



Abstract

Schemes – Rural Buildings Maintenance and Renovation Scheme Guidelines for the implementation of the Scheme for the year 2010-2011 – Orders issued.

Rural Development and Panchayat Raj (SGS.3) Department

G.O. (1D) No. 256

Dated: 24.5.2010.

Read :

From the Commissioner of Rural Development and Panchayat Raj Letter No. 37280/10/PR.II.2/dated 18.5.2010.

ORDER :

The Hon'ble Deputy Chief Minister while replying to the demand for grants for Rural Development and Panchayat Raj Department on the floor of Tamil Nadu Legislative Assembly on 26.4.2010 informed that a new Scheme namely Rural Buildings Maintenance and Renovation Scheme will be implemented during 2010-11 at an outlay of Rs. 100 crores. Based on this announcement the Commissioner of Rural Development and Panchayat Raj has sent detailed guidelines for the implementation of the Rural Buildings Maintenance and Renovation Scheme during 2010-2011 and requested the Government for issue of order.

2. The Government have examined the guidelines and decided to accept the same. Accordingly, the Government hereby order that funds for 'Rural Buildings Maintenance and Renovation Scheme' (RBMRS) should be met out of the State Finance Commission Grant share of District Panchayats, Panchayat Unions and Village Panchayats on an equal sharing basis. i.e, Rs.33.33 crores, 33.33 crores and 33.34 crores respectively. The detailed guidelines for the implementation of Rural Buildings Maintenance and Renovation Scheme during 2010-2011 is given in the annexure to this Government order.

3. This order issues with the concurrence of Finance Department U.O. No. 1156/FS/P/2010. Dated 20.5.2010.

(BY ORDER OF THE GOVERNOR)

K. ASHOK VARDHAN SHETTY,
PRINCIPAL SECRETARY TO GOVERNMENT.

To

The Commissioner of Rural Development and Panchayat Raj, Chennai – 600 015.
The Commissioner of Rural Development and Panchayat Raj, (Training)
Chennai-600015 .

All District Collectors,
Commissioner, Corporation of Chennai, Chennai-3.
Commissioner, Municipal Administration, Chepauk, Chennai-5
Commissioner, Town Panchayat, Chennai-108.
All Secretariat Departments, Chennai-9.
The Principal Accountant General, Chennai-6/18/35.
Pay and Account Officer, Chennai-35.
Pay and Account Officer,
All Treasury Officers,
Finance (Rural Development) Department, Chennai-9.
Finance (Budget Gen-1/Budget Gen-II/Finance WSM-1)
Finance (Salaries) Department, Chennai-9.
Planning Development and Special Initiatives Department, Ch-9.

Copy to :

Personal Assistant to Chief Secretary, Chennai-9.
The Secretary to Hon'ble Chief Minister, Chennai-9.
The Senior Personal Assistant to Hon'ble Deputy
Chief Minister, Chennai-9.
Secretary, Municipal Administration and Water Supply, Chennai-9.
SF/SC

//FORWARDED BY ORDER//

SECTION OFFICER

Guidelines for implementation of Rural Buildings Maintenance and Renovation Scheme 2010-11

1. Introduction:

It is the duty of the rural Local Bodies to maintain their assets such as Roads, Ponds, Tanks, Water Supply Systems and Buildings from their own General funds. There are many Government Schemes which supplement the efforts of the rural Local Bodies in maintenance of the assets such as Roads, Ponds and Tanks. However, the assets such as Community Halls, Noon Meal Centres, Anganwadi Buildings, PDS shops, Milk Procurement centres, Village Panchayat Office Buildings, Library Buildings, Burial/Cremation Grounds, Overhead Tanks (OHTs), Ground level Reservoirs (GLRs) and Sports Centres lack proper maintenance and, as a result, are not fully utilized by the people. Hence, in order to supplement the efforts of the rural Local Bodies in maintenance of all such assets, a new Scheme namely '**Rural Buildings Maintenance and Renovation Scheme**' is being introduced with effect from 2010-11 at an outlay of Rs.100 crores.

2. Selection of Villages:

During 2010-11, it is proposed to take up the maintenance and renovation of rural assets in AGAMT 2006-07 and 2007-08 Village Panchayats. The rural assets of 2008-09, 2009-10 and 2010-11 Village Panchayats will be taken up for maintenance and renovation during 2011-12 and thus, all rural assets shall be maintained and renovated in a span of 2 years under this Scheme.

2. Types of repair and improvement works:

A. Negative List:

Since Rural Buildings Maintenance and Renovation Scheme is for maintenance and renovation of assets, No new works (including construction of new buildings / extension of new buildings / construction of new OHTs / GLRs) are permitted to be undertaken under this Scheme.

Among the maintenance and renovation works, the following works are not permitted under this Scheme:

- Repairs to/renewal of/renovation of/up gradation of any type of Roads – Earthen, Gravel, WBM, BT or Cement Concrete.
- Desilting of/repairs to/renovation of Ponds/Tanks/MI tanks.
- Repairs to Hand pumps, power pumps and pipelines; Extension of pipelines.
- Purchase of Street light materials.
- Purchase of all movable items, equipments and furniture.

B. Illustrative list of works:

All maintenance and renovation works other than those mentioned in the negative list can be taken up under this Scheme. However, an illustrative list of such types of works is given below:

i) Minor Works:

- White washing / colour washing of the buildings (except those buildings, where white washing/colour washing was done within the last 3 years).
- Undertaking repairs of RCC roof (in terms of putting up weathering course or taking up leak-proofing etc.).
- Minor repairs of damaged tiles/rafters/reapers in buildings with tiled roofing.
- Repairs of cracks in building walls.
- Repair/replacement of damaged flooring.
- Repair/replacement of doors and windows.
- Repair of cremation sheds/resting sheds in Cremation/Burial Grounds.
- Maintenance of Rural Sports Centres constructed under AGAMT (including the fixtures such as swings, slides, see-saws, goal posts etc., but excluding purchase of movable sports materials such as balls, bats, etc., which have to be taken up under the Village Panchayat General Fund.)
- Maintenance and renovation of damaged OHTs / GLRs.

Note: Internal wiring of buildings and provision of fans and other equipments ARE NOT to be undertaken under this Scheme for such buildings which are presently handed over to other Departments for usage as the day to day operation and maintenance of such buildings is to be done by the respective user Departments, such as wiring/provision of fans in PDS Buildings/Milk Producer's Co-operative Society Buildings etc., However, such wiring / provision of fans can be done for buildings under the operational control of Rural Local Bodies such as Community Halls, SHG Buildings etc.

ii) Major works:

- Complete replacement of badly damaged existing tiled roofing in buildings.
- Complete replacement of Asbestos sheet roofing with new tiled roofing.

Note: In respect of major works, the Assistant Executive Engineer (RD) concerned shall inspect each and every work and verify the type of work which can be undertaken on site considering the building condition and also the cost involved for that purpose.

4. Selection and Finalization of the works:

A. A Selection Committee consisting of the following members should inspect each and every asset owned by rural Local Bodies and list out the items of repairs and improvements to be carried out.

- a. Block Development Officer (Village Panchayats) – Convenor of the Committee.
- b. Union Engineer.
- c. Panchayat Union Ward Member concerned.
- d. Village Panchayat President.
- e. Village Panchayat Vice-president.
- f. Any office bearer of the Panchayat Level Federation (PLF) as nominated by the PLF concerned.

B. If the Selection Committee is of the opinion that a particular rural asset is so dilapidated that it requires total replacement, **it should not be taken up for repairs under this Scheme.**

Note: The maintenance and renovation works proposed by the Selection Committee should be listed out, in an Assessment Sheet in the order of priority, in a format to be prescribed by the Commissioner of Rural Development and Panchayat Raj. All the members of the certifying Committee should sign the above Assessment Sheet, certifying the need to take up the repair and improvement works for each such rural assets.

5. Test verification of the works proposed:

To have correct and exact estimates, it is imperative that proper test checks through field visits should be undertaken at the stage of preparation of estimates itself. During the test check the following items should be ensured:

- i) Any essential items of repair have not been wrongly excluded.
- ii) Unnecessary items have not been wrongly included.
- iii) Detailed estimates have been prepared.
- iv) If the estimate for repairs is excessive, it should be examined whether it is better to go for a new asset under any other Scheme.
- v) Any item not permitted in this Scheme is not included (e.g. Electrification of such building where it is not permitted).

The following officials shall do the test verification of the works proposed as detailed below:

- | | | |
|------|------------------------|-------|
| i) | District Collector | : 5% |
| ii) | Project Director, DRDA | : 10% |
| iii) | EE (RD) | : 10% |

6. Administrative Sanction:

The administrative sanction shall be accorded by the District Collector. Before according administrative sanction, the District Collector should ensure that every proposal for administrative sanction contains the following:

- i) Assessment Sheet duly signed by all members of the Selection Committee indicating the works in the order of priority. While according administrative sanction, the Collector may restrict the sanction to the amount allocated to the Village Panchayat concerned.
- ii) Detailed estimate for each work. On no account should a proposal be sent with rough cost estimate.
- iii) Multiple photographs indicating damaged components and the external view of the buildings taken up. (All photographs should be enclosed along with the estimate itself).

The District Collector shall further ensure that the required test verification has been done before according administrative sanction.

7. Implementing Agency:

This Scheme shall be entrusted to the Village Panchayats for implementation. The works shall be executed through tendering process. Works of a similar nature in a Village Panchayat may be clubbed together to form one or more packages, in order to avoid multiple tenders leading to unnecessary paper-work and to enable easy monitoring. The provisions of Table I of Notification II in the Tamil Nadu Panchayats (Preparation of Plans and Estimate of works and mode and conditions of contracts) Rules, 2007 vide G.O.Ms.No.203, Rural Development and Panchayat Raj (PR.1) Department, dated: 20.12.2007 will be followed for tendering.

8. Flow of funds:

The Commissioner of Rural Development and Panchayat Raj is authorized to decide the inter-se allocation among the districts by giving suitable weightage to i) the rural population of the District, ii) the number of low-income Village Panchayats of the District and iii) the number of rural habitations having a population of over 250 in the District concerned.

The inter-se allocation amongst the Village Panchayats in each District will also be done by the Commissioner of Rural Development and Panchayat Raj based on two Components –i) a Fixed Component, which will be in three different slabs- for the low income, middle income and high income Village Panchayats, and ii) a Variable Component, which will be based on the population of the Village Panchayats, and number of rural habitations having a population of over 250 in the Village Panchayat concerned.

The DRDAs should keep funds separately in the Account opened for the above Scheme at District level. The Project Director, DRDA should release the money directly to the Village Panchayats concerned after making suitable deductions for material component under this Scheme.

9. Documentation:

Documentation should be done detailing various processes in the implementation of the Scheme, starting from identification of the works upto the completion. Once, the work is over, the fact that the asset has been renovated under the 'Rural Buildings Maintenance and Renovation Scheme; (ஊரக கட்டடங்கள் பராமரிப்பு மற்றும் மேம்பாட்டுத் திட்டம்) should be prominently written in Tamil along with the amount incurred on a portion of the asset.

The Principal Secretary, Rural Development and Panchayat Raj, in consultation with Commissioner of Rural Development and Panchayat Raj, is empowered to modify any of the above guidelines based on exigencies that may arise from time to time.

K. ASHOK VARDHAN SHEETY,
Principal Secretary to Government.

SECTION OFFICER