

**2.38 Delegation of powers to BDO for sanction of increments and granting of leave**

---

Rural Development (C.IV) Department

G.O. (Ms) No. 451

Dated : 30.05.1990

Read :

1. G.O. (Ms) No 1331 Rural Development and Local Administration Department dated 08.06.62.
2. G.O. (Ms) No 653 Rural Development Department Dated 13.08.87.
3. From the Tamil Nadu Rural Development Panchayat Union Employees Association letter dated 19.09.89.
4. From the Commissioner of Rural Development, Letter No. 60358/89/E4 dated 30.09.89.

**ORDER**

The Government have examined certain proposals for delegation of power in the matter of sanction of increment, Leave and transfer of staff in the Rural Development Department. As per the order issued in the Government order second read above, the Divisional Development Officer is the competent authority to sanction increment to the following categories of staff:

- i) Assistants
- ii) Rural Welfare Officers Grade I.
- iii) Extension Officers
- iv) Deputy Block Development Officer,
- v) Panchayat Development Head Clerks.
- vi) Additional Panchayat Officers.

The Tamilnadu Rural Development Panchayat Union Employees Association in its letter third read above, has represented that the powers of sanctioning periodical increments to the above categories of staff were previously exercised by the Block Development Officers for about 27 years and the system worked well. The Association has stated that the present arrangement of sanctioning periodical increments by the Divisional Development Officers entails delay in view of the increased workload in the Office of the Divisional Development Officers. The Association, has therefore, requested that the Block Development Officers may be empowered to sanction periodical increment to the staff working under them. The Director of Rural Development has also recommended the proposal.

2. According to the orders issued in the Government order first read above, the chief Radio Officer is the competent authority to sanction increment to all the staff working under his control. As there are Regional Radio Officers, it has been suggested that the Regional Radio Officers may be delegated with powers to sanction increment to the staff under their control.

3. At present, the Collectors of the Districts are the authorities competent to order the transfer of the following categories of staff within the district.

- i) Record Clerks.
- ii) Jeep Drivers
- iii) Junior Assistants
- iv) Rural Welfare Officer Grade- II
- v) Cashiers.
- vi) Typists.

## 2. IMPORTANT G.Os

vii) Steno- Typist.

viii) Similar staff of the Radio Maintenance organization and the Rural Extension Training Centres.

It has been suggested that the Personal Assistant (Panchayat Development) to the Collector may be authorised to order transfer of the above categories of staff within the District. In respect of grant of leave, it has been requested that the Head of Office may be permitted to grant leave in respect of Office-Assistants, Record Clerks and Junior Assistants in the Offices of the Block Development Officer, Divisional Development Officer, Rural Extension Training Centre and Regional Radio Officer.

4. The Government have carefully considered the matter and they accordingly issue the following orders:-

- i) The Block Development Officers concerned are empowered to sanction the periodical increments of the staff including Assistants, Rural Welfare Officer Grade-I Extension Officers and Deputy Block Development Officers working under their control.
- ii) The Regional Radio Officers are authorised to sanction periodical increments to the staff working under their control.
- iii) The Personal Assistant (Panchayat Development ) to the Collector is empowered to transfer the categories of staff mentioned in the paragraph 3 above within the district.
- iv) The Block Development Officers, Divisional Development Officers, the Principles of Rural Extension Training Centres and Regional Radio Officers are permitted to grant leave to Record Clerks, Office Assistants and Junior Assistants working in their offices.

(By order of the Governor)

**S.NARAYAN**  
SECRETARY TO GOVERNMENT