

2. IMPORTANT G.Os

2.73 Postings and transfers and service matters of A.E.E., A.E., J.E., Overseers - Delegation of powers to DRD & Collectors

PROCEEDINGS OF THE DIRECTOR OF RURAL DEVELOPMENT

PRESENT THIRU. K.SHANMUGAM, I.A.S.,

No.94009/99/EE.2

Dated: 21.8.2000

Sub: Establishment – Rural Development Department – Engineering Wing – Tamil Nadu Panchayat Development (Engg.) Service and Tamil Nadu Panchayat Development Engineering Sub-ordinate service – Adhoc Rules issued – Power to postings and transfers and service matters – delegation of powers to Collectors – Orders issued – Reg.

- Read: 1) G.O.(Ms).No 263, R.D.Dept. Dated: 27.12.96.
2) This office Lr.No 13286/98/A2 Dated: 24.3.98.
3) G.O.(Ms).No.102, R.D.Dept. Dated: 25.5.98.
4) DRD's Proc.No 43294/97/A2 Dated: 16.6.98.
5) G.O.(Ms).No.15, R.D.(E1) Dept. Dated: 25.1.2000.
6) G.O.(Ms).No.70, R.D.(E4) Dept. Dated: 20.3.2000.
7) G.O.(Ms).No.71, R.D.(E4) Dept. Dated: 20.3.2000.
8) The Chief Engineer (H&RW) Lr.No.12055/N2/98 Dated: 8.4.2000.
9) The Collector of Dharmapuri Lr.No.14928/2000/K4 Dated: 19.5.2000.

ORDER

The Government in their orders 1st read above, have created a separate engineering wing for the Rural Development Technical posts to this Department.

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| 1) Superintending Engineer | : | 1 |
| 2) Executive Engineers (one post per District Head Quarters) | : | 28 |
| 3) Assistant Executive Engineers: | | |
| a. One post per District Head Quarters | : | 28 |
| b. One post each for 15 Sub-division | : | 15 |
| c. One post for DRD | : | 1 |
| | | <hr/> |
| | | 44 |
| 4) Senior Draughting Officers: (One post per District Head Quarters) | : | 28 |
| 5) Assistant Engineers: | | |
| a. One post per Block | : | 384 |
| b. One post each for 15 Sub-Division | : | 15 |
| c. One post for DRD | : | 1 |
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| 6) Junior Draughting Officers: | | |
| a. Two posts per District Head Quarters | : | 56 |
| b. One posts each for 15 Sub-Division | : | 15 |
| c. One post for DRD | : | 1 |
| | | <hr/> |
| | | 72 |
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| Total Additional posts sanctioned | : | 573 |

The Government have directed to fill up the above said Technical posts by drawing personnel from the PWD, Highways Agricultural Engineering and allied Technical Department on deputation basis for a period of 3 years. Accordingly, these posts are being filled up by drawing personnel from other Technical Department on deputation basis.

Subsequently, the Government in their order 3rd read above, have ordered to transfer all the personnel working in the following "Original posts" from the Highways Department to the Rural Development Department on transfer of service basis.

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| 1. ADE/AEEs in NREP Sub – Divisions | : | 53 |
| 2. JEs/AEs in NREP Sub-Divisions | : | 53 |
| 3. JDOs in NREP Sub-Divisions | : | 53 |
| 4. Block Engineers | : | 384 |
| 5. Overseers | : | 768 |
| 6. All the posts of RI which are born in P.U.General Funds. | | |

Meantime, as requested by the Government, the TNPSC has selected and forwarded a list containing 192 candidates to appoint as Assistant Engineer (RD) in the Panchayat Unions. Accordingly, appointment orders were issued to them and allotted to the District Collectors concerned. The Government in their orders 5th to 7th read above have issued adhoc rules for the Technical posts in Rural Development Department.

The Chief Engineer (H&RW) in his letter 8th read above has requested to issue an amendment to the DRD's Proc. 4th read above so as enable his office to look after the following service matters of Highways Junior Engineers/Assistant Engineers now working in the R.D.Dept. on deputation basis except leave issues.

1. Declaration of probation
2. Pay fixation
3. Annual increment sanction
4. Selection Grade and Special Grade
5. Change of name of the individual.

The Collector of Dharmapuri in his letter 8th read above has requested to issue clarification for sanction of increment and leave to the newly recruited Assistant Engineers. Through the TNPSC and also in respect of other Department Engineers now working in the Rural Development Department on deputation basis.

The regularization of services in respect of Assistant Engineers recruited directly through the TNPSC has to be done the appointing authority (i.e. DRD).

In view of above, the power is hereby delegated all the Collectors for the regularization of services, declaration of probation and extension of probation in respect Assistant Engineers recruited directly through the TNPSC with reference to the Assistant Engineers service Rules issued the G.O.(Ms).No.15, R.D.Dept, Dated: 25.1.2000.

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Further, as requested by the Chief Engineer (H&RW) and the Collector of Dharmapuri District the following revised and consolidated instructions in respect of service matters and delegation of powers in respect of posting transfers etc, has been issued to all the Collectors by superseding the earlier instructions issued by this Directorate of Rural Development in respect of Technical Staff working in the Rural Development Department.

(I) Executive Engineers (in DRDA) deputed from other Technical Department on deputation basis.

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| a) Authority to issue transfer and posting | : | The Government is the competent authority to transfer these category from one place to another. |
| b) Sanction of leave | : | Regarding sanction of leave for any period to these category, the Collector concerned shall sanction the leave with reference to the TNLr and inform the fact to the DRD if the leave exceeds 30 days. |
| c) Sanction of increment | : | The Head of Department (concerned Technical Department) shall sanction the increment. |
| d) Maintenance of Service Register. | : | The PA(D) to the Collectors concerned shall maintain the service registers of these categories. |
| e) Pay fixation, Advancement of selection/Special Grade, Sanction of Conveyance/ HBA Advances and all other advances except Festival Advance | : | The Head of Department (concerned Technical Department) is the competent authority for advancement of Selection/Special Grade and pay fixation and sanction of Conveyance Advance and all other advances except festival advances. |
| f) Retirement | : | The Head of Department (Technical Department)/Government in concerned Administrative Department shall take act decision on the retirement of these category. |

(II) Assistant Divisional Engineers / Assistant Executive Engineers (in DRDAs and in Sub-Division) deputed from other Technical Department including H&RW on deputation basis.

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| a) Authority to issue transfer and posting | : | The DRD is the competent authority to issue transfer and postings orders in respect of these category from one place to another. |
| b) Sanction of leave | : | Regarding sanction of leave for any period to these category, the Collector concerned shall sanction the leave with reference to the TNLr and inform the fact to the DRD if the leave exceeds 30 days. |
| c) Sanction of increment | : | The Head of Department (concerned Technical Department) shall sanction the increment to these category. |
| d) Maintenance of S.Rs. | : | The PA (D) to the Collectors concerned shall maintain the service registers of these categories. |
| e) Pay fixation, Advancement of selection/Special Grade, Sanction of Conveyance/ HBA Advances and all other advances except Festival Advance | : | The Head of Department (concerned Technical Department) in the competent authority for advancement of Selection/Special Grade and pay fixation and sanction of Conveyance Advance and HBA and all other advance except Festival Advance for these category. |
| f) Retirement | : | The Head of Department (concerned Technical Department) /Government in concerned Administrative Department shall take act decision on the retirement of these category. |

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(III) Senior Draughting Officer in (DRDAs) deputed from H&RW Agricultural Engineering, TWAD Board on deputation basis:

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| a) Authority to issue transfer and posting | : | The DRD is the competent authority to issue transfer orders from one District to another District including administrative ground transfer. |
| b) Sanction of leave | : | Regarding sanction of leave for any period to these category, the Collectors concerned shall sanction the leave with reference to the TNLr and inform the fact to the DRD if the leave exceeds 30 days. |
| c) Sanction of increment | : | The Head of Department (concerned Technical Department) shall sanction the increment to these category. |
| d) Maintenance of Service Registeris | : | The PA (D) to the Collectors concerned shall maintain the service registers of these categories. |
| e) Pay fixation, Advancement of selection/Special Grade, Sanction of Conveyance/ HBA Advances and all other advances except Festival Advance | : | The Head of Department (concerned Technical Department) is the competent authority for advancement of Selection/Special Grade and pay fixation and sanction of Conveyance/HBA Advance and all other advances except festival advances to these category. |
| f) Retirement | : | The Head of Department (concerned Technical Department) shall take action on the retirement of these category. |

(IV) Block Engineers / Junior Engineers / Assistant Engineers – Deputed from H&RW, Agricultural Engineering, TWAD Board and TNSCC on deputation basis/contract basis.

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| a) Authority to issue transfer and posting | : | Posting within The District | Posting outside/inter District transfers including administrative Ground transfers. |
| | | District Collectors Concerned | DRD |
| b) Sanction of leave | : | Regarding sanction of leave up to 30 days, the pay drawing Officers shall sanction the leave to these categories with reference to the TNLr. Leave exceeds 30 days the Collector concerned shall sanction the leave with reference to TNLr and inform the fact to the DRD. | |
| c) Sanction of increment | : | The Head of Department (concerned Technical Department) shall sanction the increment to these category eventhough the individual opted for R.D. | |
| d) Maintenance of Service Registers | : | The Pay Drawing Officer concerned shall maintain the service registers of these category. | |
| e) Regularisation of services/ declaration of probation and extension of probation | : | The Head of Department (concerned Technical Department) is the competent authority for regularization of services/ declaration of probation/ extension of probation in respect of these category eventhough the individual opted for R.D. | |

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| f) Pay fixation, advancement of selection / special grade, sanction of conveyance / HBA advance and all other advances except Festival advance. | : | The Head of Department (concerned Technical Department) is the competent authority for advancement of Selection/Special Grade and pay fixation and sanction of Conveyance/HBA Advance and all other advances except festival advances. Eventhough he opted for R.D. |
| g) Change of name of the individual | : | The Head of Department (concerned Technical Department) is the competent authority for taking action regarding change of name of these category, Eventhough he opted for R.D. |
| h) Retirement | : | The Head of Department (concerned Technical Department)/ shall take action/ decision on the retirement of these category. Eventhough he opted for R.D. |

(V) Assistant Engineers belonging to the R.D.Dept.(recruited directly through the TNPSC):

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|---|---|---|---|
| a) Authority to issue transfers and postings | : | Transfer and Postings within the District | Transfers and Postings outside district and inter District including Administrative ground transfer |
| | | District Collectors Concerned | DRD |
| b) Sanction of leave | : | Regarding sanction of leave up to 30 days, the pay drawing Officers shall sanction the leave to these categories with reference to the TNLR. Leave exceeds 30 days the Collector concerned shall sanction the leave with reference to TNLR and inform the fact to the DRD. | |
| c) Sanction of increment | : | The PA(D)to the Collectors concerned shall sanction the increment to these category. | |
| d) Maintenance of Service Registers | : | The Pay Drawing Officer concerned shall maintain the service registers of these category. | |
| e) Regularization of services/ declaration of probation and extension of probation | : | The power is hereby delegated to the Collectors concerned for regularization of services/ declaration of probation and also extension of probation in respect of Assistant Engineers directly recruited through the Assistant Engineers service Rule issued in G.O.Ms.No.15,R.D.(E1) Dept. Dated: 25.1.2000 | |
| f) Pay fixation, advancement of selection / special grade, sanction of conveyance / HBA advance and all other advances except Festival advance. | : | The power is hereby delegated to the Collectors concerned for pay fixation, advancement of Selection/Special Grade and sanction of Conveyance/HBA Advance and all other advances except festival advances. | |
| g) Change of name of the individual | : | The DRD is the competent authority for taking action regarding change of name of these category. | |
| h) Retirement | : | The Collectors concerned shall send the retirement proposal to the DRD for taking decision of these category. | |

(VI) Junior Draughting Officers (in DRDAs and Sub-Division) and Overseers/ Road Inspectors (in the Panchayat Unions) deputed from H&RW), Agricultural Engineering, TWAD Board on deputation basis:

(Overseers /JDOs posts were merged in to one category as overseers vide G.O.(Ms).No.70, R.D (E4) Dept. Dated: 20.3.2000.)

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| a) Authority to issue transfer and postings | : | Transfer and Posting within the Districts. | Transfers and Postings outside district and inter District including Administrative grounds. |
| | | District Collectors Concerned | DRD |
| b) Sanction of leave | : | Leave for any length of period shall be sanctioned by the pay Drawing Officer concerned subject to conditions laid down under TNLr and intimate the fact to the Collector concerned if the leave exceeds 30 days. | |
| c) Sanction of increment | : | The D.E/HOD (concerned Technical Dept.) shall sanction the increment to these categories. | |
| d) Maintenance of Service Registers | : | The Pay Drawing Officer concerned shall maintain the service register of these categories. | |
| e) Regularization of services/ declaration of probation and extension of probation | : | The D.E., Head of Dept. (concerned Technical Dept.) is the competent authority for regularization of services / declaration of probation / extension of probation in respect of these category. | |
| f) Pay fixation, advancement of selection / special grade, sanction of conveyance / HBA advance and all other advances except Festival advance. | : | The Divisional Engineer, Head of Dept. (concerned Technical Dept.) is the competent authority for advancement of selection/ special Grades, Pay fixation, and sanction of conveyance advance / HBA and all other advances except Festival advance in respect of these category. | |
| g) Change of name of the individual | : | The Head of Department (concerned Technical Department) is the competent authority for taking action regarding change of names of these category. | |
| h) Retirement | : | The Divisional Engineer, Head of Department (concerned Technical Dept.) shall take / decision on the retirement of these category. | |

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VII. Overseers / Junior Draughting Officers in Panchayat Unions and in Sub-Divisions and Road Inspectors in Panchayat Unions belongs to the Rural Development Department (absorbed in Rural Development Department):

Overseers /JDOs posts were merged in to one category as overseers vide G.O.(Ms).No.70, R.D (E4) Dept. Dated: 20.3.2000.

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| a) Authority to issue transfer and postings | : | Transfer and Posting within the Districts. | Transfers and Postings outside district and inter District including Administrative grounds transfer. |
| | | District Collectors Concerned | DRD |
| b) Sanction of leave | : | Leave for any length of period shall be sanctioned by the pay Drawing Officer concerned subject to conditions laid down under TNLr and intimate the fact to the Collector concerned if the leave exceeds 30 days. | |
| c) Sanction of increment | : | The Pay Drawing Officer concerned shall sanction the increment to these category. | |
| d) Maintenance of Service Registers | : | The Pay Drawing Officer concerned shall maintain the service registers of these categories. | |
| e) Regularization of services/ declaration of probation and extension of probation | : | All the Overseers/ Road Inspectors working in the Panchayat Union were brought under the control of Rural Development Dept. from on 25.5.98 vide G.O.Ms.No 102, R.D.Dept. Dated 25.5.98. The Overseers and Road Inspector opted for the R.D.Dept. were absorbed in the R.D.Dept. | |
| Date falls before 25.5.98 | : | The Divisional Engineer/ Chief Engineer (H&RW) is the competent authority for regularization of services/ declaration of probation extension of probation in these category. | |
| Date falls after 25.5.98 | : | The Collectors concerned is the competent authority for regularisation of services/ declaration probation/ extension of probation in respect of these categories with reference to the Overseers Adhoc Rules issued in G.O.Ms.No.70, R.D (E4) Dept. Dated:20.3.2000. | |
| f) Pay fixation, advancement of selection / special grade. | : | <u>Date falls before 25.5.98</u> The D.E/C.E (H&R.W) is the competent authority for advancement of selection/ special grade and pay fixation in respect of these categories. | |
| Date falls after 25.5.98 | : | The Collectors concerned is the competent authority for advancement of selection/ special grade and pay fixation in respect of these categories. | |
| g) Sanction of Conveyance Advance/ HBA and all other advances except Festival Advance. | : | The Collectors concerned is the competent authority for sanction of conveyance advance, HBA advance and all other advances except Festival advance. | |
| h) Change of name of the individual | : | The Collector is the component authority for taking action regarding change of name of these categories. | |
| h) Retirement | : | The Collector is the Competent authority for taking decision on the retirement of these categories. | |

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All the District Collectors are requested to note these powers delegated to them and ensure that these norms are strictly adhered to.

All the District Collectors are requested to communicate these instructions/ delegation of powers to his sub-ordinates concerned and ensure strict compliance.

The copies of the Government orders in the reference 5th to 7th read above are enclosed herewith for ready reference. Receipt of this order with enclosures may be acknowledged once.

Encl: Copies of G.O.(Ms).No. 15,
R.D.Dept. Dated: 25.1.2000
G.O.M.S.No.70, 71 R.D.Dept.
Dated: 20.3.2000.

K.SHANMUGAM
DIRECTOR OF RURAL DEVELOPMENT

TO

All Collectors
(Except Chennai)