

GOVERNMENT OF TAMIL NADU

ABSTRACT

TRAINING - Training of Municipal Commissioners and employees of Municipalities including Townships and Municipal Corporations Starting of "Tamil Nadu Institute of Urban Studies" at Coimbatore - Orders - Issued.

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RURAL DEVELOPMENT AND LOCAL ADMINISTRATION DEPARTMENT

G.O.No.1950

Dated the 24th November 1981

(Karthegai 9th, Thunpathi  
- 2012, Thiruvalluvar  
Aandu)

Read:-

1. G.O.No.1671, R.D.& L.A., dated 27.10.1978.
2. From the Director of Municipal Administration, Madras, Roc.31102/78/P1, dated 15.12.1979.
3. From the Director of Municipal Administration, Madras, Letter No.43072/80/B3 Dated 22.7.1980.
4. From the Director of Municipal Administration, Madras, Letter Roc.31102/78/B3, dated 30.10.1980.
5. From the Director of Municipal Administration, Madras, D.O.Letter No.31102/78-B3 dated 6.12.1980.
6. From the Director of Municipal Administration, Madras, D.O.Letter No.43072/81/B3 dated 31.1.1981.
7. From the Director of Municipal Administration, Madras letter Roc.31102/78/M2, dated 13.8.1981.
8. From the Director of Municipal Administration, Madras, Letter Roc.31102/78/b2 dated 22.9.1981.

ORDER:

With a view to impart training to Municipal Commissioners and employees of Municipalities, Townships and Municipal Corporations for achieving greater efficiency in the functioning of civic administration, the Government decided to start a Training Centre and appointed a Special Officer in the Government Order first read above to make arrangements for the setting up of a Centre and submit a report to Government regarding location of the Centre etc. The Special Officer has submitted his report.

2. Selection of site for constructing/building for the proposed centre in Coimbatore District is under consideration. The Director of Municipal Administration has proposed that pending selection of site and construction of office building, the training centre may be started in Coimbatore in a rented building and has submitted a proposal for the sanction of staff, expenditure towards rent, furniture, etc., and ~~recovery of contributions from the Municipalities Townships and Municipal Corporations whose employees will be getting training.~~

3. The Government have examined the proposal and issue the following orders:

- a) The Government permit the Director of Municipal Administration to start the Training Centre in a rental building on a rent not exceeding Rs.5000/- per mensem at Coimbatore from the current year.

- b) The building should be selected in consultation with the Collector of Coimbatore, Special Officer, Coimbatore Corporation and Executive Engineer (Public Works Department) and necessary licence under the Tamil Nadu Public Building Licence under the Tamil Nadu Public Licence and Regulations' Act should also be obtained.
- c) The Training Centre should be named as "Tamil Nadu Institute of Urban Studies" and registered under the Tamil Nadu Societies Registrations Act 1975.

4. Sanction is accorded to the employment of the temporary staff mentioned in Annexure I to this order in the time scale noted against each for a period upto 28.2.1982 from the date of employment in the Institute. The Staff are eligible to draw Dearness Allowance, House Rent Allowance and other allowances as per rules in force.

5. The expenditure on staff should be debited to "284. Urban Development - A.General--AA. Direction and Administration - I.Non-Plan - A.P. Training Institute for Municipal Commissioners and Municipal Employees - D.P.Code 284A AAAP 0005".

6. Pending registration of the institute as a Society, sanction is also accorded to the incurring of an expenditure of Rs.82,000/- (Rupees Eighty Two Thousand Only) from the contribution recovered from the Municipalities, Townships and Municipal Corporations on the following:

i) Rent for the building	Rs.25,000/-
ii) Furniture (Details in Annexure II)	Rs.36,000/-
iii) Typewriters (2) (One Tamil & One English)	Rs. 7,000/-
iv) One Electric Gestetner Duplicator	Rs.14,000/-
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	Rs.82,000/-
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Permission is also accorded to purchase of furniture from the TANSI. The Director of Stationery and Printing, Madras is requested to supply two Typewriters (one English and one Tamil) and one Duplicator on receipt of intimation regarding size, etc., of the Typewriters from the Director of Municipal Administration, Madras.

7. The expenditure is on "New Services". Approval of the Legislature shall be obtained in due course. Pending approval of Legislature the expenditure will be met by an advance from the Contingency Fund, orders regarding which will be issued from Finance (B.G.I) Department. The Director of Municipal Administration is requested to send an application in the prescribed form for advance of Contingency Fund.

8. The Director of the Institute, will be the Head of Office of the Institute and draw bills of non-self drawing officers. He will be subject to the overall control and supervision of the Director of Municipal Administration. The Director of Municipal Administration will be the appointing authority in respect of all office staff except Basic Servant, and Watchman.

9. Since the training imparted at the Institute is for the benefit of the Municipalities, Townships and Municipal Corporations the Government consider that the Institute/Society should receive an annual contribution at the rates indicated in column 4 of the statement below every year commencing from 1981-82:-

S1. No.	Grade of Municipalities and names of the Corporations.	No. of Municipalities & Corporations	Contribution amt. for each local body	Total
1.	2.	3.	4. Rs	5. Rs
1.	Special Grade Municipality	4	12,000	48,000
2.	Selection Grade Municipality	12	8,000	96,000
3.	Ist Grade Municipality	32	4,000	1,28,000
4.	IInd Grade Municipality	35	2,000	70,000
5.	IIIRD Grade Municipality	23	1,000	23,000
6.	Corporation of Madras	1	50,000	50,000
7.	Corporation of Madurai	1	25,000	25,000
8.	Corporation of Coimbatore	1	25,000	25,000

10. The Government permit each of the Municipalities Townships and Municipal Corporations to remit the above contribution every year meeting the expenditure from their general funds irrespective of the fact whether their staff have undergone training or not in that year. The contribution should be remitted by way of Demand Draft on receipt of advice from the Director of Municipal Administration in this regard.

11. The expenditure on staff met by the Government will be recovered from the Institute/Society. The Director of Municipal Administration should arrange for the remittance in March every year of the cost on staff actually incurred including leave salary paid during the year till March. The amount should be credited to the following head of account "084.AC.Urban Development other Receipts - 02. Director of Municipal Administration 2. other Receipts - D.P.Code 084 ACAA 0226".

12. If any municipal employee is appointed by the Institute/Society, his salary and allowances should be paid directly from the fund of the Institute/Society and the Institute/Society remit in March every year the leave salary and pension contributions as may be fixed by the Examiner of Local Fund Accounts to the Municipality from which the individual was drafted on deputation. The Institute/Society should also remit the monthly deductions towards Provident Fund, Family Benefit Fund, Advances, etc., from the individuals pay, to the Municipality concerned every month.

13. This order issues with the concurrence of Finance Department vide its U.O.No.143992A / RDLA/81, dated 24.11.1981.

H.B.N. SHETTY,  
Commissioner and Secretary to Government

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ANNEXURE - I

Sl.No.	Designation	No.of posts	Scale of pay
<b>Expenditure</b>			
<b>a. Full time faculty members:</b>			
1.	Director (in the cadre of Joint Director of Municipal Administration)	1	Rs.1,150-70-1,850.
2.	Deputy Director-cum-Lecturer (in the cadre of Special Grade Municipal Commissioner)	2	Rs. 1000-60-1300-70-1650
3.	Lecturer (in the cadre of Deputy Examiner of Local Fund Accounts)	1	Rs. 1000-60-1300-70-1650
4.	Lecturer (in the cadre of Assistant Director of Town and Country Planning)	1	Rs. 750-50-1350.
<b>b. Office Staff:</b>			
1.	Manager (in the cadre of Superintendent)	1	Rs.525-25-675-30-855-35-925
2.	Accountant (in the cadre of Manager, Grade II Municipality)	1	Rs.450-20-590-25-740-30-800
3.	Assistant	1	Rs.400-15-490-20-650-25-700
4.	Junior Assistant	1	Rs.350-10-420-15-600
5.	Steno-Typist	1	Rs.350-10-420-15-600 plus special pay admissible according to technical qualifications.
6.	Typist	1	Rs.350-10-420-15-600 plus special pay admissible according to technical qualification
7.	Record Clerk	1	Rs.265-5-325-10-425
8.	Peons	4	Rs.250-5-330-10-400
9.	Watchman	1	Rs.200-5-300

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ANNEXURE II

Sl. No.	Details of furniture	Number
1.	Officer's Table	4
2.	Senior Clerk's Table	2
3.	Junior Clerk's Table	5
4.	Typist's Table	2
5.	Rattan Chairs	6
6.	Chairs (6 + 12)	18
7.	Half benches	12
8.	Typist's chairs	2
9.	Stools	4
10.	Full benches	4
11.	Almikh (Steel)	6
12.	Record Racks (Steel)	6
13.	Table (medium) for Class Rooms	4
14.	Chairs (Jefferson Chairs)	75
15.	Wall Clock	1

*A. hand*

DIRECTOR, C  
T.M. INSTITUTE OF URBAN S  
COIMBATORE.

*10/4/12*