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### Abstract

Schemes - Rural Development and Panchayat Raj Department - "Self Sufficiency Scheme" (SSS) - Implementation of Scheme during 2012-2013 - Sanction of funds of Rs.42,50,00,000/- (Rupees Forty Two Crores and Fifty Lakhs only) and prescribing Guidelines - Orders - Issued.

Rural Development and Panchayat Raj (SGS1) Department

G.O.(Ms.) No.63

Dated : 27.07.2012

Read :

- 1) G.O.(Ms.) No.82, Rural Development (SGS-1) Department, Dated 1.11.2011.
- 2) From the Commissioner of Rural Development and Panchayat Raj, Letter Roc. No.29485/2012/SSS, Dated 19.04.2012.

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### ORDER :

In order to encourage the self-reliant attitude of the rural community and their public participation, the Government of Tamil Nadu has re-introduced the Self Sufficiency Scheme in 2011-2012. The scheme is being implemented both in rural and urban areas. The public shall contribute not less than one third of the estimated cost of the identified work. In the Government Order first read above, necessary orders along with the detailed guidelines were issued for implementation of the scheme during the year 2011-2012.

2. The Hon'ble Minister (MA & RD) while replying to the debate on the Demands for grants for Rural Development and Panchayat Raj Department on the floor of the Tamil Nadu Legislative Assembly on 09.04.2012 has announced, among others that, the Self Sufficiency Scheme (SSS) will be implemented during 2012-2013 with an allocation amount of Rs.100 crores.

3. Consequent on the above announcement, the Commissioner of Rural Development and Panchayat Raj has sent necessary proposals along with draft Guidelines for implementation of the various components of this Scheme during 2012-2013 and requested the Government to issue necessary orders and allocate a sum of Rs.100 crores for the implementation of this scheme for the year 2012-13.

4. The Government have carefully examined the proposal of the Commissioner of Rural Development and Panchayat Raj for the implementation of the Self Sufficiency Scheme during 2012-13 in detail and decided to accept the same and accordingly the Government issue orders on the following:-

- (i) Sanction is accorded for a sum of Rs.100.00 crores (Rupees one hundred crores only) towards implementation of "Self Sufficiency Scheme" (SSS) during 2012-2013.
- (ii) The detailed Guidelines for the implementation of Self Sufficiency Scheme (SSS) during 2012-13 are given in the annexure to this order.
- (iii) Out of the above financial sanction of Rs.100 crores, a sum of Rs.42.50 crores (Rupees Forty two crores and fifty lakhs only) (First quarter Rs.21,25,00,000, Second quarter Rs.21,25,00,000) is released.

5. The amount sanctioned in para 4 (iii) above shall be debited to the following Head of Account.

2515-00-Other Rural Development Programmes - 800 - Other expenditure - Schemes in the Twelfth Five Year Plan - II State plan - JW Implementation of Self Sufficiency Scheme 09 Grants in Aid - 03 Grants for Specific Schemes.

(DPC 2515 00 800 JW 0934)

6) The Commissioner of Rural Development and Panchayat Raj is authorized to draw the amount sanctioned in para 4 (iii) and disburse to the Districts and he is directed to send the progress report in the implementation of the Self Sufficiency Scheme during the year 2012-2013.

7) This order issues with the concurrence of Finance Department vide its U.O.No.239/JS(PM)/12, dated 26.07.2012.

(By Order of the Governor)

N.S. PALANIAPPAN,  
Principal Secretary to Government

To  
The Commissioner of Rural Development and Panchayat Raj, Chennai-15.  
The Commissioner, Corporation of Chennai, Chennai-3.  
✓The Commissioner of Municipal Administration, Chennai-5.  
The Director of Town Panchayats, Chennai-108.  
All District Collectors (except Chennai).



All Project Directors, District Rural Development Agencies.  
(through Commissioner of Rural Development and Panchayat Raj, Chennai-15).  
The Pay and Accounts Officer (South), Chennai-35.  
The Pay and Accounts Officer, Madurai.  
All District Treasury Officers.

Copy to

The Additional Chief Secretary/Secretary-I to the Hon'ble Chief Minister,  
Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Finance, Chennai-9.

The Senior Personal Assistant to Hon'ble Minister for Municipal Administration  
and Rural Development, Chennai-9.

The Private Secretary to Additional Chief Secretary to Government, Municipal  
Administration and Water Supply Department, Chennai - 9.

The Private Secretary to Chief Secretary to Government, Chennai-9.  
Finance (BG-I/BG-II/RD) Department, Chennai - 9.

//Forwarded by Order //

*J. L. Srinivasan*  
Section Officer

*DK*

**G.O. (Ms) No.63, Rural Development and Panchayat Raj (SGS-1)**  
**Department dated 27.07.2012**

**Annexure**

**Guidelines for implementation of Self Sufficiency Scheme 2012-2013**

Public participation is a pre-requisite in planning, organizing and funding of community assets which ensure the sustainability of those assets.

In order to improve the self reliant attitude of public and to enhance their increased participation in creating and maintaining community infrastructures so as to make the public a 'self sufficient' entity the Government has proposed to introduce the 'Self Sufficiency Scheme'

Self Sufficiency Scheme will be implemented both in rural and urban areas.

**1. Public participation:**

The minimum public contribution for any of the identified work should be one third of the estimate amount.

**2. Procedure for selection of works under 'Self Sufficiency Scheme'**

- i. The need for taking up of works under "Self Sufficiency Scheme" may originate from individuals, groups, institutions, public or private companies or from the community.
- ii. Request in the form of an application indicating the works to be taken up with consent and for contributing one-third of the amount by the public has to be given to the District Collector.
- iii. The District Collector shall ascertain the actual need and feasibility of the work to be taken up with reference to the norms of the scheme. After justifying the need, he will ask for the detailed estimates from the implementing agency. Then, the applicant has to deposit the prescribed amount by means of Demand Draft to the District Collector or Project Director, District Rural Development Agency so that sanction can be given.

- iv. The contributions given by the local bodies and Universities shall not be accepted under this scheme.
- v. If permission of the local body or the Department concerned is necessary to execute the work, the Collector shall obtain the above permission before according administrative sanction.
- vi. If the assets to be created have to be maintained by the local body/department, the District Collector should obtain the concurrence from the local body/department concerned.
- vii. If requests are received for various works but amount available is limited under the scheme, the District Collector shall give priority for the works which are of maximum benefit to the community.

### **3. SUGGESTED LIST OF WORKS THAT MAY BE TAKEN UP:**

The following works may be taken up under "Self Sufficiency Scheme" 2012-2013.

- i. Construction of buildings, laboratories, toilets and compound walls/fencing to Government, Adi Dravida, Tribal, 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. Construction of compound walls in Burial grounds including compound walls in the Burial grounds belonging to public wakfs registered with the Tamil Nadu Wakf Board will also be taken up.
- iii. Construction of Libraries in Rural and urban areas, Noon Meal Centres, Anganwadies, School Kitchen Sheds and Public Distribution Shops in rural and urban areas. Wherever construction of libraries are undertaken care should be taken that adequate contribution has been made for the procurement of books.
- iv. Creating community assets like Drinking water sources, Cement concrete roads and Threshing floors in rural and urban areas.



- v. Maintenance of all community assets. Priority should be given for the maintenance of Integrated Women Sanitary Complex.
- 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. (including solar lights)
- viii. Purchase of Furniture, Computers and Accessories for Government and Panchayat Union Schools, Libraries and other buildings like community Halls etc. Old Computers and Accessories should not be purchased.
- ix. Construction of class rooms, laboratories, toilets, compound walls and Cycle stands in Government High Schools and Higher Secondary Schools.
- x. Construction of class rooms, toilets and compound walls in panchayat union primary and middle schools.

#### **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 display their names in the name board at the place of execution of the work with the permission of the District Collector. The name of the scheme 'Self Sufficiency Scheme' 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 building/site and the contributors should 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 in case of any violation of the conditions, the order issued for execution or maintenance of the work shall be cancelled and further continuance will not be permitted.

## 5. NEGATIVE LIST / PROHIBITED WORKS:

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

- 1) Construction of office and residential buildings belonging to Central and State Governments, including Public Sector Undertakings and Co-operative Societies.

**Exception:** Construction, Repair and Renovation of residential units of Primary Health Centres / Government Hospitals, 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 and Tribal Schools, Kallar Reclamation Schools, Noon Meal Centres, Anganwadis, Government Colleges, Government Hostels, Government Hospitals, Primary Health Centres and Government Veterinary Hospitals are 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 schools can be taken up if they have only Tamil as medium of instruction. 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 as above has been assisted, it is not eligible for further assistance under this scheme for a period of 3 years.



For such cases, apart from Collector making his own enquiries, the following certificates should be obtained from the District Elementary Educational 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 must be 100% Government aided. 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, Ooranies, rivers, tanks, canals, channels and the like.
 

**Exception:** Desiltation, consolidation of bunds & constructions / renovation of sluices/ surplus weirs etc., of PWD tanks only, if found essential in the opinion of the District Collectors. The public contribution should not be less than 50% of the estimate prepared by PWD. The upstream / downstream supply channels may be taken up under MGNREGS / IAMWARM wherever applicable.
  - 12) Gravel / WBM roads (roads upto BT standard only should be taken up).
  - 13) Installation of Sodium Vapour lamp / High Mast Lights.



## 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 "Self Sufficiency Scheme Account". The balance amount will be released by Government from the Self Sufficiency Scheme 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 Self Sufficiency Scheme. 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. But in case of Desiltation of PWD tanks even if the public contribution is 50% or more the work should be executed only through tender. Based on the estimate value of the work the class of contractors ("A" or "B" or "C") may be fixed by the PWD.
- 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 executing / 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.

(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 Self Sufficiency Scheme. However, the work should be executed as per the type design and stability aspect of the building subject to the measurements of the work.
- vii. In respect of construction of compound walls in the Burial grounds belonging to public wakfs registered with the Tamil Nadu wakf Board, since the Tamil Nadu wakf Board does not have any engineering work, this work may be entrusted to the local bodies concerned.

## **7. Maintenance of assets created under Self Sufficiency Scheme**

It is preferable that the local body or the contributor concerned on behalf of the Department themselves maintain the works / assets created under Self Sufficiency Scheme. 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. Fund allocation and Release of Funds:

- i. An amount of Rs.100 crores will be allocated in the Budget Estimate of 2012-13
- ii. Out of the total allocation of Rs.100 crores 74% i.e., Rs.74 crores will be reallocated to the Districts and Chennai Corporation based on population. The Commissioner of Rural Development and Panchayat Raj should release this amount in two instalments to the districts and the Collectors should release the funds to rural and urban areas on priority basis of works from the funds released to the districts.
- iii. 1% of the total allocation i.e., Rs.1 crore shall be earmarked for Information Education and Communication (IEC) activities. Out of these, Rs.25 lakhs shall be allocated for IEC activities at the Directorate of Rural Development and Panchayat Raj and the balance amount of Rs.75 lakhs shall be allotted to the districts.
- iv. The balance amount of Rs.25 crores (25%) of the amount will be earmarked for sanction of special schemes by Commissioner of Rural Development and Panchayat Raj based on the request by the District Collectors.
  - a. If additional funds are required by the Districts to take up special schemes under Self Sufficiency Scheme, proposals for such schemes shall be sent to the Commissioner of Rural Development and Panchayat Raj. Before sending such proposals the entire amount already allotted to the District should have been utilized.
  - b. If required, the Commissioner of Rural Development and Panchayat Raj will, re-allot the unutilized funds available with the Districts as on 31<sup>st</sup> October of every year to those districts with better performance and requiring additional funds for implementation of works.

- v. a. The funds received from Government and the public shall be deposited in a Savings Bank Account in a Nationalised Bank opened for Self Sufficiency Scheme.
- b. All Contributions received by the District Collectors should be by means of Demand Draft in the name of "District Collector's Self Sufficiency Scheme Account". Acknowledgement must be given for all contributions received.
- c. A register should be maintained for the contributions received. The accounts and the register should be maintained by the Project Director, 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.
- vi. In case of the work proposed not being taken up for various reasons, the District Collector will order the 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 in part without any interest.

#### **9. Information, Education and Communication (IEC):**

The District Collector should take steps for communication and publicity of the salient features and success stories of Self Sufficiency Scheme through the local newspapers and electronic media.

#### **10. Corporation of Chennai:**

As regards, the Corporation of Chennai, the Commissioner of Chennai Corporation will execute all the works under Self Sufficiency Scheme 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 Self Sufficiency Scheme, whenever necessary, in consultation with the Commissioner of Rural Development and Panchayat Raj.

N.S. PALANIAPPAN,  
Principal Secretary to Government

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*J. Durgam*  
Section Officer  
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