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**ABSTRACT**

Schemes – State Scheme – Repair and Renovation of Over Head Tanks and Ground Level Reservoirs in rural areas under Rural Building Maintenance and Renovation Scheme for the year 2012-2013 – Sanction of funds and prescribing Guidelines – Orders - Issued.

**Rural Development & Panchayat Raj (SGS-3) Department**

**G.O.(Ms) No.82**

**Dated: 31.08.2012**

**Read:**

1. G.O.(Ms) No.42, Rural Development and Panchayat Raj (PR-I) Department, dated 7.6.2012.
2. From the Commissioner of Rural Development and Panchayat Raj, Letter No.31918/2012/PRI II-2, dated 03.07.2012.

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**ORDER:**

The Hon'ble Minister for Municipal Administration and Rural Development has made an announcement among others on the floor of the Tamil Nadu Legislative Assembly on 09.04.2012 that the "Over Head Tanks and Ground Level Reservoirs in rural areas will be taken up for repair and renovation under Rural Building Maintenance and Renovation Scheme for the year 2012-13 with an allocation of Rs.100.00 crores".

2. The Commissioner of Rural Development and Panchayat Raj in the letter second read above has sent proposals along with Guidelines in this regard. The Commissioner of Rural Development and Panchayat Raj in his proposal has stated that the Rural Buildings Maintenance and Renovation Scheme was introduced with the objective of maintenance of the assets of Village Panchayats and Panchayat Unions so as to utilize the assets created under different schemes. He has also stated that there are 81,366 Over Head Tanks and 9,160 Ground Level Reservoirs available in rural areas at the State level and are being maintained by the Village Panchayats. The District Collectors have sent detailed proposals for repair and renovation of Over Head Tanks and Ground Level Reservoirs including Pipe line repair from source to Over Head Tank / Ground Level Reservoir. The Total amount for the repair and renovation of 39,864 Over Head Tanks, 3,611 Ground Level Reservoirs and repair of pipe line from the source to the Over Head Tanks /

ADRD (G)	ADRD (TSR)	ADRD (PF)	ADRD (KM)
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*Pls. discuss  
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Ground Level Reservoirs at State Level is arrived at Rs.175.22 crores. The Tamil Nadu Water Supply and Drainage Board has released Rs.11.50 crores received from Government of India for the operation and maintenance of individual power pump schemes in Village Panchayats.

3. The Commissioner of Rural Development and Panchayat Raj has requested the Government to issue orders for sanctioning of Rs.163.72 (i.e., Rs.175.22 crores minus Rs.11.50 crores) for the repair and renovation of Over Head Tanks and Ground Level Reservoirs under the Rural Buildings Maintenance and Renovation Scheme for the year 2012-2013. The net requirement of funds after deducting the above amount of Rs.11.50 crores comes to Rs.163.72 crores for the repair and renovation of Over Head Tanks and Ground Level Reservoirs is as below:-

	(Rupees in crores)
Total requirements of funds	175.22
Less: Amount received from Tamil Nadu Water Supply and Drainage Board for operation and maintenance of Individual Power Pump Schemes.	11.50
Net requirement of funds under Rural Buildings Maintenance and Renovation Scheme 2012-2013	163.72

The required allocation of Rs.163.72 crores for the year 2012-13 may be drawn from the share of State Finance Commission Grant to the Village Panchayats and Panchayat Unions in the ratio of 2:1.

	(Rupees in crores)
i) Village Panchayat share	109.15
ii) Panchayat Unions share	54.57

The above funds may be deducted from the State Finance Commission Grant for the year 2012-13 in 10 equal monthly instalments starting from April 2012 to January 2013. Deduction of the amount from the share of Local Bodies per month is as below:

Village Panchayats share	Panchayat Union share
Rs.10.915 crores	Rs.5.46 crores

4. The Government have examined the proposal of the Commissioner of Rural Development and Panchayat Raj in detail and decided to accept the same and issue the following orders:-

- i. Sanction is accorded for Rs.163.72 crores under Rural Building Maintenance and Renovation Scheme for the repair and renovation of Over Head Tanks and Ground Level Reservoirs in rural areas for the year 2012-2013.
- ii. Authorize the Commissioner of Rural Development and Panchayat Raj to draw funds of Rs.163.72 crores from the share of State Finance Commission Grant to Village Panchayat and Panchayat Union in the ratio of 2:1 in 10 equal monthly instalments starting from April 2012 to January 2013. Deduction of the amount from the share of Local Bodies per month is as below:-

Village Panchayats share	Panchayat Union share
Rs.10.915 crores	Rs.5.46 crores

- iii. Permit the Commissioner of Rural Development and Panchayat Raj to utilize the amount of Rs.11.50 crores received from Tamil Nadu Water Supply and Drainage Board.
- iv. The detailed guidelines for the implementation of the Scheme are annexed to this order.

5. This order issues with the concurrence of the Finance Department vide its U.O.No.48298/Fin (RD)/12 dated 31.8.2012.

(By Order of the Governor)

N.S. PALANIAPPAN,  
Principal Secretary to Government

To  
✓ The Commissioner of Rural Development and Panchayat Raj, Chennai-15.  
All District Collectors, (except Chennai)  
All Project Directors, District Rural Development Agencies  
(Thro' CRD&PR, Chennai-15)

The Accountant General, Chennai-18/6/9.  
The Pay and Accounts Officer, Chennai-35.  
The Pay and Accounts Officer, Madurai.  
All District Treasury Officers

Copy to:

The Senior Personal Assistant to the Hon'ble Minister for  
Municipal Administration & Rural Development, Chennai-9.  
Finance (RD) / (FC-IV) Department, Chennai-9.  
The Rural Development and Panchayat Raj (PR-I) Department, Chennai-9

//Forwarded by Order//

*S. Venkian*  
Section Officer

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ANNEXURE TO G.O.(MS.) NO.82, RURAL DEVELOPMENT AND  
PANCHAYAT RAJ (SGS-3) DEPARTMENT, DATED 31.08.2012

GUIDELINES FOR THE IMPLEMENTATION OF RURAL BUILDING  
MAINTENANCE AND RENOVATION SCHEME FOR THE YEAR 2012-2013

**1. Introduction:**

It is the duty of the rural Local Bodies to maintain their assets such as Roads, Ponds, Tanks, Water Supply Schemes 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 Scheme namely 'Rural Buildings Maintenance and Renovation Scheme' was introduced at an outlay of Rs.100 crores.

The Hon'ble Minister for Municipal Administration and Rural Development has announced in the floor of Assembly on 9.4.2012 that the Over Head Tank (OHTs) and Ground Level Reservoirs (GLRs) in rural areas will be repaired and renovated in the year 2012-13 with an allocation of Rs. 100 crores.

**2. Identification of works by the Inspection Team:**

As instructed by the Commissioner of Rural Development and Panchayat Raj in Letter No.31918/2012/Panchayat Raj Institutions 2.2 dated 26.4.2012, the District Collectors have identified the repair and renovation of Over Head Tanks (OHTs) and Ground Level Reservoirs (GLRs) and repair of Pipelines from source to the Over Head Tank / Ground Level Reservoir through a team comprising the following numbers:

- i) Block Development Officer (Village Panchayats)
- ii) Overseer / Assistant Engineers
- iii) Village Panchayat President

If the selection Committee is of the opinion that a particular Over Head Tank / Ground Level Reservoir is so dilapidated and requires total replacement, it should not be taken up for repair and renovation under the scheme. Such tanks may be replaced by a new one under the other Development Schemes or through the

schemes implemented by the Tamil Nadu Water Supply and Drainage Board. The list of such Over Head Tank (OHTs) / Ground Level Reservoir (GLRs) should be available in the survey taken for implementation of Tamil Nadu Village Habitations Improvement (THAI) Scheme.

### 3. Preparation of Estimates:

The estimates should have been prepared as per the actual field condition by the competent technical staff i.e Union Overseer or Engineer concerned. Only the essential items of repairs that have to be undertaken for making Over Head Tanks / Ground Level Reservoirs fully functional should be included in the estimates. All the estimates should be in detail and photographs of each work should be enclosed in the estimates.

The works that may be required for renovation of Over Head Tanks / Ground Level Reservoirs are given below:

- i) Column repair
- ii) Over Head Tanks / Ground Level Reservoirs outer side repair.
- iii) Over Head Tanks / Ground Level Reservoirs inner side repair.
- iv) Cover slab repair / replacement
- v) White / Colour wash
- vi) Ladder – inner side / Outer side
- vii) Pipe line repair (from source to Over Head Tanks / Ground Level Reservoirs)
- viii) Other related works.

### 4. Test verification of the works proposed:

To have correct 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 of repairs is excessive, it should be examined whether it is better to go for a new asset under any other schemes.
- v) Any item not permitted under this scheme is not included. (Example: Purchase of motor, Electrification etc.,)

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

- i) District Collector - 5%
- ii) Project Director, District Rural Development Agency - 10%
- iii) Executive Engineer (Rural Development) - 20%
- iv) The Assistant Executive Engineers should verify all the estimates with reference to the actual field conditions.

#### 5. 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) Detailed estimate for each works. On no account, a proposal should be sent with rough estimate.
- ii) Multiple photographs indicating damaged components and the external view of buildings taken up should be enclosed along with the estimate
- iii) The District Collector shall ensure that the required test verification has been done before according administrative sanction.

The renovation works proposed in Over Head Tank / Ground Level Reservoir along with repair of Pipe lines should be treated as one unit for the purpose of administrative sanction and tendering.

#### 6. Implementing Agency:

The scheme may be implemented through Village Panchayats / Block Panchayat taking into account the capacity of the implementing agency in term of quality and timely execution of works. However, works with a estimate amount exceeding Rs.2 lakhs should be implemented through Block Panchayats only. In the case of Block Panchayats, Block Development Officer (Block Panchayats) and in the case of Village Panchayats, the Executive Authority / Village Panchayat President shall be responsible for execution of works as per the prescribed norms. All the works in Over Head Tank / Ground Level Reservoir inclusive of Pipe line repair should be clubbed together to form one package for tendering purpose. 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 issued in G.O.Ms.No.203, Rural Development and Panchayat Raj (PR-1) Department, dated 20.12.2007 shall be followed for tendering.



## 7. Flow of funds:

The Commissioner of Rural Development and Panchayat Raj is authorized to release the funds to the District Collectors. The District Collectors shall release the funds directly to the Implementing Agencies (i.e) to the respective Block Panchayats and Village Panchayats. The District Rural Development Agencies should keep the funds separately in the A/c opened for Rural Buildings Maintenance and Renovation scheme at District level. Similarly, the Block Panchayats, wherever are the implementing agencies should operate the funds released under Rural Buildings Maintenance and Renovation Scheme by opening a separate bank account for this purpose. In the case of Village Panchayats, the funds should be released to Village Panchayat Scheme Account No.3 and the mode of operation prescribed for this account will apply for making payment for works taken up under Rural Buildings Maintenance and Renovation Scheme.

The balance amount if any, after the completion of works under this Scheme in the districts shall be pooled together at State level by the Commissioner of Rural Development and Panchayat Raj after obtaining the necessary Utilisation Certificate.

## 8. Monitoring:

The District Collector shall closely monitor the progress of the repair and renovation of Over Head Tanks and Ground Level Reservoirs taken up under the Scheme through inspections and review at District Level. The Project Directors, District Rural Development Agency, Executive Engineers (Rural Development) and Assistant Executive Engineers (Rural Development) should frequently inspect the execution and progress of the works and ensure its early completion. They should also ensure that there is no deviation from the Rules / Government Orders / Executive Instructions in force or issued in this regard.

The Assistant Engineers / Junior Engineers and Assistant Executive Engineers (Rural Development) concerned shall be responsible for the technical aspects and qualitative execution of renovation works.

## 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 கட்டிடங்கள் பராமரிப்பு மற்றும் மேம்பாட்டுத் திட்டம்) should be prominently written in Tamil, along with the amount incurred on the portion of the asset.



The Principal Secretary to Government, Rural Development and Panchayat Raj, Department, 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.

N.S. PALANIAPPAN,  
Principal Secretary to Government.

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Section Officer



