

**The Tamil Nadu Panchayats (Manner of Publication of Notification or
Notice and Manner of Service of documents to the Public) Rules, 2000**

(G.O. (Ms) No.208, Rural Development (C-4), dated 17th August, 2000)

In exercise of the powers conferred by clause (xlvii) of sub-section (2) and sub-section (1) of Section 242 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994), and in supersession of the Rules relating to Manner of Publication or Service of Notices or Orders or Documents etc., the Governor of Tamil Nadu hereby makes the following Rules: -

RULES

1. Short title.- These Rules may be called the Tamil Nadu Panchayats (Manner of Publication of Notification or Notice and Manner of Service of Documents to the Public) Rules, 2000.

2. Definition. – In these Rules, unless the context otherwise requires, “Act” means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994).

3. Publication in Gazette. – Save as otherwise expressly provided in the Act or in the Rules made there under, every notification under the Act, other than one issued by the Government or the Inspector shall be published in the *Official Gazette* of the district to which such notification applies both in English and in Tamil:

Provided that the Government shall have power to direct that any such notification-

(i) shall be published in the said *Gazette* in English and in Tamil, if necessary;

(ii) shall, instead of being published in the said *Gazette*, be published in any other manner specified by them; or

(iii) shall, in addition to being published in the said *Gazette*, be published in such manner as may be specified by them.

4. Manner of publication of document, order or notice other than meeting notice.- (1) Whenever a Village Panchayat or a Panchayat Union Council or a District Panchayat sets apart any place for any purpose or prohibits the doing of anything in any place, the Executive Authority or the Commissioner or the Secretary, as the case may be, shall cause to be put up in such place, a notice in Tamil and also in a language other than Tamil in which the electoral roll is published in such place, specifying the purpose for which such place has been set apart or the doing of any act is prohibited in such place.

(2) Save as otherwise expressly provided in the Act or in the Rules made there under, every notice, other than a notice of the meeting to the public under the Act shall be published-

(a) by affixing a copy thereof in some conspicuous place in the Panchayat Village;

(b) by affixing a copy thereof in the office of the Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be;

(c) by affixing a copy thereof in the Chavadi or Chavadies, if any, in the Village to which such notice relates to; and

(d) by beat of drum in the Village or Villages to which such notice relates to.

5. Notwithstanding anything contained in the above Rules, any notification issued under Sections 4, 8, 11, 20 or 32 of the Act.-

(a) shall be published in the Tamil Nadu Government Gazette and a copy of the Notification in Tamil shall be affixed in some conspicuous place by the Executive Authority or the Commissioner or the Secretary, as the case may be, in the office of the Village Panchayat or Panchayat Union or District Panchayat concerned and in the Chavadi or Chavadies, if any, in the Village; and

(b) shall be published in the *District Gazette* both in English and in Tamil.

6. Manner of service of document or notice other than a notice of the meeting.- (1) When any document or notice other than a notice of the meeting is required by the Act or any Rules or bye-law or Regulation or Order made there under, to be served on or sent to any person, the service or sending thereof shall be effected in the manner specified below and a record of service maintained in the office of the Village Panchayat or Panchayat Union Council or District Panchayat, as the case may be--

(i) by giving or tendering the document or notice in person to the person concerned;

(ii) if such person is not found, which shall be recorded by the person deputed for effecting the service, by giving or tendering the same to an adult member or servant of his family; or by leaving such document or notice securely at a conspicuous place, at his last known place of abode or business, which shall be specified in the record of service; or

(iii) if such person is reported to be not residing in the Village and his address elsewhere is known to the Executive Authority or the Commissioner

or Secretary, as the case may be, by sending the same by registered post with acknowledgement due; or

(iv) if none of the means aforesaid is available, by affixing the same in some conspicuous part of such place of abode or business.

(2) The manner of service specified above shall be tried one after another in the above order and not in any other order.

7. Name of the owner or occupier.- When only one person is the owner or occupier of any building or land, it shall not be necessary to send by name the owner or occupier in the notice and in the case of joint names or occupiers, it shall be sufficient to serve it on or sent it to one of such owners or occupiers.

8. Calculation of period of service of notice or bill or document or form.- Whenever in any bill, notice, form or other document served or sent under the Act, a period is fixed within which any tax or other sum is to be paid or any work executed, or anything provided, such period shall, in the absence of any distinct provision to the contrary in the Act or the Rules framed thereunder, be calculated from the date of such service or sending.

RAMESH CHANDRA PANDA
SECRETARY TO GOVERNMENT