

Schemes – Namakku Naame Thittam Guidelines for the implementation of the Scheme for the year 2009-2010.

Rural Development and Panchayat Raj (SGS1) Department

G.O. (Ms.)No. 62

Dated: 16.7.2009.

Read:

1. G.O. (Ms)No.87, Rural Development and Panchayat Raj Department, dated 5.6.2008.
2. From the Commissioner of Rural Development and Panchayat Raj Letter No.24905/09/NEDM-2 dated 1.7.2009.

ORDER:

In the Government Order first read above, orders have been issued for the implementation of 'Namakku Naame Thittam' for the year 2008-09. In the letter second read above, the Commissioner of Rural Development and Panchayat Raj has sent detailed guidelines for the implementation of the "Namakku Naame Thittam" during 2009-2010 and requested the Government for issue of order.

2) This is an ongoing scheme and a sum of Rs.50 crores have been provided in the BE 2009-10 for this scheme. The Government have carefully examined the detailed guidelines sent by the Commissioner of Rural Development and Panchayat Raj and decided to accept them. Accordingly, the Government direct that the detailed guidelines for the implementation of "Namakku Naame Thittam" during 2009-2010 are as given in the annexure to this Government Order and these guidelines come into effect immediately.

3) This order issues with the concurrence of Finance Department Vide its U.O. No. 1863/FS/P/09 dated 11.7.2009.

(By Order of the Governor)

K.ASHOK VARDHAN SHETTY,
PRINCIPAL SECRETARY TO GOVERNMENT.

G.O. (Ms) No.62 RD & PR (SGS1) Department, Dated 16.7.2009.

ANNEXURE

GUIDELINES FOR IMPLEMENTATION OF NAMAKKU NAAME THITTAM

2009-10

1. Namakku Naame Thittam will be implemented both in rural and urban areas.

2. SUGGESTED LIST OF WORKS THAT MAY BE TAKEN UP:

The following works may be taken up under Namakku Naame Thittam 2009-10.

- i) Construction of buildings, laboratories, toilets and compound walls/fencing to Government, Adi Dravida, Panchayat Union and Kallar Reclamation Schools, Government Colleges and Government Hostels.
- ii) Construction of buildings, compound walls and fencing to Government Hospitals, Primary Health Centres, Sub-centres, Veterinary Dispensaries, Livestock Centres and libraries.
- iii) Construction of libraries in urban areas, Noon Meal Centres, kitchen sheds, Anganwadies and Public Distribution Shops in rural and urban areas.
- iv) Creation of community assets like drinking water sources, cement concrete roads and threshing floors in rural and urban areas.
- v) Maintenance of all community assets (including white washing, painting etc.).
- vi) Construction of bridges, culverts, upgradation of gravel/WBM roads to BT standard, renewal of worn out BT roads, improvement of streets and lanes with brick or metal stones or cement slabs or cement concrete.

- vii) Formation, improvement and maintenance of Parks, Play grounds, Traffic Islands, Fountains, Street lights.
- viii) Purchase of Furniture, Computers and accessories for Government and Panchayat Union Schools, Libraries and buildings for the use of the public. Old Computers and accessories should not be purchased. Books used in Libraries may be got as donation.
- ix) Construction of class rooms, laboratories and toilets in 100% Government-aided and 100% Tamil medium schools.

3. NEGATIVE LIST/PROHIBITED WORKS:

The following works under the '**negative list**' (prohibited works) cannot be taken up under the NNT unless specifically included in the exceptions:

- 1) Construction of office and residential buildings belonging to Central and State Governments, including Public Sector Undertakings, co-operatives and societies.
Exception: Construction of buildings, compound walls for all types of Government hospitals, Primary Health Centres and Government Veterinary Hospitals; Construction of Public Distribution Shops, Direct Procurement Centres, Milk Producers' Co-operative Societies and Bulk Chilling Centres can however be taken up.
- 2) Purchase of all movable items, equipments and furniture.
Exception: Purchase of furniture and equipments for Government Schools, Panchayat Union Schools, Adi Dravida Schools, Kallar Reclamation Schools; Noon Meal Centres, Anganwadis, Government Colleges, Government Hostels; Government Hospitals, Primary Health Centres and Government Veterinary Hospitals is permitted.
- 3) Any work in Government-aided and Self-financing Schools and Colleges.
Exception: Construction of class rooms, laboratories and toilets in 100% Government aided and 100% Tamil medium schools can be taken up. If the School is partly Self-financed and partly aided or if it is partly Tamil Medium and partly English Medium, it is not eligible. The

assistance by way of Government Grant under this Scheme to an eligible aided school should not exceed Rs.10 lakhs in a particular year. Once a Government aided School eligible as above has been assisted, irrespective of the amount assisted, it shall be ineligible for further assistance under this scheme for a period of 3 years.

For such cases, apart from Collector making his own enquires, the following certificates should be obtained from the District Elementary Education Officer or Chief Educational Officer of the district concerned before undertaking the works.

- (i) The school has 100% Tamil medium Classes/Sections. There are no English Medium Sections.
- (ii) The School is 100% Government aided School. No self-financing course / classes are run in the above school in the same campus or different campuses under the same management.

- 4) All works involving commercial establishments/units.
- 5) Grants and loans, contribution to any Central and State/UT Relief Funds.
- 6) Acquisition of land or any compensation for land acquired.
- 7) Reimbursement of any type of completed or partly completed works or items.
- 8) Assets for individual/family benefits.
- 9) All revenue and recurring expenditure.
- 10) Works within the places of religious worship and on land belonging to or owned by religious faiths /groups.
- 11) Desilting of ponds, Oorannies, rivers, tanks, canals, channels and the like.
- 12) Gravel / WBM roads (roads up to BT standard only should be taken up).

13) Installation of High Mast Lights

4. CONDITIONS STIPULATED:

The suggested list of permissible works may be taken up subject to the following conditions:

- a) No permanent structure should be constructed without prior permission of the owner of the property.
- b) No rights can be claimed by the contributing person/entity over the property/use of property.
- c) The names of the contributors who execute the work may be put in the name board at the place of execution of the work with the permission of the District Collector. The name of the scheme 'Namakku Naame Thittam' should be displayed in not less than two-thirds of the size of the name board. The name board may be permitted to be put up by the contributors in such a manner that it does not affect the aesthetic value of the site and the contributors do not claim any right or lease over the property.
- d) If the Collector feels that the contributors have not shown any interest on the work or that some conditions have been violated, the order issued for execution or maintenance of the work shall be cancelled or permission shall not be given for continuing the work.

5. Procedure for selection of works under Namakku Naame Thittam:

- i) The need for taking up of works under Namakku Naame Thittam may originate from individuals, groups, institutions, companies or from the community.
- ii) After identification of the work to be executed, an application specifying the nature of work, acceptance letter for contributing one-third of the amount by means of Demand Draft should be given to the District Collector or Project Officer, District Rural Development Agency.
- iii) The contributions given by the local bodies, Universities and Public Sector Undertakings shall not be accepted under this Scheme.

- iv) The District Collector will ascertain the actual need and feasibility of the work to be taken up.
- v) If permission of the local body or the Department concerned is necessary to execute the work, the Collector shall obtain the permission before according administrative sanction.
- vi) If the assets to be created have to be maintained by the local bodies or the department concerned, the District Collector should obtain concurrence from the department concerned.
- vii) If requests are received for various works for a limited amount available under the Scheme, the District Collector shall give priority for the works which are of maximum benefit to the community.

6. Execution of works:

- i) Administrative sanction should be accorded only after preparation of the estimate by the local bodies or the department concerned as per the schedule of rate approved by the competent authority or as per the latest schedule of rate of the Public Works Department. A minimum of one-third of the estimated cost of the work should be received by means of Demand Draft in favour of the District Collector to Namakku Namme Thittam Account. The balance amount will be released by Government from the Namakku Namme Thittam fund. Further, if the guidelines of other schemes of the Centre and the State are in tune with this Scheme, the funds of those schemes may also be dovetailed with the public contribution.
- ii) To facilitate larger participation of the people in this scheme, if the public or contributors opt to execute the work themselves or through their agency, willingness should be given by them in writing while applying for the work under Namakku Namme Thittam. The District Collector will examine the request and permit the contributors or the agency to execute the work if the public contribution is 50% or more of the estimate of the work.

- iii) If the agency/institution does not come forward to execute the work, the work shall be implemented through tender as per the provisions of the Tamil Nadu Transparency in Tenders Act, 1998.
- iv) The District Collector will decide the Technical Authority for supervision of the work. The agency may be the local body or the department concerned. The District Collector will release the funds required to the Agency concerned.
- v) (a) The work order will be issued to the local body / Line Department / Contributor / private institutions or the person from any one of the above agencies executing the work.
 - (b) Even though the works are executed by the private bodies/Associations or the Public, the funds will be at the disposal of the local body/ Department concerned supervising the work.
 - (c) The bills will be sanctioned as per the measurement and check measurement by the competent Technical Authority and as per the guidelines for payment for works under other Government Schemes.
 - d) In case of school buildings including the High School / Higher Secondary Schools, in addition to the supervision as above, the Public Works Department or the Corporation or Municipality or the Technical wing of the executing Department should issue the structural stability certificate. The technical wing shall prepare the completion report for the building work.
- vi) In respect of works taken up with 100% public contribution, if the beneficiary association/contributors concerned express willingness to execute the work themselves, work can be entrusted to them without insisting on the advance cash contribution under Namakku Naame Thittam. However, the work should be executed as per the type design and stability aspects of the building, subject to the measurements of the works.

7. Maintenance of assets created under NNT

It is preferable that the local body or the contributor concerned on behalf of the Department themselves maintain the works / assets created under Namakku Naame Thittam. In order to continuously maintain the assets created under this scheme, the local people should form a user group run on self generated resources. The local people should be encouraged to plan, execute and maintain the works based on local needs.

8. Additional funds to the Districts and funds for special schemes:

- i) a) If additional funds are required by the Districts to take up special schemes under Namakku Namme Thittam, proposals for such schemes should be sent to the Commissioner of Rural Development and Panchayat Raj. Before sending proposals for additional funds and funds for special schemes from the Director of Rural Development and Panchayat Raj, the entire amount already allotted to the District should have been utilized.
- b) If required, the Commissioner of Rural Development and Panchayat Raj will, in consultation with the Principal Secretary to Government, Rural Development and Panchayat Raj Department, re-allot the unutilised funds available with the Districts as on 28th February to districts with better performance and requiring additional funds for implementation of works.
- ii) a) The funds received from Government and the Public will be deposited in a Savings Bank Account opened for Namakku Naame Thittam Scheme.
- b) All contributions received by the District Collectors should be by means of Demand Draft in the name of "District Collector's Namakku Naame Thittam Account". Receipt should be given for all contributions received.

- c) A register should be maintained for the contributions received in cash. The accounts and the register should be maintained by the Project Officer, District Rural Development Agency.
- d) The District Collector shall release 75% of the funds including the public contribution to the local body/ line department concerned, along with Administrative Sanction. The remaining amount will be released only after receipt of utilization certificate.
- iii) In case of the work proposed not being taken up for certain reasons, the District Collector will order refund of the entire amount or part amount in accordance with the quantum and value of the work undertaken. In such cases, the contribution amount will be refunded to the contributor in full or part without any interest.

9. Information, Education and Communication:

The District Collector should take steps for communication and publicity of the salient features and success stories of Namakku Naame Thittam through the local newspapers and electronic media. The District Collectors may utilize one percent of the allocation under this scheme for IEC activities and documentation.

10. Chennai Corporation:

As regards, the Corporation of Chennai, the Commissioner of Chennai Corporation will execute all the works under Namakku Naame Thittam on behalf of Collector, Chennai. Accordingly the Commissioner of Chennai Corporation will accord administrative sanction for the works.

11. The Principal Secretary to Government, Rural Development and Panchayat Raj Department is empowered to modify the guidelines of Namakku Naame Thittam, whenever necessary, in consultation with the Commissioner of Rural Development and Panchayat Raj.

K. ASHOK VARDHAN SHETTY,
PRINCIPAL SECRETARY TO GOVERNMENT.