

MUNICIPAL ADMINISTRATION AND WATER SUPPLY (OP-I)
DEPARTMENT

Sl. No.	Section	Subject
1.	WS-I	Water Supply Schemes of Salem, Coimbatore, Dharmapuri, Erode, Nagapattinam, Namakkal, Kancheepuram, Tiruvallur, Vellore, Tiruvannamalai, Nilgiris and Thiruvavarur. Including Land acquisition matters.
2	WS-II	Water Supply Schemes of Madurai, Virudhunagar, Sivaganga, Ramanathapuram, Theni, Cuddalore, Ariyalur, Kanniyakumari and Villupuram, centrally sponsored Water Supply Schemes. Accelerated Urban and Rural Water Supply Programmes.
3	WS-III	Water Supply Schemes of Tiruchi, Karur, Pudukottai, Thanjore, Perambalur, Tirunelveli, Tuticorin and Dindigul, Establishment matters of TWAD Board.
4	WS-IV	All externally aided projects. World Bank Schemes and Hogenakkal Water Supply Scheme.
5	Budget	Consolidation of Assurance LAQ, PAC/PUC Demand of MA&WS Department. Part –II Schemes, Announcements etc.,
6	General	Cases relating to more than one HOD subject not related to any of the Sections in the Department. Consolidation of CM Cell petitions, RTI petitions. Review of Long Pending cases, conduct of important meetings.
7	OP-I	Services matters relating to Officers & Staff of MA&WS Department including Vigilance and Disciplinary cases.
8.	OP-II	Sanction of Loans and Advance to Staffs of MA&WS Department, Supply of Stationery items, Contingencies, Telephones, Maintenance of Motor Vehicles. Monthly Compilation of Government Orders issued in MA&WS Department. Audit Reports relating to MA&WS Department.
9	Bills	Disbursement of Salary to the Officers and Staffs MAWS Department, Telephones bills, Contingent bills.
10	ME-I	All administrative matters relating to the Office of CMA. Establishment Matters of Municipal Commissioners.
11.	ME-II	Disciplinary cases of Municipal Administration Department.
12	ME-III	Municipal Engineering Establishment matters including disciplinary cases. Matters relating to Public Health staff including NMRs of all Municipality.
13	ME-IV	Vigilance cases of Municipalities and Corporations.
14	MC-I	Chennai Corporation Schemes.

15	MC-II	All Schemes of Madurai, Coimbatore, Salem, Tiruchy, Tirunelveli Corporations, including land acquisition.
16	MC-III	Establishment matters of Chennai Corporation.
17	MC-IV	Establishment matters including Disciplinary cases of Madurai and Coimbatore Corporations.
18	MC-V	Establishment and disciplinary cases of Salem, Trichy, Tirunelveli Corporations.
19	MC-VI	Establishment and Schemes of Tirupur, Erode, Vellore and Thoothukudi Corporations.
20	MA-I	All matters relating to Building Rules in respect of Municipalities, Town Panchayats & all Corporations except Chennai Corporation.
21	MA-II	Release of grant under Central Finance Commission, JNNURM, UIDSSMT, IHSDP, SJSRY, TNUDP-III, TNUDF, Solid Waste Management in Municipalities, Low Cost Sanitation etc.,
22	MA-III	Civic amenities in Municipalities, Tenders, New Tiruppur Area Development Programme, matters relating to Sewerage roads and Bridges of Municipalities.
23	MA-IV	Tax, License Fee, Water Charges of Municipalities. Property Tax, Markets, Bus Stand, Shops, Lease of Land, Public Health in Municipalities.
24	MA-V	Land Acquisitions, Dissolution of Municipal Councils. Constitution and Up-gradation of Municipalities. Disqualifications of Councilors, Anna Marumalarchi Thittam in Municipalities, Audit etc., Parks, Playfields and Open Space Regulation in all Municipalities.
25	TP-I	Establishment matters of Town Panchayats.
26	TP-II	LAQs, Assurance, PAC, CM Cell Petitions of Town Panchayat..
27	TP-IV	Disciplinary and Vigilance cases of all Town Panchayats.
28	Metro Water	Schemes and Establishment matters of Metro Board. New Veeranam Scheme, Krishna Water Supply Scheme etc.
29	Election	Conduct of Elections to Town Panchayats, Municipalities and Corporations, Liaison work with Election Commission, Revision of Jurisdiction of Municipalities and Corporations. Legislation matters of MA&WS Department.