

Copy of the Circular of Municipal Administration and the Director of ~~Municipal~~ Town Planning, Tamilnadu in Rc.No.15280/70 dated 27.5.70 is communicated to the Assistant Town Planning Officer, Building Inspectors and Clerks in Town Planning Section for information and guidance.

V. S. R. S. J. J.
FOR COMMISSIONER.

mks/5.10a

To
Asst. Town Planning Officer, Building Inspectors I to V.
T.P.S. (West), G1 to G9, Town Planning Surveyor (E) and T.P. Tracer.
Copy to Town Planning Officer and Manager.

Copy of Circular No.15280/70 dated 27.5.1970 of the Director of Municipal Administration and Director of Town Planning.

Sub: Inspection of Town Planning Section work in Municipalities by Officers of the Town Planning Directorate - conduct of - Instructions - Issued.

One of the very objects of setting up Regional Offices and appointing Deputy Directors to be incharge of these offices in the State is to have closer and intimate supervision and technical guidance to the work that is being turned out in Municipalities in the Town Planning Section. It has been observed, that there has been delays in dealing with the building application layout applications, building relaxation cases, installation applications etc. and also in taking prompt action on unauthorised and objectionable constructions put up within the Municipal limits. Periodical inspections by Officers of the Directorate of Town Planning are necessary to scrutinise the work of the Town Planning Section in various Municipalities with a view to give proper guidance and to avoid delays and irregularities.

With a view to give effect to the above mentioned inspections, it is ordered that the Deputy Directors in charge of the respective Regions will conduct inspections of the Town Planning Section work on behalf of the Director of Town Planning who happens to be the Head of Department.

The Deputy Director, after completing their inspection work with prior intimation to the respective Commissioners will submit their reports of inspection to the Director of Town Planning for further action. The Deputy Directors are hereby authorised also to make enquiries related to the duties entrusted to them and also to call for the connected records and registers to enable their inspection in the respective Municipalities.

The Municipal Commissioners and Special Officers of Municipalities concerned are requested to afford all facilities to the Regional Deputy Directors and their staff deputed for the purpose of inspection and to make accessible to them the connected records and registers for their inspection work.

The Municipal Commissioners and Special Officers are directed to acknowledge the receipt of this circular.

Sd. xx xx 28.5.70
for Director of Town Planning and
Director of Municipal Administration
Madras.L.

/true copy/