chindadripet, Chennai- 600 002.

Telephone Numbers

Chairman

Office : 044-25671696  
Residence : 044-24938566

Managing Director

Office : 044-28459000  
Residence : 044-24799682

Web Site : [chennaietrowater.tn.nic.in](http://chennaietrowater.tn.nic.in)

E-mail : [cmwssb@md2.vsnl.net.in](mailto:cmwssb@md2.vsnl.net.in)

**(d)Greater Chennai Corporation**

Commissioner : Thiru J.Kumaragurubaran, I.A.S.,

Office Address : No.1131,EVR Periyar Salai,  
Ripon Building, Park Town  
Chennai- 600 003.

Telephone Numbers

Office : 044-25381330  
Residence : 044-24797171

Website : [www.chennaicorporation.gov.in](http://www.chennaicorporation.gov.in)

E-mail : [commissioner@chennaicorporation.com](mailto:commissioner@chennaicorporation.com)

**(e) Director of Town Panchayats**

Name of the Director : Thiru Kiran Gurrala I.A.S.,  
Office Address : 7&8<sup>th</sup> Floor, MRC Nager,  
Raja Annamalai Puram,  
Chennai-600 028.  
  
Telephone Numbers  
  
Office : 044-253403352  
Residence : 044-24794975  
  
Website : [www.tn.gov.in/dtp](http://www.tn.gov.in/dtp)  
E-mail : [dtpsystem@gmail.com](mailto:dtpsystem@gmail.com)

**(f) Tamil Nadu Urban Finance and Infrastructure Development Corporation Limited**

Chairman and Managing Director : Thiru K.Vivekanandan, I.A.S.,  
Office Address : 490/1-2, Anna Salai, Nandanam,  
Chennai -600 035  
Telephone Numbers:  
  
Office : 044-24329803  
Residence : 044-28470047  
  
Web Site : [www.tufidco.in](http://www.tufidco.in)  
E-mail : [tufidco@gmail.com](mailto:tufidco@gmail.com)

**(g) Tamil Nadu Urban Infrastructure Financial Services Limited**

Chairman and Managing Director (i/c) : Dr S.Vijaykumar, I.A.S.,  
Office Address : No.19, T.P. Scheme Road,  
Raja Street Extension,  
Raja Annamalai puram,  
Chennai -600 028.  
Telephone Numbers:  
  
Office : 044-2464 3103  
Residence : -----  
  
Web Site : [www.tnuifsl.com](http://www.tnuifsl.com)  
E-mail : [cmd@tnuifs.com](mailto:cmd@tnuifs.com)

**(h)Tamil Nadu Water Investment Company Limited**

Chairman : Dr D. Karthikeyan, I.A.S.

Chief Executive Officer : Thiru K. Ashok Natarajan

Office Address : No.86, Mount Road, Guindy  
Chennai – 600 032

Telephone Numbers:

Office : 91- 44 - 22351870  
: 91- 44 - 22351871

Web Site : [www.twic.co.in](http://www.twic.co.in)

E-mail : [admin@twic.co.in](mailto:admin@twic.co.in)

**(i)Chennai Rivers Restoration Trust**

Chairperson : Thiru K. Muruganandham, I.A.S.,

Member Secretary : -

Office Address : No.6/103, Dr. D.G.S. Dinakaran Salai,  
Raja Annamalaipuram,  
Chennai – 600 028.

Telephone Numbers:

Office : 044- 2461 4523  
Residence : -----

Web Site : [chennairivers.gov.in](http://chennairivers.gov.in)

E-mail : [po.crrt@gmail.com](mailto:po.crrt@gmail.com)

**(j) New Tirupur Area Development Corporation Limited**

Chairman : Dr D. Karthikeyan, I.A.S

Managing Director : Mr. Hanish Chhabra, I.A.S

Office Address : "Polyhose Towers", First Floor, No.86,  
Mount Road, Guindy,  
Chennai 600 032.

#### Telephone Numbers:

Office	:	+91 44 2235 1890 +91 44 2235 1891
Residence	:	-----
Web Site	:	<a href="http://www.ntadcl.in">www.ntadcl.in</a>
E-mail	:	contactus@ntadcl.com

#### **4. WORKING HOURS OF THE DEPARTMENT:**

The Department follows a five day week and the working hours are as follows:-  
10.00 A.M. to 5.45 P.M.  
(Lunch Break : 1.30 P.M. to 2.00 P.M.)



## 5. URBAN LOCAL BODIES

(i) At present there are 25 City Municipal Corporations, 134 Municipal Councils and 490 Town Panchayats in the State. The 25 Municipal Corporations of the state are as shown below:

Sl.No.	Municipal Corporation
1	Chennai
2	Coimbatore
3	Madurai
4	Tiruchirapalli
5	Tiruppur
6	Salem
7	Vellore
8	Erode
9	Tirunelveli
10	Thoothukudi
11	Thanjavur
12	Dindigul
13	Hosur
14	Nagercoil
15	Avadi
16	Cuddalore
17	Kancheepuram
18	Karur
19	Sivakasi
20	Tambaram
21	Kumbakonam
22	Karaikudi
23	Namakkal
24	Pudukottai
25	Tiruvannamalai

The grade wise classification of the 24 Municipal Corporation (Except Greater Chennai Corporation) in the State and their basis is shown in the below table. The complete list of corporations is placed at Annexure I

<b>Sl. No.</b>	<b>Grade</b>	<b>No. of corporations</b>	<b>Population (in lakhs)</b>
1	Special Grade(A)	3	above 15.00
2	Special Grade(B)	3	10.00 - 15.00
3	Selection Grade	5	5.00 – 10.00
4	First Grade	3	3.00 – 5.00
5	Second Grade	10	below 3.00
	<b>Total</b>	<b>24</b>	

The grade wise classification of the 134 Municipal Councils in the State and their basis is shown in the below table. The complete list of Municipal councils is placed at Annexure II

<b>Sl. No.</b>	<b>Grade</b>	<b>No. of Municipalities</b>	<b>Annual Income (Rs.in Crore)</b>
1	Special Grade	13	above 15.00
3	Selection Grade	28	9.00 – 15.00
4	First Grade	31	6.00 – 9.00
5	Second Grade	62	below 6.00
	<b>Total</b>	<b>134</b>	

The grade wise classification of the 490 Town Panchayats in the State and their basis is shown in the below table. The complete list of Town Panchayaths is placed at Annexure III

<b>Sl. No.</b>	<b>Grade</b>	<b>No. of Town Panchayats</b>	<b>Annual Income (Rs. in lakh)</b>
1	Special Grade	62	Above 200.00
2	Selection Grade	179	100.00 - 200.00
3	First Grade - I	190	50.00 - 100.00
4	Second Grade - II	59	Upto 50.00
	<b>Total</b>	<b>490</b>	

## **(ii) Subjects allotted to ULBs**

The Department of Municipal Administration and Water Supply was formed in 1984, after bifurcation from the Rural Development and Local Administration Department of Secretariat. According to the allocation of subjects as per the Business Rules, this Department has been allocated the following items of work:

- Roads and bridges vesting in Municipal Councils and Municipal Corporations.
- Corporations of Chennai, Madurai, Coimbatore, Tiruchirappalli, Tirunelveli, Salem, Tiruppur, Erode, Vellore, Toothukudi, Dindigul, Thanjavur, Hosur, Nagercoil, Avadi, Tambaram, Kancheepuram, Cuddalore, Sivakasi, Karur, Kumbakonam, Karaikudi, Namakkal, Pudukottai and Thiruvannamalai Elections relating to Municipal Corporations and Municipal Councils and Town Panchayats
- Fees (Licence fees levied by Town Panchayats, Municipal Councils and Municipal Corporations in respect of Public Health matters).
- Local Boards – General Administration and all matters relating to them not specifically assigned to other Departments.
- Town Panchayats Municipal Councils and Municipal Corporations– Audit report.
- Building Permission-Development works in Town Panchayats Municipal Councils and Municipal Corporations.
- Local Self Government, that is to say, the constitution and powers of Town Panchayats Municipal Councils and Municipal Corporations.
- Markets
- Municipal Councils Constitution, abolition and dissolution and General Administration and all matters relating to them not specifically assigned to other departments.
- Public Services – Statutory Rules of the services with which this department is concerned – Revision and amendments to those rules.
- Sanction of prosecution of Government servants.
- State Works and Buildings under the administrative control of this department.
- Taxes on advertisements other than advertisements published in news papers leviable by Town Panchayats Municipal Councils and Municipal Corporations.
- Taxes on animals.
- Taxes on lands and buildings. Taxes on professions, trades, callings and employments.

- Theatres and dramatic performance, Cinemas (Places of Public Resort Act)
- The Tamil Nadu Water Supply and Drainage Board.
- Tolls (including tolls on vehicles and animals entering a notified festival area of Town Panchayats ,Municipal Councils and Municipal Corporations)
- Zoological gardens
- Chennai Metropolitan Water Supply and Sewerage Board.
- Fees (Licence fees levied by Town Panchayats Municipal Councils and Municipal Corporations in respect of Public Health matters).
- Pilgrim Tax
- Entertainment Tax

# **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

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

1. This Department is headed by a Principal Secretary to Government of Tamil Nadu, who is a senior IAS officer. The Principal Secretary is the administrative head of the Department and principal adviser to the Minister on all matters of policy and administration relating to this Department. He is assisted by Additional Secretary/ Joint Secretary, three Deputy Secretaries and six Under Secretaries. The Officers and Employees of this Department exercise the administrative and financial powers as laid down in the Secretariat Office Manual, Tamil Nadu Government Business Rules and Secretariat Instructions and Tamil Nadu Financial code. This Department is responsible for formulation of policies of the Government in respect of welfare of the State and also for the execution and review of the policies pertaining to Municipal Administration and Water Supply Department . The powers and duties of the officers in the department of Secretariat are indicated below:-

### **(a)Principal Secretary to Government**

The Principal 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 the Additional Secretary / Joint Secretary, Deputy Secretaries and Under Secretaries and is responsible for seeing that the members of the staff do the work allotted to them efficiently and expeditiously. Policy matters and all important matters should be dealt with in consultation with the Principal 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 to them and submit to Principal Secretary such cases as may be specified. They can send cases for orders directly to the Minister with reference to the general directions of the Principal 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 their charge both in regard to dispatch of business and in regard to discipline.

2. This Department consists of 29 sections and the functioning of these sections is tabulated below:-

Sl. No.	Sections	Details of subjects dealt with	
1.	OP-1	(1)	<ul style="list-style-type: none"> <li>All establishment and Service matters of all staff of Municipal Administration and Water Supply Department</li> <li>Departmental Training to IAS Probationers and Probationary Deputy Collectors, IAS Officers by selection.</li> <li>Proposal for IAS Officers by selection</li> </ul>
		(2)	<ul style="list-style-type: none"> <li>Reports relating to strike /Dharna/Agitations etc., (Subject not related to any other sections)</li> <li>Implementation of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 of Municipal Administration and Water Supply Department</li> </ul>
2.	OP-2	(1)	<ul style="list-style-type: none"> <li>Supply of Stationery and Furniture</li> <li>Sanction of Contingency bills, Recoupment Bills and Tour Advance, T.A., MRB, Telephones and L.T.C.</li> <li>Budget –Municipal Administration and Water Supply Department, Secretariat</li> </ul>
		(2)	<ul style="list-style-type: none"> <li>All Secretaries meeting</li> <li>Inspection relating to Municipal Administration and Water Supply</li> <li>Maintenance of Department website.</li> <li>Maintenance of G.O. and Circulation Registers,</li> </ul>
3.	Bills	(1)	Matters relating to drawal and disbursement of salaries pertaining to the staff of the Department
		(2)	<ul style="list-style-type: none"> <li>All kinds of bills of self drawing officers,</li> <li>Maintenance of Service Books,</li> </ul>

4.	MA-1		<ul style="list-style-type: none"> <li>• All matters relating to Building and Building Rules,</li> <li>• All regulations relating to Urban Planning, Swimming Pools Act, 2015.</li> <li>• Tamil Nadu Public Building Licensing Act, 1965</li> <li>• Tamil Nadu State Policy on Senior Citizens, 2022</li> </ul>
5.	MA-2	(1)	<ul style="list-style-type: none"> <li>• All matters relating to Atal Mission for Rejuvenation and Urban Transformation (AMRUT)</li> <li>• Smart Cities</li> <li>• Swachh Bharat Mission(Urban), Swachh Bharat Mission 2.0</li> </ul>
		(2)	<ul style="list-style-type: none"> <li>• Tamil Nadu Sustainable Urban Development Programme (TNSUDP)</li> <li>• All matters relating to kfw assisted sustainable Municipal Infrastructure Financing–Tamil Nadu (SMIF-TN) Programme,</li> <li>• Water and Sanitation Pooled Fund,</li> </ul>
6.	SS&FC		Matters relating to release of Devolution Grant, Capital Grant Fund, Operational and Maintenance Gap Filling Fund under State Finance Commission to Municipal Corporations, Municipal Councils and Town Panchayats
7.	MA-3	(1)	Matters of Municipal Councils relating to Exhibitions, Fairs, Festivals, Beggar Homes, Slaughter Houses, Burial grounds and Crematorium, Sewerage , Storm Water Drain,Roads and bridges, Street lights
		(2)	All matters relating to New Tiruppur Area Development Corporation, Tamil Nadu Water Investment Company (TWIC),Green Rameshwaram, Water Supply Schemes relating to Directorate of Municipal Administration in respect of Municipal Councils
8.	MA-4	(1)	All matters relating to levy of taxes in municipal Councils - license fees,Water charges- Electricity charges in respect of Municipal Councils,Cess, Property Tax, Water Tax, Vacant Land tax,D&O Trade License and charges payable by Municipal Councils, Fixing levy rights in Municipal lands and Cinema houses, Cattle pound, mines and quarries
		(2)	Solid Waste Management Rules, 2016 other Waste management Rules and issues relates to Solid Waste Management in all Urban Local Bodies,Matters relating to co-ordination and consolidation of NGT matters,Markets, Bus stands in Municipal Councils, Car stand, Shops and stalls inside the markets, Bus stands lease of land,
9.	MA-5	(1)	Matters of municipal Councils relating to all Land matters and removal of encroachments, Buildings, Parks, Playfields and Open Space Regulation
		(2)	Matters of Municipal Councils relating to Constitution and Upgradation of Municipal Councils, General Administrative matters relating to Municipal Councils,Naming of Municipal properties including roads, Installation of portraits and statues in Municipalities, Details of water bodies – NGT cases in respect of all Urban Local Bodies,
10.	ME-1	(1)	All Establishment matters of Municipal Commissioners and Officers of Tamil Nadu Institute of Urban Studies, Coimbatore

		(2)	All Establishment matters including Disciplinary cases relating to staff in Municipal Establishment (except Engineering, Water supply, Town Planning and Public Health) – General Establishment matters of all Municipal Councils.
11.	ME-2		All Disciplinary cases relating to Director of Municipal Administration Department, Safai Karamcharies, Manual Scavenging Act 2013
12.	ME-3	(1)	All Establishment matters including Disciplinary cases relating to Municipal Engineering, Water Supply and Town Planning, Establishment matters
		(2)	<ul style="list-style-type: none"> <li>• Matters relating to Public Health Staff including NMRs of all Municipal Councils,</li> <li>• Matters relating to Municipal Pensioners</li> </ul>
13.	ME-4		<ul style="list-style-type: none"> <li>• Vigilance cases in respect of all Municipal Councils, Corporations, Chennai Metropolitan Water Supply and Sewerage Board and Tamil Nadu Water Supply and Drainage Board</li> </ul>
14.	MC-1	(1)	All Schemes relating to Greater Chennai Corporation
		(2)	Financial matters including tax and Audit Chennai Rivers Restoration Trust(CRRT)
15.	MC-2		<ul style="list-style-type: none"> <li>• Matters relating to land Acquisition, lease, assignment and alienation and encroachments of lands and buildings of Greater Chennai Corporation</li> <li>• Regulation of Hoardings including Wall Posters and Digital Banners,</li> <li>• All Matters relating to Parks and Playfields</li> </ul>
16.	MC3	(1)	<ul style="list-style-type: none"> <li>• Establishment matters including disciplinary cases relating to A &amp; B categories of staff in Greater Chennai Corporation including Public Health.</li> </ul>
		(2)	Establishment matters including disciplinary cases relating to C & D categories of staff in Greater Chennai Corporation including Public Health
17.	MC-4	(1)	Subject relating to the Schemes and Establishment matters in respect of Madurai, Sivakasi and Avadi Corporations
		(2)	Subject relating to the Schemes and Establishment matters in respect of Coimbatore, Karur and Kanchipuram Corporations
18.	MC-5		<ul style="list-style-type: none"> <li>• Subject relating to the Schemes and Establishment matters in respect of Tiruchirapalli, Tirunelveli, Salem, Thoothukudi and Thanjavur Corporations</li> <li>• Land matters including removal of encroachment from water bodies in Municipal Corporations</li> </ul>
19.	MC-6		Subject relating to the Schemes and Establishment matters in respect of, Erode, Vellore, Tiruppur, Cuddalore and Kumbakonam Corporations



20.	MC-7		Subject relating to the Schemes and Establishment matters in respect of Dindigul , Tambaram, Hosur and Nagercoil Corporations
21.	WS1	(1)	Matters relating to Urban Water Supply including Administrative approval in respect of Districts of Kanchipuram, Tiruvallur, Vellore, Nilgiris, Tiruvannamalai, Thiruvallur, Salem, Coimbatore, Dharmapuri, Erode, Nagapattinam, Namakkal, Krishnagiri, Chengalpattu, Thirupathur, Ranipettai, Tiruppur and Mayiladuthurai
		(2)	JJM - Water supply schemes under Jal Jeevan Mission, Jal Sakthi Abhiyan ; Rain Water Harvesting, Re-use / Re-cycle of used water, Bore Wells
22	WS2		<ul style="list-style-type: none"> <li>All Matters relating to Urban Water Supply Schemes including Administrative approval in respect of Districts of Tiruchirapalli, Karur, Pudukottai, Thanjavur, Perambalur, Tirunelveli, Thoothukudi, Dindigul, Madurai, Virudhunagar, Sivaganga, Ramanathapuram, Theni, Cuddalore, Ariyalur, Kanniyakumari and Villupuram.</li> <li>Disaster Management other than Greater Chennai Corporation</li> <li>All Establishment matters relating to Tamil Nadu Water Supply and Drainage Board (except Vigilance cases)</li> </ul>
23	Metro Water	(1)	<ul style="list-style-type: none"> <li>All Water Supply and Sewerage Schemes of CMWSSB for Chennai and added areas schemes aided by World Bank, Kfw etc., (EAP)</li> </ul>
		2)	Establishment matters relating to CMWSSB except Vigilance cases, including Board meeting of CMWSSB.
24.	Budget	(1)	<ul style="list-style-type: none"> <li>All matters relating to Monitoring and consolidation of Legislative Assembly questions / Assurances /Inspection Reports / Performance Audit / Other A.G. Audit paras</li> <li>PAC/PUC/Estimate Committee</li> </ul>
		(2)	<ul style="list-style-type: none"> <li>All matters relating to Demand No.34, Municipal Administration Budget and Finance</li> <li>Consolidation work relating to schemes, Cut Motion, Call Attention, Expected Questions during Assembly Session</li> <li>State Sub-Plan (SC/ST) NITI Ayog (Subject / Schemes not related to any other section)</li> <li>E- Samiksha / PRAGATI,</li> <li>State Planning Commission (Only Departmental Schemes related other references should go to the concerned sections dealing with the subjects)</li> <li>Inauguration by the Hon'ble Chief Minister and other V.I.Ps,</li> </ul>
25.	General	(1)	<ul style="list-style-type: none"> <li>Consolidation of Muthalvarin Mugavari Petitions (CM Cell Petitions, etc.,) Court cases and fee bills</li> <li>Sustainable Development Goals , Climate Change</li> <li>CCMS Updation and meeting Wet lands</li> </ul>
		(2)	RTI Consolidation, Subjects not specifically allotted to any of the sections in MA&WS Department, Collectors conference, Government Achievements and Annual Magazine (Andu Malar)

26.	Election	(1)	Conduct of Elections to Town Panchayats, Municipal Councils and Corporations, Delimitation of Wards in Town Panchayats, Municipal Councils, Corporations .
		2)	All Legislation matters relating to Municipal Administration (except Rules, Notifications etc. Preparation of Common Act applicable to all ULBs and rules under the said Act , All matters relating to the TN Local Bodies Ombudsman
27	TP-1		All Establishment matters relating to Town Panchayats
28	TP-2		All Schemes and other matters relating to Town Panchayats except establishment, Vigilance cases and disciplinary cases
29	TP-III		All Disciplinary cases and Vigilance cases of all Town Panchayats

## **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

### **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, Tamil Nadu Government Servants' (Condition of Service) Act, 2016 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 / Principal 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.

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

# **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

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 Municipal Administration and Water Supply Department, the provisions contained in the “Secretariat Office Manual” are followed.

2. The day-to-day administrative functioning is governed, by various set of Acts and Rules and instructions issued by the Government from time to time. Some of the commonly used Acts/Rules/Manuals are as follows:-

- (i) Secretariat Office Manual
- (ii) The Tamil Nadu Government Business Rules and Secretariat Instructions
- (iii) The Tamil Nadu Government Servants Conduct Rules, 1973
- (iv) Tamil Nadu State and Subordinate Service Rules
- (v) Fundamental Rules
- (vi) Tamil Nadu Government Servants' (Condition of Service )Act, 2016
- (vii) Tamil Nadu places of Public Report Act 1888
- (viii) Tamil Nadu Public Buildings Lisencing Act, 1965
- (ix) Tamil Nadu Water Supply and Drainage Board Act, 1970
- (x) Chennai Metropolitan Water Supply and Drainage Act, 1978
- (xi) Chennai Metropolitan Area Ground Water (Regulation) Act, 1987
- (xii) Tamil Nadu Animals and Birds in Urban Areas (Control and Regulation) Act, 1997
- (xiii) Tamil Nadu Urban Local Bodies Act, 1998
- (xiv) Tamil Nadu Urban Local Bodies Rules, 2023
- (xv) Tamil Nadu Local Authorities Entertainments Tax Act, 2017
- (xvi) Tamil Nadu Local Bodies Ombudsman Act, 2014

## **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

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

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

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.
4.	Name of the document:	Tamil Nadu State and Subordinate Service Rules.
	Type of the Rules:	The rules are made under the proviso to article 309 of the Constitution of India governing the service conditions of members of State and Subordinate Services.

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

12.	Name of the document:	Tamil Nadu Land Acquisition Act,1978
	Type of the Act:	For formation of Roads, water supply works etc.
13.	Name of the document:	Tamil Nadu Urban Local Bodies Act, 1998
	Type of the Act:	It governs the Town Panchayats, Municipal Council and Municipal Corporations
14.	Name of the document:	Tamil Nadu Water Supply and Sewerage Act, 1970
	Type of the Act:	It governs the TWAD Board.
15.	Name of the document:	Chennai Metropolitan Water Supply and Sewerage Act, 1978
	Type of the Act:	It governs the CMWSS Board.
16.	Name of the document:	Guidelines issued by the Government of India.
	Type of the Guidelines: (SJSRY)	To provide gainful employment to the urban unemployed or underemployed poor through encouraging the setting up of self-employment ventures or provision of wage employment.
17.	Name of the document	Chennai Metropolitan Area Ground Water (Regulation) Act, 1987
	Type of the Act:	It governs the ground water.
18.	Name of the document	Tamil Nadu Animals and Birds in Urban Areas (Control and Regulation) Act, 1997
	Type of the Act:	It governs the Animals and Birds in Urban Areas.
19.	Name of the document	Tamil Nadu Local Authorities Entertainments Tax Act, 2017
	Type of the Act:	It governs the Local Authorities Entertainments Tax.
20.	Name of the document	Tamil Nadu Public Buildings Lisencing Act, 1965
	Type of the Act:	It governs the Public Buildings Lisencing.
21.	Name of the document	Tamil Nadu Local Bodies Ombudsman Act, 2014
	Type of the Act:	It governs the Tamil Nadu Local Bodies Ombudsman.
22.	Name of the document	Tamil Nadu places of Public Report Act 1888
	Type of the Act:	It governs the places of Public Report Act

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

- (i) The Tamil Nadu Urban Local Bodies Act, 1998
- (ii) The Tamil Nadu Urban Local Bodies Rules, 2023



## **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

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, important projects have provisions for public consultations especially from an environmental and social perspective. The suggestions and views on policy matters and programmes received from the public/Non-Governmental Organisations are given due weightage by this department in formulating policies and programmes. The recommendations/ observations made by the Public Accounts Committee/ Public Undertakings Committee/ Assurance Committee / Petitions Committee, etc. of the Legislative Assembly are also acted upon by this Department.

## DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY

A statement of the Boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those Boards, Councils, Committees and other bodies are open to the public, or the minutes of such meetings are accessible for public under section 4(1) (b) (viii) of Right to information Act, 2005.

a) High Level Committee:

(i)	Purpose	
	To sort out the issues with the Line Departments for speedy implementation of Water Supply and Under Ground Sewerage Schemes (G.O.(Ms) No.105, Municipal Administration and Water Supply (WS-I) Department, dated 25.08.2014)	
(ii)	Details of Members	
1	Chief Secretary	Chairman
2	Principal Secretary to Government Municipal Administration and Water Supply Department	Member
3	Principal Secretary to Government Highways & Minor Ports Department	Member
4	Principal Secretary to Government, Public Works Department	Member
5	Principal Secretary to Government, Environment and Forest Department	Member
6	Secretary to Government Revenue Department	Member
7	Secretary to Government Energy Department	Member

8	Chief General Manager, National Highways Authority of India	Member
9	General Manager, Southern Railways Representatives	Member
10	Managing Director, Tamil Nadu Water Supply and Drainage Board	Member/ Convenor
11	Managing Director, Chennai Metro Politan Water Supply and Sewerage Board	Member/ Convenor
12	Director of Municipal Administration	Member/ Convenor

Frequency of Committee Meeting: Once in three months.

**(b) Empowered Committee:**

(i)	Purpose	
	For sanctioning, finalizing the means of finance including the quantum of capital grants and according approval for sub-projects funded under KfW assisted SMIF-TN-II-1 Programme. (G.O.(Ms) No. 83, Municipal Administration and Water Supply (MA-II) Department, dated 10.06.2015)	
(ii)	Details of Members	
1	Hon'ble Minister (Municipal Administration)	Chairman
2	Chief Secretary to Government	Member
3	Principal Secretary to Government Municipal Administration and Water Supply Department	Member
4	Principal Secretary to Government Finance Department	Member
5	Director of Municipal Administration	Member
6	Director of Town Panchayats	Member

7	Chairperson and Managing Director, Tamil Nadu Urban Infrastructure Financial Service Limited.	Member / Convenor
---	---	-------------------

Frequency of Committee Meeting : At appropriate times.

**(c) Chennai Rivers Restoration Trust**

(i)	Purpose	
	To engage in the formulation, development, establishment, improvement of Eco parks in the State of Tamil Nadu and eco- restoration of rivers, water bodies and waterways with the view to maintain eco balance, water conservation, minimise and mitigate the pollution. (G.O. (Ms) No. 15, Municipal Administration and Water Supply (MC-I) Department, dated 22.01.2010)	
(ii)	Board of Trustees	
1	Chief Secretary	Chairman
2	Principal Secretary to Government Finance Department	Member
3	Principal Secretary to Government Municipal Administration and Water Supply Department	Member
4	Principal Secretary to Government, Highways Department	Member
5	Principal Secretary to Government Public Works Department	Member
6	Principal Secretary to Government, Environment and Forest Department	Member
7	Commissioner, Corporation of Chennai	Member
8.	Chairperson and Managing Director Tamil Nadu Urban Infrastructure Financial Services Limited (TNUIFSL)	Member Secretary

Frequency of Committee Meeting : At appropriate times.

## DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY

Directory of Officers and Employees under Section 4(1)(b)(ix)  
of Right to Information Act, 2005

Sl.No.	Name and Designation of Officer	Telephone Number (STD Code No. 044)	Intercom
1.	Dr.D.Karthikeyan, I.A.S., Principal Secretary to Government  Fax No	2567 0491  2567 9866	5684
	<b>JOINT SECRETARY</b>		
2.	Tmt.K. Karpagam, I.A.S., Joint Secretary to Government	2567 1026	5553
	<b>ADDITIONAL SECRETARY</b>		
3.	Thiru S.Ramanathan,B.Com, M.A,P.G.D.P.M + I.R. Additional Secretary to Government	2567 2168	5778
	<b>DEPUTY SECRETARIES</b>		
4.	Tmt D.K.Sheila Grieta, M.A (Public Administration), PGDLA, Deputy Secretary to Government	044-2567 1626	5269
5.	Tmt M.A.Sajitha, B.Sc., Deputy Secretary to Government.	044-2567 6317	5286
6.	Thiru S.Karthikeyan, B.Sc (Agri), Deputy Secretary to Government	044-2567 5061	5342

Sl.No.	Name and Designation of Officer	Telephone Number (STD Code No. 044)	Intercom
	<b>UNDER SECRETARIES</b>		
1.	Tmt P.Kumari, B.Sc., B.Ed.,, Under Secretary to Government (OP-I, OP-II, ME- I , MC - V ,Bills and TP-I Sections)	044-2566 5176	5176
2.	Tmt N.Jayanthi, B.Sc., M.A., Under Secretary to Government (MA-II, MA -V, ME- III and ME-IV Sections)	044-2566 5979	5979
3.	Tmt C.Premavathy, B.Com.,M.B.A., Under Secretary to Government (MW, WS-I, WS-II and Election Sections)	044-2566 5582	5582
4.	Tmt A.Umamaheswari,B.Sc., M.B.A., Under Secretary to Government (MA-I, MA-III, MC -VI , MC -VII and TP-III Sections)	044-2566 5596	5596
5.	Tmt J.Amudha B.Sc., Under Secretary to Government (Budget, MA-IV, ME-II, General and SS & FC Sections)	044-2566 5745	5745
6.	Thiru S.Ponmuthu, M.A.,B.L., Under Secretary to Government (MC-I, MC-II, MC-III , MC-IV and TP-II Sections)	044-2566 5860	5860

# DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY

## WOMEN STAFF LIST

Sl. No.	Name and Designation Tmt/Selvi	Telephone Number (STD Code No. 044)	Sections
	<b><u>PRINCIPAL PRIVATE SECRETARY TO PRIVATE SECRETARY</u></b>		
1	Tmt J. Bharathi	25665744	Principal Private Secretary to the Principal Secretary to Govt.
	<b><u>PRIVATE SECRETARY TO THE JOINT SECRETARY</u></b>		
2	Tmt.J.Muzarath Banu	2566 5744	Private Secretary to the Joint Secretary
	<b><u>SECTION OFFICERS</u></b>		
3	S.Geetha	25665744	TP3
4	P.Jenney	25665744	MC5
5	K.Jenny Rekha	25665744	TP2
6	A.Joanna jacinth	25665744	SS&FC
7	R.Kowsalya	25665744	MC6
8	O.M.Mahalakshmi	25665744	OP1
9	A.Rajalakshmi	25665744	MC2
10	R.Sivagamasundari	25665744	MC7
11	M.Praveena	25665744	MW
12	D.Vennila	25665744	ME2

	<b><u>ASSISTANT SECTION OFFICERS</u></b>		
13	R.Chellamani	25665744	OP1
14	K.Dhanam	25665744	OP2
15	J.Elakyavathani	25665744	ME3
16	M.Jayachithra	25665744	WS2
17	K.Mythili	25665744	ME4
18	M.S.Prema(Maternity Leave)	25665744	-
19	J.Pushpalatha	25665744	OP1
20	S.Saraswathi	25665744	MC7
21	G.Sathyapriya	25665744	MA4
22	P.Soorya	25665744	OP2
23	S.Vijayalakshmi	25665744	MW
24	M.Sundari	25665744	BILLS
25	S.M.Aneeshiya Begum	25665744	BILLS
	<b><u>PERSONAL ASSISTANT</u></b>		
26	S.Savithri	25665744	PA to ADS (R) chamber
27	D.Pushpavalli	25665744	PA to DS(K) chamber
	<b><u>SENIOR PERSONAL CLERK</u></b>		
28	K.Dhanalakshmi(Maternity Leave)	25665744	-
29	B.Sowmiya	25665744	Senior PC to DS(S) chamber
30	S.Jeyabharathi	25665744	Senior PC to DS(SG) chamber
	<b><u>PERSONAL CLERK</u></b>		
31	V.Tamizhselvi	25665744	-



	<b><u>ASSISTANTS</u></b>		
32	K.Gayathri	25665744	MC3
33	M.Fairosebanu	25665744	TP1
34	D.Sangeetha	25665744	MC6
35	K.Kayathiri	25665744	WS1
36	R.Deeksha	25665744	SS&FC
37	A.Bhuvaneshwari	25665744	MW
38	S.Divya	25665744	TP1
39	C.Santhiya	25665744	BILLS
	<b><u>SENIOR TYPISTS</u></b>		
40	S.M.Dhanya Lakshmi	25665744	MA-4
	<b><u>TYPISTS</u></b>		
41	A.M.Suganthi	25665744	OP1
42	R.Mohana(Maternity Leave)	25665744	-
43	K.Keerthana(Maternity Leave)	25665744	-
44	A.Abinaya	25665744	MA2
	<b><u>RECORD CLERK</u></b>		
45	S.Sangeetha	25665744	BILLS
	<b><u>OFFICE ASSISTANTS</u></b>		
46	K.Jeyanthi	25665744	OP-I
47	R.Selvi	25665744	OP-I

# DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY

## MALE STAFF

Sl. No.	Name and Designation Tvl.	Telephone Number (STD Code No. 044)	SECTIONS
	<b><u>SECTION OFFICERS</u></b>		
	<b><u>THIRU/TMT</u></b>		
1	T.Arunkumar	25665744	MC-I
2	N.Balusamy	25665744	ME-I
3	A.Jegannathan	25665744	WS2
4	R.Kamaraj	25665744	MA2
5	O.Karthigeyan	25665744	ME3
6	R.Kannan	25665744	WS1
7	M.Kumaravel Bolshevik	25665744	MC-IV
8	M.Manogaran	25665744	TP-I
9	G.Muthukumar	25665744	ME-IV
10	C.Ramesh	25665744	BUDGET
11	C.Ram Vasanthakumar	25665744	MA-III
12	M.S.Sathis Kumar	25665744	MA-V
13	R.Senthilnaathan	25665744	MC3
14	C.Gopalakrishnan	25665744	ELECTION
15	S.Sivasurya Narayanan	25665744	OP2
16	D. Umasankar	25665744	MA1
17	R.Vijayakumar	25665744	GENERAL
18	B.Muniraj	25665744	MA4
19	S. Manoj Kumar- Bills	25665744	BILLS

	<b><u>ASSISTANT SECTION OFFICERS</u></b>		
20	A.Anandakumar	25665744	TP1
21	R.Anand	25665744	TP1
22	M.Balamurugan	25665744	ME2
23	S.Boobalan	25665744	ELECTION
24	P.Dasarathan	25665744	ME3
25	P.M.Daya	25665744	MA-5
26	K.Ganeshkumar	25665744	MA-3
27	A.Giridharan	25665744	ME-4
28	N.Kamalakannan	25665744	MA-3
29	R.Karthikeyan	25665744	MC3
30	K.Mahendran	25665744	TP3
31	P.Nagaraj	25665744	MC5
32	R.Lenin	25665744	MC1
33	M.Pirakash	25665744	ME1
34	S.Rajasekaran	25665744	MC-2
35	P.Sankar	25665744	MC6
36	S.M.Sasikumar	25665744	MA1
37	S.Senthilkumar	25665744	MC4
38	L.Srinivasan	25665744	WS1
39	S.Srinivasan	25665744	MW
40	C.Sugandiran	25665744	MA-2
41	B.N.Sudarsan	25665744	MA1
42	C.Kirubakaran	25665744	MC-3
43	K.Krishnamoorthy	25665744	BUDGET
44	J.Veeravanjinathan	25665744	GENERAL
45	M.Vijayakumar	25665744	SS&FC

46	C.Ramesh Kumar	25665744	MC4
47	M.B.Ananthkumar	25665744	MA5
48	A.Jamshed Basha	25665744	GENERAL
49	M.Ramesh	25665744	WS2
50	C.S.Ravikanth	25665744	BUDGET
51	D.Vigneswaran	25665744	MA2
52	R.Vetriselvan	25665744	ELECTION
	<b><u>ASSISTANTS</u></b>		
53	D.Dhilipkumar	25665744	MC1
54	M.Tamilselvan	25665744	MA4
55	K.V.Senthilkumar	25665744	ME4
56	A.Jayanravipirakash	25665744	BUDGET
	<b><u>TYPIST</u></b>		
57	R.Kandasamy	25665744	OP-I
	<b><u>RECORD ASSISTANT</u></b>		
56	R.Kannan	25665744	OP-I
	<b><u>RECORD CLERKS</u></b>		
57	R.Karthik	25665744	TAPPAL
58	T.S.Anand Kumar	25665744	OP-I
	<b><u>DESPATCH ASSISTANT</u></b>		
59	K.Karthikeyan	25665744	OP-II
	<b><u>OFFICE ASSISTANTS</u></b>		

60	B.Vasu	25665744	OP-I
61	Yenduri Babu	25665744	OP-I
62	A.Tamilvaanan	25665744	OP-I
63	R.Manokumar	25665744	OP-I
64	M.Srinivasan	25665744	OP-I
65	R.Srinivasan	25665744	OP-I

## DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY

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

Sl. No.	Name of the Officer Tvl./Tmt.	Designation
<b>Principal Secretary to Government [IAS.HAG Scale -Level 15 (182200-224100)]</b>		
1.	Dr. D. Karthikeyan, I.A.S.,	Principal Secretary to Government
<b>Joint Secretary to Government [IAS.Sr Scale (ii) Jr Admv Grade - Level 12 (78800-209200)]</b>		
1.	K.Karpagam, I.A.S.,	Joint Secretary to Government
<b>Joint Secretary to Government</b>		
1.	V.Karuppasamy	Joint Secretary(Retired) - Legal Matters
2.	K.Sridharan	Joint Secretary(Retired) - Consultant
<b>Additional Secretary to Government[TNGS Time Scale.Level 31 (125200 - 254800)]</b>		
1.	S. Ramanathan	Additional Secretary to Government
<b>Deputy Secretary to Government [TNGS Time Scale.Level 26 (61900 -228100)]</b>		
1.	D.K.Sheila Grieta	Deputy Secretary to Government
2.	M.A.Sajitha	Deputy Secretary to Government
3.	S.Karthikeyan	Deputy Secretary to Government
<b>Under Secretary to Government [TNGS Time Scale.Level 25 (59300 -217600)]</b>		
1.	P.Kumari	Under Secretary to Government
2.	C.Premavathi	Under Secretary to Government
3.	A.Umamaheswari	Under Secretary to Government
4.	N.Jayanthi	Under Secretary to Government
5.	J.Amudha	Under Secretary to Government
6.	S.Ponmuthu	Under Secretary to Government

<b>Principal Private Secretary to Government [TNGS Time Scale.Level 26 (61900 - 228100)]</b>		
1.	J.Bharathi	Principal Private Secretary
<b>Section Officer [TNGS Time Scale.Level 22 (56100 -205700)] Tvl./Tmt./Selvi.</b>		
1.	T.Arunkumar	Section Officer
2.	N.Balusamy	Section Officer
3.	S.Geetha	Section Officer
4.	P.Jenney	Section Officer
5.	K.Jenny Rekha	Section Officer
6.	A.Jegannathan	Section Officer
7.	A.Joanna Jacinth	Section Officer
8.	R.Kamaraj	Section Officer
9.	O.Karthigeyan	Section Officer
10.	R.Kowsalya	Section Officer
11.	R.Kannan	Section Officer
12.	M.Kumaravel Bolshevik	Section Officer
13.	M.Manogaran	Section Officer
14.	O.M.Mahalakshmi	Section Officer
15.	G.Muthukumar	Section Officer
16.	A.Rajalakshmi	Section Officer
17.	C.Ramesh	Section Officer
18.	C.Ram Vasanthakumar	Section Officer
19.	M.S.Sathish Kumar	Section Officer
20.	R.Senthilnaathan	Section Officer
21.	R.Sivagamasundari	Section Officer
22.	C.Gopalakrishnan	Section Officer
23.	S.Sivasurya Narayanan	Section Officer
24.	D. Umasankar	Section Officer
25.	M.Praveena	Section Officer

26.	D.Vennila	Section Officer
27.	R.Vijayakumar	Section Officer
28.	B.Muniraj	Section Officer
29.	S. Manoj Kumar- Bills	Section Officer
<b>Private Secretary [TNGS Time Scale.Level 22 (56100 -205700)]</b>		
1.	J.Muzarath Banu, P.S.	Private Secretary
<b>Assistant Section Officer [TNGS Time Scale.Level 16 (36400 -134200)]</b>		
1.	A.Anandakumar	Assistant Section Officer
2.	R.Anand	Assistant Section Officer
3.	M. Balamurugan	Assistant Section Officer
4.	S.Boobalan	Assistant Section Officer
5.	R.Chellamani	Assistant Section Officer
6.	P.Dasarathan	Assistant Section Officer
7.	K.Dhanam	Assistant Section Officer
8.	P.M.Daya	Assistant Section Officer
9.	J.Elakyavathani	Assistant Section Officer
10.	M. Jayachithra	Assistant Section Officer
11.	K.Ganeshkumar	Assistant Section Officer
12.	A.Giridharan	Assistant Section Officer
13.	N.Kamalakannan	Assistant Section Officer
14.	R.Karthikeyan	Assistant Section Officer
15.	K.Mahendran	Assistant Section Officer
16.	K. Mythili	Assistant Section Officer
17.	P.Nagaraj	Assistant Section Officer
18.	R.Lenin	Assistant Section Officer
19.	M.S.Prema (Maternity Leave)	Assistant Section Officer
20.	J.Pushpalatha	Assistant Section Officer
21.	M.Pirakash	Assistant Section Officer
22.	S.Rajasekaran	Assistant Section Officer
23.	P. Sankar	Assistant Section Officer
24.	S.Saraswathi	Assistant Section Officer



25.	M.Sasikumar	Assistant Section Officer
26.	G.Sathyapriya	Assistant Section Officer
27.	S.Senthil kumar	Assistant Section Officer
28.	P.Soorya	Assistant Section Officer
29.	L.Srinivasan	Assistant Section Officer
30.	S. Srinivasan	Assistant Section Officer
31.	C. Sugandiran	Assistant Section Officer
32.	B.N.Sudarsan	Assistant Section Officer
33.	C.Kirubakaran	Assistant Section Officer
34.	K.Krishnamoorthy	Assistant Section Officer
35.	J.Veeravanjinathan	Assistant Section Officer
36.	S.Vijayalakshmi	Assistant Section Officer
37.	M.Vijayakumar	Assistant Section Officer
38.	C.Ramesh kumar	Assistant Section Officer
39.	M.B.Ananthkumar	Assistant Section Officer
40.	A.Jamshed basha	Assistant Section Officer
41.	M.Ramesh	Assistant Section Officer
42.	C.S.Ravikanth	Assistant Section Officer
43.	D.Vigneswaran	Assistant Section Officer
44.	R.Vetriselvan	Assistant Section Officer
45.	M.Sundari -BILLS	Assistant Section Officer
46.	S.M. Aneeshiya Begum-BILLS	Assistant Section Officer
<b>Personal Assistant [TNGS Time Scale.Level 16 (36400 -134200)]</b>		
1.	S.Savithiri,	Personal Assistant
2.	D.Pushpavalli,	Personal Assistant
<b>Senior Personal Clerk [TNGS Time Scale.Level 11 (35400 -130400)]</b>		
1.	K.Dhanalakshmi(Maternity Leave)	Senior Personal Clerk
2.	B. Sowmiya	Senior Personal Clerk
3.	V.Thamizhselvi	Senior Personal Clerk
<b>Personal Clerk [TNGS Time Scale.Level 10 (20600 -75900)]</b>		
1.	S.Jeyabharathi	Personal Clerk

<b>Assistants [TNGS Time Scale.Level 9 (20000 - 73700)]</b>		
1.	D.Dhilip Kumar	Assistant
2.	K. Gayathri	Assistant
3.	M. Tamilselvan	Assistant
4.	K.V. Senthilkumar	Assistant
5.	M.Fairosebanu	Assistant
6.	D.Sangeetha	Assistant
7.	A.Jayanraviprakash	Assistant
8.	K. Kayathiri	Assistant
9.	R. Deeksha	Assistant
10.	A. Bhuvaneshwari	Assistant
11.	S.Divya	Assistant
12.	C.Santhiya - Bills	Assistant
<b>Senior Typist [TNGS Time Scale.Level 11 (35400 -130400)]</b>		
1.	S.M.Dhanyalakshmi	Senior Typist
<b>Typists [TNGS Time Scale.Level 8 (19500 - 71900)]</b>		
1	A.M.Suganthi	Typist
2	R.Mohana - Maternity Leave	Typist
3	K.Keerthana - Maternity Leave	Typist
4	A.Abinaya	Typist
5	R.Kandasamy	Typist
<b>Record Clerk [TNGS Time Scale.Level 2 (15900 - 58500)]</b>		
1	R.Karhtik	Record Clerk
2	T.S.Anand Kumar	Record Clerk
3	S.Sangeetha, Bills	Record Clerk
<b>Record Assistant [TNGS Time Scale.Level 8 (19500 - 71900)]</b>		
1	R.Kannan	Record Assistant

<b>Office Assistants (TNGS Time Scale.Level 1 (15700 - 58100))</b>		
1.	B. Vasu	Office Assistant
2.	K. Jeyanthi	Office Assistant
3.	Yenduri Babu	Office Assistant
4.	A.Tamilvaanan	Office Assistant
5.	R. Manokumar	Office Assistant
6.	M. Srinivasan	Office Assistant
7.	R. Srinivasan	Office Assistant
8.	R.Selvi	Office Assistant

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

## DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY

Budget allocation of each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made under section 4(i) (b) (xi) of Right to Information Act, 2005

The Department of Municipal Administration and Water Supply Department handles various Central Sector Schemes and Centrally Sponsored Schemes besides State Schemes. The details of the Budget Estimate for the year 2014-15 Heads of Department wise all are given below:-

### Municipal Administration and Water Supply Department

#### Budget Estimate 2024-2025

(Rupees in thousands)

Sl. No	Head of Department		Revenue	Capital	Loan	Total
1	34 01 Secretariat	Charged	1	...	...	1
		Voted	18,65,15	...	1,00,00	19,65,15
2	34 02 Commissionerate of Municipal Administration	Charged	1	...	...	1
		Voted	10,379,08,58	4,026,81,06	1,258,00,01	15,663,89,65
3	34 03 Directorate of Town Panchayats	Charged	1	...	...	1
		Voted	3,287,96,08	200,00,01	...	3,487,96,09
4	34 04 Tamil Nadu Water Supply and Drainage Board	Voted	147,30,02	5,034,70,01	1	5,182,00,04
5	34 05 Chennai Metropolitan Water Supply and Sewerage Board	Voted	393,81,48	1,110,63,01	...	1,504,44,49
	<b>Total</b>	Charged	3	...	...	<b>3</b>
		<b>Voted</b>	<b>14,226,81,31</b>	<b>10,372,14,09</b>	<b>1,259,00,02</b>	<b>25,857,95,42</b>

## **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

The manner of execution of subsidy programme, including the amounts allocated and the details of beneficiaries of such programmes under section 4(i) (b) (xii) of Right to Information Act, 2005

The Department does not directly administer any subsidy programmes and all its schemes and programmes are implemented through Directorate of Municipal Administration, Director of Town Panchayats, Greater Chennai Corporation, Tamil Nadu Water Supply and Drainage Board and Chennai Metropolitan Water Supply and Sewerage Board.

## **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

Particulars of recipients of concessions, permits or authorisations granted by it under section 4(i) (b) (xiii) of Right to Information Act, 2005

No concession or permit or authorisation has been granted to the individuals or firms or companies in the Department.

## DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY

Details in respect of the information available to or held by it, reduced in an electronic form under section 4(i)(b) (xiv) of Right to Information Act, 2005

(1)The Public can obtain information about the functioning of the Departments in the following web sites.

- (i) Web site of Municipal Administration and Water Supply Department  
<http://www.tn.gov.in>
- (ii) Web site of Director of Municipal Administration  
<http://cma.tn.gov.in>
- (iii) Website of Managing Director, TWAD Board  
<http://twadboard.govt.in>
- (iv) Website of Managing Director, CMWSS Board  
<http://chennaietrowater.tn.nic.in>
- (v) Website of Commissioner, Greater Chennai Corporation  
<http://www.chennaicorporation.gov.in>
- (vi) Website of Commissioner, Corporation of Madurai  
<http://www.maduraicorporation.com>
- (vii) Web site of Commissioner, Corporation of Trichy  
<http://www.tiruchirapallicorporation.com>
- (viii) Website of Commissioner, Corporation of Coimbatore  
<http://www.coimbatorecorporation.com>
- (ix) Web site of Commissioner, Corporation of Salem <http://www.salemcorporation.com>
- (x) Email.ID of Commissioner, Corporation of Tirunelveli  
[commr.tirunelveli@tn.gov.in](mailto:commr.tirunelveli@tn.gov.in)
- (xi) Email.ID of Commissioner, Corporation of Vellore  
[commr.vellore@tn.gov.in](mailto:commr.vellore@tn.gov.in)
- (xii) Email.ID of Commissioner, Corporation of Erode  
[commr.erode@tn.gov.in](mailto:commr.erode@tn.gov.in)
- (xiii) Email.ID of Commissioner, Corporation of Tiruppur  
[commr.tiruppur@tn.gov.in](mailto:commr.tiruppur@tn.gov.in)

- (xiv) Email.ID of Commissioner, Corporation of Toothukudi  
[commr.thoothukudi@tn.gov.in](mailto:commr.thoothukudi@tn.gov.in)
- (xv) Email.ID of Commissioner, Corporation of Thanjavur  
[commr.thanjavur@tn.gov.in](mailto:commr.thanjavur@tn.gov.in)
- (xvi) Email.ID of Commissioner, Corporation of Dindugul  
[commr.dindigul@tn.gov.in](mailto:commr.dindigul@tn.gov.in)
- (xvii) Email.ID of Commissioner, Corporation of Hosur  
[commr.hosur@tn.gov.in](mailto:commr.hosur@tn.gov.in)
- (xviii) Email.ID of Commissioner, Corporation of Nagercoil  
[commr.nagercoil@tn.gov.in](mailto:commr.nagercoil@tn.gov.in)
- (xix) Email.ID of Commissioner, Corporation of Avadi  
[commr.avadi@tn.gov.in](mailto:commr.avadi@tn.gov.in)
- (xx) Email.ID of Commissioner, Corporation of Kanchipuram  
[commr.kanchipuram@tn.gov.in](mailto:commr.kanchipuram@tn.gov.in)
- (xxi) Email.ID of Commissioner, Corporation of Karur  
[commr.karur@tn.gov.in](mailto:commr.karur@tn.gov.in)
- (xxii) Email.ID of Commissioner, Corporation of Cuddalore  
[commr.cuddalore@tn.gov.in](mailto:commr.cuddalore@tn.gov.in)
- (xxiii) Email.ID of Commissioner, Corporation of Sivakasi  
[commr.sivakasi@tn.gov.in](mailto:commr.sivakasi@tn.gov.in)
- (xxiv) Email.ID of Commissioner, Corporation of Tambaram  
[commr.tambaram@tn.gov.in](mailto:commr.tambaram@tn.gov.in)
- (xxv) Email.ID of Commissioner, Corporation of Kumbakonam  
[commr.kumbakonam@tn.gov.in](mailto:commr.kumbakonam@tn.gov.in)
- (xxvi) Email.ID of Commissioner, Corporation of Karaikudi  
[commr. Karaikudi @tn.gov.in](mailto:commr.Karaikudi@tn.gov.in)
- (xxvii) Email.ID of Commissioner, Corporation of Namakkal  
[commr. Namakkal @tn.gov.in](mailto:commr.Namakkal@tn.gov.in)
- (xxviii) Email.ID of Commissioner, Corporation of Pudukottai  
[commr. Pudukottai@tn.gov.in](mailto:commr.Pudukottai@tn.gov.in)
- (xxix) Email.ID of Commissioner, Corporation of Tiruvannamalai  
[commr. Tiruvannamalai@tn.gov.in](mailto:commr.Tiruvannamalai@tn.gov.in)
- (xxx) Website of Tamil Nadu Urban Finance and Infrastructure  
Development Corporation Limited  
<http://www.tufidco.in>
- (xxxi) Website of Tamil Nadu Urban Development Project  
<http://tnudp@tn.nic.in>



(xxxii) Website of New Tirupur Area Development Corporation Ltd.  
<http://ntadcl@vsnl.com>

(2) Important G.Os. and Policy Note 2024-2025 of MA&WS Department are  
available at <http://www.tn.gov.in>

## **DEPARTMENT OF MUNICIPAL ADMINISTRATION AND WATER SUPPLY**

Particulars of facilities available to citizens for obtaining  
Information under section 4(1) (b) (xv) of Right to  
Information Act, 2005

The public are posted with information through Online, Notice Board,  
Newspapers, Web site, Exhibitions and other means of advertising.

## ANNEXURE –I

### List of Municipal Councils

#### Municipal Councils

Sl. No.	District	Name of Municipal Councils
1	Ariyalur	Jayamkondan
2	Ariyalur	Ariyalur
3	Chengalpattu	Chengalpattu
4	Chengalpattu	Nandhivaram-Guduvancheri
5	Chengalpattu	Maduranthakam
6	Chengalpattu	Maraimalai Nagar
7	Coimbatore	Karumathampatti
8	Coimbatore	Karamadai
9	Coimbatore	Gudalur
10	Coimbatore	Pollachi
11	Coimbatore	Madukkarai
12	Coimbatore	Mettupalayam
13	Coimbatore	Valparai
14	Cuddalore	Chidambaram
15	Cuddalore	Tittakudi
16	Cuddalore	Nellikuppam
17	Cuddalore	Panruti
18	Cuddalore	Vadalur
19	Cuddalore	Virudhachalam
20	Dharmapuri	Dharmapuri
21	Dindigul	Palani
22	Dindigul	Oddanchatram
23	Dindigul	Kodaikanal
24	Erode	Gobichettipalayam
25	Erode	Sathyamangalam
26	Erode	Bhavani
27	Erode	Punjai Puliampatti
28	Kallakurichi	Ulundurpet
29	Kallakurichi	Kallakurichi

30	Kallakurichi	Tirukkoyilur
31	Kancheepuram	Kundrathur
32	Kancheepuram	Mangadu
33	Kanyakumari	Kuzhithurai
34	Kanyakumari	Colachel
35	Kanyakumari	Kollemcode
36	Kanyakumari	Padmanabhapuram
37	Karur	Kulithalai
38	Karur	Pallapatti
39	Karur	Pugalur
40	Krishnagiri	Krishnagiri
41	Madurai	Usilampatti
42	Madurai	Thirumangalam
43	Madurai	Melur
44	Mayiladuthurai	Sirkali
45	Mayiladuthurai	Mayiladuthurai
46	Nagapattinam	Nagapattinam
47	Nagapattinam	Vedaranyam
48	Namakkal	Rasipuram
49	Namakkal	Kumarapalayam
50	Namakkal	Tiruchengode
51	Namakkal	Pallipalayam
52	Nilgiris	Ooty
53	Nilgiris	Coonoor
54	Nilgiris	Gudalur
55	Nilgiris	Nelliylam
56	Perambalur	Perambalur
57	Pudukkottai	Arantangi
58	Ramanathapuram	Ramanathapuram
59	Ramanathapuram	Keelakarai
60	Ramanathapuram	Paramakudi
61	Ramanathapuram	Rameswaram
62	Ranipet	Arakkonam
63	Ranipet	Arcot
64	Ranipet	Ranipet

65	Ranipet	Sholinghur
66	Ranipet	Melvisharam
67	Ranipet	Walajapet
68	Salem	Attur
69	Salem	Edaganasalai
70	Salem	Edappadi
71	Salem	Tharamangalam
72	Salem	Narasingapuram
73	Salem	Mettur
74	Sivaganga	Sivagangai
75	Sivaganga	Devakottai
76	Sivaganga	Manamadurai
77	Tenkasi	Kadayanallur
78	Tenkasi	Sankarankovil
79	Tenkasi	Surandai
80	Tenkasi	Sengottai
81	Tenkasi	Tenkasi
82	Tenkasi	Puliyangudi
83	Thanjavur	Adiramapattinam
84	Thanjavur	Pattukkottai
85	Theni	Kumbum
86	Theni	Gudalur
87	Theni	Chinnamanur
88	Theni	Allinagaram
89	Theni	Periyakulam
90	Theni	Bodinayakanur
91	Thoothukudi	Kayalpattinam
92	Thoothukudi	Kovilpatti
93	Thoothukudi	Tiruchendur
94	Tiruchirappalli	Thuvakudi
95	Tiruchirappalli	Thuraiyur
96	Tiruchirappalli	Manaparai
97	Tiruchirappalli	Musiri
98	Tiruchirappalli	Lalgudi
99	Tirunelveli	Ambasamudram

100	Tirunelveli	Kalakad
101	Tirunelveli	Vickramasingapuram
102	Tirupathur	Ambur
103	Tirupathur	Tirupathur
104	Tirupathur	Vaniyambadi
105	Tirupathur	Jolarpet
106	Tiruppur	Udumalaipettai
107	Tiruppur	Kangeyam
108	Tiruppur	Dharapuram
109	Tiruppur	Tirumuruganpoondi
110	Tiruppur	Palladam
111	Tiruppur	Vellakovil
112	Tiruvallur	Tiruthani
113	Tiruvallur	Thiruninravur
114	Tiruvallur	Tiruvallur
115	Tiruvallur	Thiruverkadu
116	Tiruvallur	Poonamallee
117	Tiruvallur	Ponneri
118	Tiruvannamalai	Arani
119	Tiruvannamalai	Tiruvethipuram
120	Tiruvannamalai	Vandavasi
121	Tiruvarur	Koothanallur
122	Tiruvarur	Thiruthuraiipoondi
123	Tiruvarur	Thiruvarur
124	Tiruvarur	Mannargudi
125	Vellore	Gudiyatham
126	Vellore	Pernambut
127	Viluppuram	Kottakuppam
128	Viluppuram	Tindivanam
129	Viluppuram	Viluppuram
130	Virudhunagar	Aruppukkottai
131	Virudhunagar	Rajapalayam
132	Virudhunagar	Sattur
133	Virudhunagar	Virudhunagar
134	Virudhunagar	Srivilliputhur

**Annexure-II****List of Town Panchayats**

<b>TOWN PANCHAYATS</b>		
<b>Sl.No.</b>	<b>Name of the District</b>	<b>Name of Town Panchayats</b>
<b>1</b>	<b>2</b>	<b>3</b>
1	Kancheepuram	Sriperumbudur
2	Kancheepuram	Uthiramerur
3	Kancheepuram	Walajabad
4	Chenglepet	Acharapakkam
5	Chenglepet	Edakalinadu
6	Chenglepet	Karunguzhi
7	Chenglepet	Mamallapuram
8	Chenglepet	Thiruporur
9	Chenglepet	Tirukalukundram
10	Thiruvallur	Arani
11	Thiruvallur	Gummidipoondi
12	Thiruvallur	Minjur
13	Thiruvallur	Naravarikuppam
14	Thiruvallur	Pallipet
15	Thiruvallur	Pothatturpettai
16	Thiruvallur	Thirumazhisai
17	Thiruvallur	Uthukottai
18	Vellore	Odugathur
19	Vellore	Pallikonda
20	Vellore	Pennathur
21	Vellore	Thiruvalam
22	Ranipet	Ammoor
23	Ranipet	Kalavai
24	Ranipet	Kaveripakkam
25	Ranipet	Nemili
26	Ranipet	Panapakkam
27	Ranipet	Thakkolam
28	Ranipet	Thimiri
29	Ranipet	Vilapakkam
30	Thirupathur	Alangayam
31	Thirupathur	Natrampalli
32	Thirupathur	Udayendiram
33	Tiruvannamalai	Chengam
34	Tiruvannamalai	Kalambur
35	Tiruvannamalai	Chetpet
36	Tiruvannamalai	Polur
37	Tiruvannamalai	Kannamangalam

38	Tiruvannamalai	Vettavalam
39	Tiruvannamalai	Kilpennathur
40	Tiruvannamalai	Pudupalayam
41	Tiruvannamalai	Pernamallur
42	Tiruvannamalai	Desur
43	Dharmapuri	Harur
44	Dharmapuri	Kadathur
45	Dharmapuri	Karimangalam
46	Dharmapuri	Palacode
47	Dharmapuri	Papparapatti
48	Dharmapuri	Pappireddipatti
49	Dharmapuri	Pennagaram
50	Dharmapuri	Marandahalli
51	Dharmapuri	Kambainallur
52	Dharmapuri	B.Mallapuram
53	Krishnagiri	Uthangarai
54	Krishnagiri	Kaveripattinam
55	Krishnagiri	Kelamangalam
56	Krishnagiri	Bargur
57	Krishnagiri	Denkanikottai
58	Krishnagiri	Nagojanahalli
59	Salem	Ayyothiyapattanam
60	Salem	Attayampatty
61	Salem	Kannankurichi
62	Salem	Kolathur
63	Salem	Konganapuram
64	Salem	Mecheri
65	Salem	Omalur
66	Salem	P.N.Patty
67	Salem	Pethanaickenpalayam
68	Salem	Sankari
69	Salem	Thammampatty
70	Salem	Valapadi
71	Salem	Veerakkalpudur
72	Salem	Jalagandapuram
73	Salem	Belur
74	Salem	Elampillai
75	Salem	Gangavalli
76	Salem	Kadayampatty
77	Salem	Karuppur
78	Salem	Keeripatty
79	Salem	Mallur
80	Salem	Panamarathupatty
81	Salem	Sendarapatty
82	Salem	Thedavur



83	Salem	Thevur
84	Salem	Veeraganur
85	Salem	Yethapur
86	Salem	Arasiramani
87	Salem	Nangavalli
88	Salem	Poolampatti
89	Salem	Vanavasi
90	Namakkal	Aalampalayam
91	Namakkal	Mallasamudram
92	Namakkal	Mohanur
93	Namakkal	Namag iripettai
94	Namakkal	Padaveedu
95	Namakkal	Paramathy
96	Namakkal	Pandamangalam
97	Namakkal	Pothanur
98	Namakkal	Sendamangalam
99	Namakkal	Velur
100	Namakkal	Athanur
101	Namakkal	Erumapatty
102	Namakkal	K.N.Patty
103	Namakkal	Pattanam
104	Namakkal	Pillanallur
105	Namakkal	Seerapalli
106	Namakkal	Vennandur
107	Namakkal	Vengarai
108	Namakkal	R.Pudupatty
109	Erode	Anthiyur
110	Erode	Appakudal
111	Erode	Bhavanisagar
112	Erode	Chennimalai
113	Erode	Chithode
114	Erode	Karumandichellipalayam
115	Erode	Kodumudi
116	Erode	Kugalur
117	Erode	Lakkampatti
118	Erode	Nambiyur
119	Erode	Periyakodiveri
120	Erode	Perundurai
121	Erode	Sivagiri
122	Erode	Vaniputhur
123	Erode	Vengambur
124	Erode	Ariyappampalayam
125	Erode	Athani
126	Erode	Avalpoondurai

127	Erode	Chennasamudram
128	Erode	Jambai
129	Erode	Kanjikovil
130	Erode	Kasipalayam (Gobi)
131	Erode	Kolappalur
132	Erode	Kollankovil
133	Erode	Modakkurichi
134	Erode	Nallampatti
135	Erode	Nasiyanur
136	Erode	Nerinjipettai
137	Erode	P.Mettupalayam
138	Erode	Pallapalayam
139	Erode	Pasur
140	Erode	Salangapalayam
141	Erode	Vellottamparappu
142	Erode	Ammapettai
143	Erode	Arachalur
144	Erode	Elathur
145	Erode	Kembanaickenpalayam
146	Erode	Kilambadi
147	Erode	Olagadam
148	Erode	Pethampalayam
149	Erode	Unjalur
150	Erode	Vadugapatti
151	Tiruppur	Avinashi
152	Tiruppur	Kannivadi
153	Tiruppur	Kolathuppalayam
154	Tiruppur	Kunnathur
155	Tiruppur	Madathukulam
156	Tiruppur	Mulanur
157	Tiruppur	Kaniyur
158	Tiruppur	Komaralingam
159	Tiruppur	Muthur
160	Tiruppur	Rudravathi
161	Tiruppur	Samalapuram
162	Tiruppur	Uthukuli
163	Tiruppur	Chinnakkampalayam
164	Tiruppur	Dhali
165	Tiruppur	Sangaramanallur
166	Coimbatore	Annur
167	Coimbatore	Anaimalai
168	Coimbatore	Irugur
169	Coimbatore	Kottur
170	Coimbatore	Sirumugai

171	Coimbatore	Sulur
172	Coimbatore	Periyanaickenpalayam
173	Coimbatore	Vellalore
174	Coimbatore	Vettaikaranpudur
175	Coimbatore	Zamin Uthukuli
176	Coimbatore	Othakkalmandapam
177	Coimbatore	Odayakulam
178	Coimbatore	Kannampalayam
179	Coimbatore	Kinathukadavu
180	Coimbatore	Samathur
181	Coimbatore	Sarkarsamakulam
182	Coimbatore	Suleswaranpatti
183	Coimbatore	Dhaliyur
184	Coimbatore	Narasimmanaickenpalayam
185	Coimbatore	Pallapalayam
186	Coimbatore	Pooluvapatti
187	Coimbatore	Periyanegamam
188	Coimbatore	Perur
189	Coimbatore	Vedapatti
190	Coimbatore	No.04.Veerapandi
191	Coimbatore	Alandurai
192	Coimbatore	Idigarai
193	Coimbatore	Ettimadai
194	Coimbatore	Chettipalayam
195	Coimbatore	Thirumalayampalayam
196	Coimbatore	Thenkarai
197	Coimbatore	Thondamuthur
198	Coimbatore	Mopperipalayam
199	The Nilgiris	Devarshola
200	The Nilgiris	Hulical
201	The Nilgiris	Jegathala
202	The Nilgiris	Ketti
203	The Nilgiris	Kil Kundah
204	The Nilgiris	Kotagiri
205	The Nilgiris	Naduvattam
206	The Nilgiris	Adigaratty
207	The Nilgiris	Bikkatty
208	The Nilgiris	O'Valley
209	The Nilgiris	Sholur
210	Cuddalore	Annamalainagar
211	Cuddalore	Kattumannarkoil
212	Cuddalore	Parangipettai
213	Cuddalore	Kurinjpadi
214	Cuddalore	Bhuvanagiri

215	Cuddalore	Gangaikondan
216	Cuddalore	Pennadam
217	Cuddalore	Srimushnam
218	Cuddalore	Lalpettai
219	Cuddalore	Mangalampettai
220	Cuddalore	Thorapadi
221	Cuddalore	Melpattampakkam
222	Cuddalore	Killai
223	Cuddalore	Sethiyathope
224	Villupuram	Ananthapuram
225	Villupuram	Arakandanallur
226	Villupuram	Gingee
227	Villupuram	Marakkanam
228	Villupuram	Tiruvonnainallur
229	Villupuram	Valavanur
230	Villupuram	Vikkiravandi
231	Kallakurichi	Chinnasalem
232	Kallakurichi	Manalurpettai
233	Kallakurichi	Sankarapuram
234	Kallakurichi	Thiyagadurgam
235	Kallakurichi	Vadakkanandal
236	Thanjavur	Aduthurai
237	Thanjavur	Ammapettai
238	Thanjavur	Ayyampettai
239	Thanjavur	Cholapuram
240	Thanjavur	Madukkur
241	Thanjavur	Melathiruppanthuruthi
242	Thanjavur	Melattur
243	Thanjavur	Orathanadu
244	Thanjavur	Papanasam
245	Thanjavur	Peravurani
246	Thanjavur	Perumagalur
247	Thanjavur	Swamimalai
248	Thanjavur	Thirukkattupalli
249	Thanjavur	Thirunageswaram
250	Thanjavur	Thiruppanandal
251	Thanjavur	Thirupuvanam
252	Thanjavur	Thiruvaiyaru
253	Thanjavur	Thiruvidadaimarudur
254	Thanjavur	Vallam
255	Thanjavur	Veppathur
256	Mayiladuthurai	Kuthalam
257	Mayiladuthurai	Manalmedu
258	Mayiladuthurai	Tharangambadi

259	Mayiladuthurai	Vaitheeswarankoil
260	Nagapattinam	Kilvelur
261	Nagapattinam	Thalainayar
262	Nagapattinam	Tittacheri
263	Nagapattinam	Velankanni
264	Thiruvarur	Kodavasal
265	Thiruvarur	Koradacheri
266	Thiruvarur	Muthupet
267	Thiruvarur	Nannilam
268	Thiruvarur	Needamangalam
269	Thiruvarur	Peralam
270	Thiruvarur	Valangaiman
271	Tiruchirappalli	Balakrishnampatti
272	Tiruchirappalli	Kallakudi
273	Tiruchirappalli	Kattuputhur
274	Tiruchirappalli	Koothappar
275	Tiruchirappalli	Manachanallur
276	Tiruchirappalli	Mettupalayam
277	Tiruchirappalli	Ponnampatti
278	Tiruchirappalli	Pullampadi
279	Tiruchirappalli	Puvalur
280	Tiruchirappalli	S. Kannanur
281	Tiruchirappalli	Sirugamani
282	Tiruchirappalli	Thathaiyangarpet
283	Tiruchirappalli	Thottiyam
284	Tiruchirappalli	Uppiliapuram
285	Perambalur	Arumbavur
286	Perambalur	Kurumbalur
287	Perambalur	Labbaikudikadu
288	Perambalur	Poolambadi
289	Ariyalur	Udayarpalayam
290	Ariyalur	Varadarajanpettai
291	Pudukkottai	Alangudi
292	Pudukkottai	Annavasal
293	Pudukkottai	Arimalam
294	Pudukkottai	Iluppur
295	Pudukkottai	Karambakkudi
296	Pudukkottai	Keeramangalam
297	Pudukkottai	Keeranur
298	Pudukkottai	Ponnamaravathi
299	Dindigul	Agaram
300	Dindigul	Ammayanaickanur
301	Dindigul	Ayakudi
302	Dindigul	Ayyalur

303	Dindigul	Ayyampalayam
304	Dindigul	Balagamudram
305	Dindigul	Batlagundu
306	Dindigul	Chinnalapatti
307	Dindigul	Eriodu
308	Dindigul	Kannivadi
309	Dindigul	Keeranur
310	Dindigul	Natham
311	Dindigul	Neikkarapatti
312	Dindigul	Nilakottai
313	Dindigul	Palayam
314	Dindigul	Pannaikkadu
315	Dindigul	Pattiveeranpatti
316	Dindigul	Sevugampatti
317	Dindigul	Sithayankottai
318	Dindigul	Sriramapuram
319	Dindigul	Thadicombu
320	Dindigul	Vadamadurai
321	Dindigul	Vedasandur
322	Karur	Aravakurichi
323	Karur	Krishnarayapuram
324	Karur	Marudur
325	Karur	Nangavaram
326	Karur	P.J. Chalapuram
327	Karur	Puliyur
328	Karur	Punjaithottakurichi
329	Karur	Uppidamangalam
330	Madurai	Paravai
331	Madurai	Alanganallur
332	Madurai	Vadipatti
333	Madurai	Sholavandan
334	Madurai	A.Vallalapatti
335	Madurai	Palamedu
336	Madurai	T.Kallupatti
337	Madurai	Peraiyur
338	Madurai	Elumalai
339	Virudhunagar	Seithur
340	Virudhunagar	Watrap
341	Virudhunagar	Chettiyarpatti
342	Virudhunagar	Kariyapatti
343	Virudhunagar	Mamsapuram
344	Virudhunagar	Sundarapandiam
345	Virudhunagar	Mallanginar
346	Virudhunagar	W.Pudupatti

347	Virudhunagar	S.Kodikulam
348	Theni	Andipatti
349	Theni	B. Meenakshipuram
350	Theni	Boothipuram
351	Theni	Devadanapatti
352	Theni	Ganguvarpatti
353	Theni	Hanumanthampatti
354	Theni	Highways
355	Theni	Kamayagoundanpatti
356	Theni	Kombai
357	Theni	Kuchanur
358	Theni	Markayankottai
359	Theni	Melachokkanathapuram
360	Theni	Odaipatti
361	Theni	Palani Chettipatti
362	Theni	Pannaipuram
363	Theni	Pudupatti
364	Theni	Thamaraikulam
365	Theni	Thenkarai
366	Theni	Thevaram
367	Theni	Uthamapalayam
368	Theni	Vadugapatti
369	Theni	Veerapandi
370	Sivagangai	Ilayangudi
371	Sivagangai	Kanadukathan
372	Sivagangai	Kandanur
373	Sivagangai	Kottaiyur
374	Sivagangai	Nattarasankottai
375	Sivagangai	Nerkuppai
376	Sivagangai	Pallathur
377	Sivagangai	Puduvayal
378	Sivagangai	Singampuneri
379	Sivagangai	Thirupuvanam
380	Sivagangai	Tirupathur
381	Ramanathapuram	Abiramam
382	Ramanathapuram	Kamuthi
383	Ramanathapuram	Mandapam
384	Ramanathapuram	Mudukulathur
385	Ramanathapuram	R.S.Mangalam
386	Ramanathapuram	Sayalgudi
387	Ramanathapuram	Thondi
388	Tirunelveli	Cheranmahadevi
389	Tirunelveli	Eruvadi
390	Tirunelveli	Gopalasamudram

391	Tirunelveli	Kallidaikurichi
392	Tirunelveli	Manimuthar
393	Tirunelveli	Melaseval
394	Tirunelveli	Moolaikaraipatti
395	Tirunelveli	Mukkudal
396	Tirunelveli	Nanguneri
397	Tirunelveli	Naranammalpuram
398	Tirunelveli	Panagudi
399	Tirunelveli	Pathamadaï
400	Tirunelveli	Sankarnagar
401	Tirunelveli	Thirukkurungudi
402	Tirunelveli	Thisayanvilai
403	Tirunelveli	Vadaku Valliyur
404	Tirunelveli	Veeravanallur
405	Tenkasi	Achanpudur
406	Tenkasi	Alangulam
407	Tenkasi	Alwarkurichi
408	Tenkasi	Ayikudi
409	Tenkasi	Courtallam
410	Tenkasi	Ilanji
411	Tenkasi	Keelapavoor
412	Tenkasi	Melagaram
413	Tenkasi	Panpoli
414	Tenkasi	Pudur(S)
415	Tenkasi	Rayagiri
416	Tenkasi	Sambavar vadakarai
417	Tenkasi	Sivagiri
418	Tenkasi	Sundarapandiapuram
419	Tenkasi	Thiruvengadam
420	Tenkasi	Vadakarai Keelpidagai
421	Tenkasi	Vasudevanallur
422	Thoothukudi	Alwarthirunagari
423	Thoothukudi	Arumuganeri
424	Thoothukudi	Authoor
425	Thoothukudi	Eral
426	Thoothukudi	Ettayapuram
427	Thoothukudi	Kadambur
428	Thoothukudi	Kalugumalai
429	Thoothukudi	Kanam
430	Thoothukudi	Kayathar
431	Thoothukudi	Nazareth
432	Thoothukudi	Perungulam
433	Thoothukudi	Pudur(V)
434	Thoothukudi	Sathankulam



435	Thoothukudi	Sawyerpuram
436	Thoothukudi	Srivaikuntam
437	Thoothukudi	Thenthiruperai
438	Thoothukudi	Udangudi
439	Thoothukudi	Vilathikulam
440	Kanniyakumari	Kanniyakumari
441	Kanniyakumari	Agasteeswaram
442	Kanniyakumari	Anjugramam
443	Kanniyakumari	Azhagappapuram
444	Kanniyakumari	Suchindrum
445	Kanniyakumari	Mylaudy
446	Kanniyakumari	Thenthamaraikulam
447	Kanniyakumari	Theroor
448	Kanniyakumari	Kottaram
449	Kanniyakumari	Marungoor
450	Kanniyakumari	Thazhakudy
451	Kanniyakumari	Azhagiapandipuram
452	Kanniyakumari	Aralvaimozhi
453	Kanniyakumari	Boothapandy
454	Kanniyakumari	Ganapathipuram
455	Kanniyakumari	Puthalam
456	Kanniyakumari	Thingalnager
457	Kanniyakumari	Mandaikadu
458	Kanniyakumari	Vellimalai
459	Kanniyakumari	Villukuri
460	Kanniyakumari	Manavalakurichy
461	Kanniyakumari	Reethapuram
462	Kanniyakumari	Kallukuttam
463	Kanniyakumari	Neyyoor
464	Kanniyakumari	Eraniel
465	Kanniyakumari	Kumarapuram
466	Kanniyakumari	Kothanalloor
467	Kanniyakumari	Mulagumoodu
468	Kanniyakumari	Thiruvithancode
469	Kanniyakumari	Kappiyarai
470	Kanniyakumari	Valvachagostam
471	Kanniyakumari	Vilavoor
472	Kanniyakumari	Attoor
473	Kanniyakumari	Ponmanai
474	Kanniyakumari	Thiruparappu
475	Kanniyakumari	Thiruvattar
476	Kanniyakumari	Verkilambi
477	Kanniyakumari	Kulasekaram
478	Kanniyakumari	Palugal

479	Kanniyakumari	Edaicode
480	Kanniyakumari	KadayaI
481	Kanniyakumari	Pacode
482	Kanniyakumari	Kaliyakkavilai
483	Kanniyakumari	Arumanai
484	Kanniyakumari	Puthukadai
485	Kanniyakumari	Palapallam
486	Kanniyakumari	Nalloor
487	Kanniyakumari	Killiyoor
488	Kanniyakumari	Karungal
489	Kanniyakumari	Keezhkulam
490	Kanniyakumari	Unamalaikadai

### Annexure -III

### MUNICIPAL CORPORATIONS

Sl. No.	Name of Municipal Corporations
1	Chennai
2	Madurai
3	Coimbatore
4	Tiruchirappali
5	Salem
6	Tirunelveli
7	Tiruppur
8	Vellore
9	Erode
10	Thoothukudi
11	Thanjavur
12	Dindigul
13	Hosur
14	Nagercoil
15	Avadi
16	Kanchipuram
17	Karur
18	Cuddalore
19	Sivakasi
20	Tambaram
21	Kumbakonam
22	Karaikudi
23	Namakkal
24	Pudukottai
25	Tiruvannamalai