

**2.58 Establishment - Extension Officer (Social Education & Public Relations), Extension Officer (Adi Dravida Welfare), Extension Officer (Panchayats) and Extension Officer (Social Forest) - Job chart - Revised Instructions**

Rural Development (E.II) Department

G.O. (4D) No. 17

Dated : 14.2.1992

1. Govt. Lr.No.74248/E2/90-2, Rural Development Department dated 21.11.90
2. From the Commissioner of Rural Development, Madras-108 D.O.No.Roc.55924/91/5C, dt. 21.11.91.

A sum of Rs.384 crores have to be incurred to implement the Self Sufficiency Scheme in this State. To implement this scheme, additional resources through Small Savings have to be raised immediately. The Commissioner of Rural Development originally proposed 375 separate posts of Extension Officers for small savings scheme. The Government consider that it is neither possible nor desirable to create the additional posts of Extension officers.

2. In the letter first read above, instructions were issued to the Extension Officers (SE&PR) in Blocks to assist the Personal Assistant (Small Savings) Assistant Director of Small savings with regard to Small savings collection besides their normal duties.

3. The Government now direct that the Extension Officer(SE&PR) be made exclusively responsible to attend to small savings work in the Block and that the other item of works allotted to the Extension Officer (SE&PR) may be redistributed to the other Extension Officers.

4. The Government further direct, in partial modification of the letter first read above, that Extension Officer (SE&PR) be designated as Extension Officer (Small Savings and Public Relations) His duties and responsibilities will be as follows:

- i. Small Savings and Information and public Relations.
- ii. Celebration of important festivals and other block level functions (in order to facilitate Small Savings propoganda)

5. In view of the above changed job structure, the duties and responsibilities of the other Extension Officers will be as follows in addition to their normal works:-

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| (i) Extension Officer<br>(Adi-Dravidar Welfare) | <ol style="list-style-type: none"> <li>1. Eye camp</li> <li>2. Family Planning Programme and arrangement of laprascopic camps.</li> <li>3. Inspection of Tamil Nadu Govt. Noon Meal Centres(besides the normal duties allotted to Extension Officer (ADW)</li> </ol> |
| (ii) Extension Officer<br>(Panchayats)          | <ol style="list-style-type: none"> <li>1. Inspection of Radio Rural Forums in Panchayats</li> <li>2. Watch the functioning of T.V. sets installed in Panchayats.</li> <li>3. Inspection of Social Education Centres (Besides their normal duties)</li> </ol>         |
| (iii) Extension Officer<br>(Social forestry)    | <ol style="list-style-type: none"> <li>1. Installation of Bio-Gas plants</li> <li>2. Updating the basic statistics.</li> <li>3. Conducting Exhibitions, Demonstrations (besides their normal duties)</li> </ol>  |

## 2. IMPORTANT G.Os

6. The Director of Rural Development is requested to bring these instructions to the notice of all the Extension Officers and Block Development Officers for compliance as this is the peak season for small savings drive.

7. This order issues with the concurrence of Finance Department vide its U.O.No.480/FS/P/92, dated 3.2.92.

(By order of the Governor)

**S.P. ELANGO VAN**  
SECRETARY TO GOVERNMENT