



**ABSTRACT**

Third Grade Municipalities - Bringing the Third Grade Municipalities under the control of Commissioner of Municipal Administration - Redeployment of a portion of staff from the Office of the Director of Town Panchayats to the Office of the Commissioner of Municipal Administration - Continuance of Executive Officers and Staff of Third Grade Municipalities - Orders - Issued.

**MUNICIPAL ADMINISTRATION AND WATER SUPPLY (ELECTION) DEPARTMENT**

**G.O.(MS)NO: 301**

**DATED: 24.8.2004**

**READ:**

1. G.O.Ms.No.270, Municipal Administration and Water Supply Department, dated 11.6.2004.
2. G.O.Ms.No.277, Municipal Administration and Water Supply Department, dated 2.7.2004.
3. From the Director of Town Panchayats, D.O.Letter Roc.No.14158/2004/A6, dated 4.8.2004.
4. G.O.MS.No.300, Municipal Administration and Water Supply Department, dated 24.8.2004.

**ORDER:-**

In the Government Order first read above, orders have been issued for the reclassification of 566 Town Panchayats, (out of the 611 Town Panchayat in the State) which have a population of less than 30,000 as Village Panchayats with effect from 14.6.2004. The Tamil Nadu District Municipalities Act, 1920, was also amended by the Tamil Nadu Ordinance 7 of 2004 (since replaced by Tamil Nadu Act, 23 of 2004) to change the nomenclature of the "Town Panchayats" as "Third Grade municipalities" with effect from 14.6.2004. Subsequently in the G.O. second read above, four Village Panchayats, (which were earlier reclassified from the Town Panchayats) which are having a population of more than 30,000 as per 2001 census population final figures, were constituted as "Third Grade municipalities" with effect from 5.7.2004. Therefore, as on date, there are 49 Third Grade Municipalities (erstwhile Town Panchayats) in the State.

P.t.o

2. The Director of Town Panchayats has stated that the following is the Grade-wise strength of the erstwhile Town Panchayats, now, re-named as Third Grade Municipalities:-

Special Grade	:	15
Selection Grade	:	31
Grade-I	:	3
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Total		49
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Total staff strength in the Third Grade Municipalities, at present is as follows:-

1.	Executive Officers	49
2.	Provincialised category staff (Head Clerk / Junior Assistant / Bill Collector / Typist / Sanitary Inspectors)	338
3.	Non-Provincialised category (Record Clerk / Office Assistant / Sanitary Maistry and others)	1732
4.	Consolidated / Contingency	690
	<b>Total</b>	<b>2809</b>

3. The Director of Town Panchayats sent the following proposals with reference to bringing the Third Grade Municipalities under the control of Commissioner of Municipal Administration, redeployment of a portion of staff from the Office of the Director of Town Panchayats to the Office of the Commissioner of Municipal Administration and continuance of Executive Officers and Staff of Third Grade Municipalities:-

(a) Commissioner of Municipal Administration may be notified as Inspector of Third Grade Municipalities.

(b) A separate administrative set up or wing in the Office of the Commissioner of Municipal Administration may be formed to look after the affairs of the Third Grade Municipalities and the following posts may be re-allotted from the Office of the Director of Town Panchayats to the Office of the

Commissioner of Municipal Administration for smooth functioning and effective monitoring of Third Grade Municipalities:-

Sl. No.	Name of the Post	No.	Scale of Pay
1.	Joint Director	1	Rs.12000-375-18600
2.	Assistant Director	1	Rs.8000-275-13600
3.	Superintendent	1	Rs.6500-2000-10600
4.	Executive Officer (Accounts)	2	Rs.5000-150-8000
5.	Assistant	2	Rs.4000-100-6000
6.	Junior Assistant	2	Rs.3200-85-4900
7.	Steno-Typist	1	Rs.4000-100-6000
8.	Typist	1	Rs.3200-85-4900
9.	Record Clerk	1	Rs.2610-60-3150-65-3540
10.	Office Assistant	1	Rs.2550-55-2660-60-3200
	<b>Total</b>	<b>13</b>	

(c) Regional Directors of Municipal Administration may be appointed as Supervisory Officers of the Third Grade Municipalities at the Regional level.

(d) 9 posts of Junior Engineers may be allotted to the Third Grade Municipalities and they may be attached with the Regional or Zonal Engineers for the purpose of technical control.

(e) For smooth functioning, the present three grades of Town Panchayats may be merged into two grades and the following norms may be fixed for their classification:-

1.	Ordinary Income upto Rs.1.00 Crore	Class II	Scale of pay of Executive Officer - Rs. 5000-150-8000
2.	Ordinary Income above Rs.1.00 Crore	Class I	Scale of pay of Executive Officer - Rs. 5300-150-8300

(f) Appointing authority and the unit for appointment, promotion may be fixed as follows:-

<b>Sl. No.</b>	<b>Name of Post</b>	<b>Appointing Authority</b>	<b>Unit</b>
1.	Executive Officer, Grade-I	Commissioner of Municipal Administration	State
2.	Executive Officer, Grade-II	Commissioner of Municipal Administration	State
3.	Superintendent in the Commissioner of Municipal Administration Office (Third Grade Municipality)	Commissioner of Municipal Administration	State
4.	Head Clerk / Junior Assistant / Bill Collector / Typist	Commissioner of Municipal Administration	State
5.	Sanitary Inspector	Commissioner of Municipal Administration	State
6.	Staff in Commissioner of Municipal Administration Office (Third Grade Municipality)	Commissioner of Municipal Administration	State

1732 Nos. of posts in non-provincialised categories in time scale and 690 posts under consolidated / contingency categories are in existence in 49 Third Grade Municipalities.

4. The Government have examined the proposals of the Director of Town Panchayats in detail. Orders have been issued in the G.O. fourth read above, appointing the Commissioner of Municipal Administration as the Inspector of Third Grade Municipalities. The Government issue the following further orders with reference to redeployment of a portion of staff from the Office of the Director of Town Panchayats to the Office of the Commissioner of Municipal Administration and continuance of Executive Officers and Staff of Third Grade Municipalities:-

(1) The following Officers and Staff of the Office of the Director of Town Panchayats shall be reallocated to the Office of Commissioner of Municipal Administration, subject to the implementation of proportionate restructuring that may become necessary based on Staff and Expenditure Reforms



## Commission's (SERC) recommendations for the Director of Town Panchayats:-

Sl.No.	Name of the Post	No.	Scale of Pay
1.	Joint Director	1	Rs.12000-375-18600
2.	Assistant Director	1	Rs.8000-275-13600
3.	Superintendent	1	Rs.6500-2000-10600
4.	Executive Officer (Accounts)	2	Rs.5000-150-8000
5.	Assistant	2	Rs.4000-100-6000
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9.	Record Clerk	1	Rs.2610-60-3150-65-3540
10.	Office Assistant	1	Rs.2550-55-2660-60-3200
<b>Total</b>		<b>13</b>	

(2) At Regional level, the 7 Regional Directors of Municipal Administration are designated as the supervising officers of the Third Grade Municipalities within the 7 Regions concerned.

(3) 7 posts of Junior Engineers are allotted to the Offices of 7 Regional Directors of Municipal Administration at the rate of one Junior Engineer each for one Region in respect of the Third Grade Municipalities in the Region and attached to the Regional Engineers and two posts of Junior Engineers are allotted to the Office of the Commissioner of Municipal Administration to attend to the works relating to the Third Grade Municipalities. The salary and allowances of the Junior Engineers shall be met from the Devolution Funds.

(4) The present classification of Third Grade Municipalities shall continue and the Executive Officers shall continue with their respective scales of pay.

(5) The proposal of the Director of Town Panchayats referred to in paragraph 3 (f) in respect of appointing authority, unit for appointment etc. for Executive Officers and other provincialised staff are accepted and the Commissioner of Municipal Administration is directed to send necessary proposal to amend the relevant service rules suitably within a month.

(6) In respect of non-provincialised posts and consolidated / contingency staff, the existing posts / staff in the 49 Third Grade Municipalities will be continued as such and the Commissioner of Municipal Administration is directed to send necessary proposals to amend the relevant service rules / orders suitably within a month.

- (7) The payment of salary and allowances of all staff including the Executive Officer from the General Funds of the Third Grade Municipalities shall continue.
- (8) Payment of pensionary benefits to the provincialised employees from the Government fund and the non-provincialised regular (with Scales of pay) employees from the Pension Fund under control of the Director of Local Fund Audit will continue. The Commissioner of Municipal Administration is directed to send necessary proposals to amend the Pension Rules in consultation with the Director of Local Fund Audit.
- (9) The Director of Town Panchayats is directed to allot the officers and staff for the posts referred to in Item Nos. (1) and (3) above.
- (10) The Commissioner of Municipal Administration is also directed to examine the issues further and to send proposal to Government on any other aspects, if necessary.

5. This order issues with the concurrence of the Finance Department - vide its U.O.No.55778/MA&WS/04, dated 20.8.2004.

(BY ORDER OF THE GOVERNOR)

**G.K.GARIYALI**  
**SECRETARY TO GOVERNMENT**

To

The Commissioner of Municipal Administration, Chennai-5.

The Director of Town Panchayats, Chennai-108.

All Regional Directors of Municipal Administration.

The Executive Officers of Third Grade Municipalities.

The Director of Local Fund Audit, Chennai-108.

The Director of Rural Development, Chennai-15.

The Accountant General, Chennai-18 / Chennai-35.

The Pay and Accounts Office, Chennai-1 / Chennai-5.

All District Collectors.

The Assistant Directors of Town Panchayats (Zone).

The Municipal Administration and Water Supply

(ME.I, ME.II and ME.III) Department, Chennai-9.

Copy to: The Rural Development Department, Chennai-9.

The Finance Department, Chennai-9.

All Sections (Except ME.I, ME.II and ME.III) in

Municipal Administration and Water Supply Department, Chennai-9.

// forwarded/by order //

*E.S.K. muller*  
24.8.04  
**SECTION OFFICER**

*Subh*  
24.8.04