



# **MANUAL UNDER RIGHT TO INFORMATION ACT 2005**

**GOVERNMENT OF TAMIL NADU  
OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI -5**

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## **CHAPTER-1**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)

PUBLIC WORKS DEPARTMENT,

CHEPAUK, CHENNAI-5

### **INTRODUCTION.**

- 1.1. In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of each public authority, the Government of India have enacted "The Right to Information Act, 2005" (RTI ACT) which came in to force on 15.06.2005, In pursuant to the provisions of sections 4 (1) (b) of the Act, as State Level, the Chief Engineer (Buildings), PWD, Chepauk, Chennai-5, has brought out this manual for information and guidance of the stakeholders and the general public.
- 1.2. The purpose of this manual is to inform the general public about the organisational set-up of this office, the functions and duties of its officers and employees, records and documents available with this office.
- 1.3. This manual is aimed at the public in general and users of the services, and provides information about the schemes, projects and programmes being implemented by the Building Organization, Public Works Department, and the Circles / Divisions / Sub Divisions under its administrative control.
- 1.4. The Chief Engineer (Buildings), Public Works Department, Chepauk, Chennai-5, has designated Thiru. R. Vijayaraghavan, Deputy Chief Engineer (Buildings), office of the Chief Engineer (Buildings), PWD, Chennai-5 as its PUBLIC INFORMATION OFFICER, (PIO) for all matters concerned to this office.
- 1.5. A person requiring any information under the Act may contact Thiru. R. Vijayaraghavan, Deputy Chief Engineer (Buildings), Office of the Chief Engineer (Buildings), PWD, Chennai-5, His telephone No. is 28410402 – Extn .161.

1.6. The procedure and fee structure for getting information are as under:

(a) A request for obtaining information under sub-section (1) of section 6 of the Right to Information Act shall be made in writing or through electronic means either in person or by post to the Public Information Officer, mentioned in paragraph 1.4 above and must be accompanied by an application fee of Rs.10/- (Amendment issued in G.O. Ms. No.1012, Public (Estt. I & LEG) Department, dated 20.09.2006 by cash or by demand draft or banker's cheque. The Public Information Officer shall credit the amount to the following head of account.

**"0075.00 Miscellaneous General Services - 800. other receipts - BK. Collection of fees under Tamil Nadu Right to Information, (Fees) Rules 2005" (DPC 0075 00 800 BK 0006)**

The applicant may also remit the fee under the above head of account through Treasury/ Pay and Accounts Office / State Bank of India/ Reserve Bank of India and produce the chelan to the Public Information Officer as an evidence for having remitted the fee.

(b) For providing information under sub-section (1) of section 7 of the Right to Information Act, the request shall be made as at (a) above and the fee as below should be paid as per the mode at (a) above.

- (i) Rupees two for each page (in A-4 or A-3 size paper) created or copied;
- (ii) Actual charge or cost price of a copy in larger size paper;
- (iii) for inspection of records, no fee for the first hour; and a fee of Rs.5/- for each every one hour (or fraction thereof) thereafter.

(c) For providing the information under sub-section (5) of section 7 of the Right to Information Act, the request shall be made as at (a) above and the fee as below should be paid as per the mode at (a) above.

- (i) for information provided in diskette or floppy, @ Rs.50/- (fifty) per diskette or floppy; and
- (ii) for information provided in printed form, at the price fixed for such publication.

1.7. Persons below the poverty line are exempted from the payment of fee mentioned in paragraph 1.6 above for seeking information under the Right to Information Act, 2005. The list of persons below poverty line approved by the Gram Panchayat and local bodies will be the basis for claiming this concession. An extract of the list duly certified, will be sufficient to avail this concession.

1.7. The Chief Engineer (Buildings), Public Works Department, Chennai -5 has designated Thiru. M.A. Selvanathan, Joint Chief Engineer (Buildings) as Appellate Authority under section 19 (1) of the Act. The contact Address of the Appellate Authority is given below.

Thiru. M.A. Selvanathan

Joint Chief Engineer (Buildings)  
Public Works Department,  
Office of the Chief Engineer (Buildings),  
Chepauk, Chennai -5.

**Telephone No:-** 1) Direct line - 28413725  
2) 28410402-Extn.152

## **CHAPTER-2**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### **PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES:-**

#### **1. OBJECTIVE FOR PURPOSE:-**

The Chief Engineer (Buildings) Public Works Department ,Chepauk, Chennai-5 functions as the Head of Department of the Buildings Organisation in Public Works Department .

2. Buildings Organisation of Public Works Department is vested with the responsibility of Planning, Designing and Construction of Public Buildings and allied works in accordance with needs and requirements of various Government Departments, such as Revenue, Backward class / Most Backward class, Police, Medical, Judicial, Agriculture, Commercial Taxes, Social Welfare, Law, Education, Animal Husbandry and Prisons of State Government. The also undertake remittance and deposit works of various Government and quasi Government Organisation as per Government's directions.

3. This Organisation is vested with responsibility of Maintenance of all Government Buildings, Monuments, Memorials, Restoration of Cyclone and Flood Affected buildings are also carried out by this Organisation.

4. The maintenance of Inspection Bungalows and Circuit Houses, Raj Bhavan, Secretariat, Government Estate. MLA Hostel, Ministers and other VVIP Bungalows are also looked after by this Organisation. Telephone, Property Tax and Electricity Bills for these Buildings are also paid by this Organisation.

5. In addition to these works, relating to VIP/ VVIP visits issue of reasonableness of Rent Certificate of private Buildings occupied by Government Department, furnishing of valuation statement of Buildings if required by Government, Issue of stability certificate for Cinema Theatres, are also attended to by Buildings Organisation etc.,

#### **(II) BRIEF HISTORY:-**

The Buildings Organisation in Public Works Department was formed on 01.10.95, Consequent on the re-organisation of Public Works Department, in to water Resources Organisation and Buildings Organisation, and the Chief Engineer (Buildings) Public Works Department Chennai 5. is functioning as a Head of Department of Building Organisation.

2) There are fifteen Circles, and Forty Nine Divisions, which are now functioning under the control of the Chief Engineer (Buildings) Chennai-5, to look after the works as mentioned in para (i).

#### **(III) THE WORKING HOURS OF THIS OFFICE:-**

10.00 A.M. to 5.45 P.M. (Lunch Break - 1.30 P.M. to 2.00 P.M)

#### **5 WORKING DAYS FROM MONDAY TO FRIDAY:-**

IV Organization Chart of the O/o the Chief Engineer,(Buildings) Public Works Department Chepauk, Chennai -5:- .

V Organisation Chart of Circles and Divisions under the control of Building Organisation of Public Works Department Chepauk, Chennai -5:-

### **CHAPTER-3**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

#### **POWER AND DUTIES OF OFFICERS AND EMPLOYEES :-**

The Chief Engineer (Buildings) is the Head of Department, of Building Organisation, Public Works Department, in respect of all Administrative matters and all matters relating to the schemes executed by the Department. He is assisted by one Joint Chief Engineer (Buildings), one Deputy Chief Engineer (Buildings) one Deputy Chief Engineer (Electrical), Eighteen Assistant Executive Engineers (Technical Sections), two Head Draughting Officers, and two Administrative Officers, and one Accounts Officer. The power and the duties of the Officers in the Office are indicated below.

#### **CHIEF ENGINEER (BUILDINGS) PUBLIC WORKS DEPARTMENT:-**

- (i) The Chief Engineer is empowered to accord Technical Sanction to Estimate above Rs.1.00 Crore as per G.O. MS. No 140 PW (G2) Department, dated 23.03.2000. (i.e) The Chief Engineer is having full powers to accord Technical Sanction to estimates.
- (ii) **Tender Acceptance: G.O.MS.No.140PW(G2)Dept, dt. 23.03.2000.**  
**Chief Engineer (Buildings):**
  - a. Upto Rs.30.00lakhs  
(with tender excess upto 10%)
  - b. Upto Rs.1.00 crore  
(with tender excess upto 5%)

If the Value exceeds Rs.1.00crore or for tender value upto Rs.1.00 crore with the tender excess Rs.more than 5% then the tenders are placed before the Tender Award Committee through the Engineer- In - Chief, (G.O. MS.No.555 Public Works (G2) Department dated 17.11.99.

H.D.O. section is scrutinizing all the estimates and proposals and sent to the Chief Engineer (Buildings) for approval. All the tender proposals are also scrutinised in H.D.O. section.



This Office consists of Thirty one sections and the functioning of sections are tabulated below.

<b>Sl.No</b>	<b>Section</b>	<b>Details of subjects dealt with</b>
1	T2	All Revenue Works etc.,
2	T3	Medical Education Works, Medical Department Works etc.,
3	T4	Adi Dravida, Social Welfare, Backward Classes, Horticulture Department works etc.,
4	T5	Medical and Rural Health Services, Taluk Hospitals District Head Quarters, Hospitals , Primary Health Centers, etc.,
5	T6(A)	All Electrical Works in Electrical Circle, Chennai.
6	T6(B)	All Electrical Works in Electrical Circles, Salem and Madurai.
7	T7	Judicial Department, Secretariat, Government Estate, Raj Bhavan, Tamil Nadu House at New Delhi, State Guest House works etc.,
8	T8	Commercial Tax Department, Cyclone Shelter, Labour welfare Department, Tribal Welfare Department, Fisheries, Natural Calamities works etc.,
9	T9	Education Department, Museum, Archieves, Law Colleges, All Library building all University, Sport Complex work etc.
10	T10	Continuance proposals, Redeployment proposal, Technical Circulars, space allocation in Chepauk, Inspection notes on works, Tour beyond the Jurisdiction, Receipt and Despatch, Record, Typing, Legislative Assembly Questions/ Cut- motions, Tender Register & Technical Sanction Register, Seminar, Conferences, Training Programme, Vehicles, Amalgamation, Office Administration, all Committee Meetings, General Subjects and monitoring computer unit, Xerox machine, etc.,
11	T11	Agriculture Department works, Hill Area Development Programme, Agricultural Marketing Board, etc.,
12	T12	Public Works Department Works, Forest, Transport, Stationery and Printing, Inspection Bungalows, and Guest House, Part II Schemes Proposals for Public Works Department works etc.,
13	T14	Police Department, Prison, Fire Services and Forensic Department works etc.,
14	T15	Animal Husbandry, W.R.C.P. Building works M.L.A. Office Buildings, Hydrology Buildings works etc.,
15	T16	Rural Department Works, Ex. Service men, Survey and Land Records, Registration Department, Treasuries and Accounts, Co -operation, Anna Institute of Management works
16	T17	R.D.L.A. Hindu Religious & Endowment Charity Department, Tamil Nadu Public Service Commission, MPs / MLAs Works, Judges Quarters Legislative Assembly ; etc.,

Sl.No	Section	Details of subjects dealt with
17	T18	Memorials, Tourism, Rehabilitations, Art & Culture, Maintenance Works of Rajaji Hall and Kalaivanar Arangam, Horticulture and Social Welfare and Social Defense
18	Pert	Review and Monitoring of Monthly Progress of works, Monitoring of Chief Minister Cell Petitions, State Administration Report, Five Year Plan Scheme Works, Estimate Committee.
19	H.D.O (1)	Tenders Agreements, contracts, Policy Matters, PWD, code, Arbitration, issue of structural stability certificate for Cinema Theatre.
20	H.D.O (2)	VIP visit, VVIP visit, VIP residence, Lease of Land and Buildings, valuation of Buildings, Tamil Nadu Lease and Rent control Act.
21	Budget	Works Budget, Budget Proposals sent to Government Budget allotment, distribution of funds, Letter of Credit.
22	Rent Cell	Government quarters, Rent collection, Court case, Accountant General Audit para, Revenue Receipt (Tamil Nadu). Etc.,
23	Audit	Pleader fees sanction, tour administration, shortage of materials, recovery of Revenue Deposit, Inspection of Superintending Engineers Office, Clearance of Miscellaneous Advance, Waiver of Proposals of all matters. Review meeting of Accountant General's Audit para, Annual Certificate of balance, C.S.S.A. etc.,
24	P.A.C	Expenditure, Reconciliation (A.G.), Appropriation, PWD, Grant & other grant, Accountant General Para, PAC Para, 'X' Form, 'Y' Form ; etc.,
25	E1	Assistant Executive Engineer / Assistant Engineer / Junior Engineers Transfer and posting orders, Pay fixation, Leave sanction,
26	E2	Draughting Officers, HDO, Special Grade D.O. Sr. Draughting Officers / Draughting Officers, Junior Draughting Officers, Driver, Assistant D' Man, Record Clerk, Office Assistant, N.M.R. and Other contingency staff.
27	E3	Superintendent, Assistant, Junior Assistant, Typist, Transfer and posting orders.
28	E4	Establishment Budget, Office contingencies, Stationery uniform, Fuel, Telephones (residence and offices)
29	E5	G.P.F. / Final / Part final and Final Payment, Motor car, Vehicles Advances, House Building Loan advance, permission for House Building and Vehicles, Court fees. Etc.,
30	SS1	Superintendent, Assistant Engineers, Assistant Executive Engineers, Junior Engineers, Administrative Officers, Assistant, Record Clerk, Typist, Draughting Officers of Chief Engineer (Buildings)'s office staff, leave sanction, transfer and posting, pay fixation, increment, pension proposal, Office Inspection, Accountant Generals Office Inspection.
31	SS2	Chief Engineer (Buildings)'s office staff members Pay Bill. Contingent bill, Festival Bill, Medical Bill, T.A. Bill, LTC bill, Death-Cum-Retirement Gratuity, bill preparation to all categories, arrear bills preparation, to Chief Engineer (Buildings)'s office staff members, Number statement and Reconciliation; etc;

## CHAPTER-4

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### **RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS FOR DISCHARGING FUNCTIONS.**

1. The Business in the Department is carried out with reference to the provisions contained in the following Rules and Regulations and Manuals.

- i) District Office manual.
- ii) Tamil Nadu Engineering Service Rules.
- iii) Tamil Nadu Engineering Subordinate Service Rules.
- iv) Tamil Nadu Public Works Department Code.
- v) Tamil Nadu Public Works Account Code.
- vi) Tamil Nadu Budget Manual
- vii) Tamil Nadu State and Subordinate Service Rules
- viii) Tamil Nadu Civil Services (Discipline and Appeal)rules
- ix) Tamil Nadu Government Servants Conduct Rules, 1973
- x) Tamil Nadu Pension Rules
- xi) Fundamental Rules,
- xii) Tamil Nadu Financial Code.
- xiii) Tamil Nadu Account Code
- xiv) Tamil Nadu Treasury code.

2. The Details of the above listed Rules, Manuals and Acts are furnished below.

<b>Sl. No.</b>	<b>Name of the Rules</b>	<b>District Office Manual.</b>
1	Type of the Document.	This manual Contains the rules to the office procedure and maintenance of office records etc.,
2	Name of the Manual	Tamil Nadu Engineering Service Rules.
	Type of the Document	The rules describe the service matters (viz) appointment, educational qualification, promotions etc of the posts the TNES governed in
3	Name of the Manual	Tamil Nadu Engineering Subordinate Service Rules.
	Type of the Document	The rules describe all service matters (vix) appointments educational qualification promotions etc of the posts governed in the TNESS.

<b>Sl. No.</b>	<b>Name of the Rules</b>	<b>District Office Manual.</b>
4	Name of the Manual	Tamil Nadu Public Works Department code.
	Type of the Document	This code describe the delegation of powers to the P.W.D. Officers in respect of Works.
5	Name of the Manual	Tamil Nadu Public Works Account Code.
	Type of the Document	This Code describes the accounting procedures Maintained by the P.W.D. on works.
6	Name of the Manual	The Tamil Nadu Budget Manual
	Type of the Document	This manual contains the rules framed by the Finance Department for the guidance of estimating officers and departments of Secretariat in regard to the budget procedure in general and to the preparation and examination of the annual budget estimates and the subsequent control over expenditure in particular to ensure that it is kept within the authorized grants or appropriation.
7	Name of the Document	Tamil Nadu State and Subordinate Service Rules.
	Type of the Rules.	The rules are made under the proviso to article 309 of the Constitution of India governing the service conditions of members of State and Subordinate Services.
8	Name of the Document	Tamil Nadu Civil Services (Discipline and Appeal) Rules.
	Type of the Rules.	The rules are made under the proviso to article 309 of the Constitution of India in relation to the discipline, penalty and appeal against penalty imposed on the members of civil service of the State.
9	Name of the Document	Tamil Nadu Government Servants conduct Rules. 1973
	Type of the Rules.	The rules are made under the proviso to article 309 of Constitution of India in relation to the conduct of the members of civil service of the State in the performance of the duty with integrity and devotion to duty.
10	Name of the Document	Tamil Nadu Pension Rules.
	Type of the Rules.	The rules are made in relation to the pensionary benefits to the members of civil service of the State.

<b>Sl. No.</b>	<b>Name of the Rules</b>	<b>District Office Manual.</b>
11	Name of the Document	Fundamental Rules.
	Type of the Rules.	The rules are made under the proviso to article 309 of Constitution of India in relation to the pay, allowances, leave joining time, foreign service etc., of the members of civil service of the State.
12	Name of the Document	Tamil Nadu financial Code.
	Type of the Code.	The code is published by the Finance Department outlining discipline to be followed in incurring expenditure and procedures to be followed and delegation of powers.
13	Name of the Document	Tamil Nadu Account Code.
	Type of the Code.	The code published by the Finance Department outlines the accounting procedures to be followed by various departments while regulating expenditures.
14	Name of the Document	Tamil Nadu Treasury Code
	Type of the Code.	The code published by Finance department outlines the procedures to be followed in regard to preparation of bills and presentation to treasury for payment and accounting procedures incidental thereto.

The documents mentioned in item 1 to 14 are available with the Director of Stationery of Printing for sale to the Public on payment of cost.

**CHAPTER-5**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

**PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR  
CONSULTATION WITH, OR REPRESENTATION BY THE MEMBERS OF  
THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY  
OR IMPLEMENTATION THEREOF.**

There is no provision to seek consultation / participation of Public or its representatives for formulation of policies or implementation of policies in respect of this office.

**CHAPTER-6**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

**A STATEMENT OF CATEGORIES OF DOCUMENTS THAT ARE HELD BY  
IT FOR ITS CONTROL.**

Sl. No.	Category the Document.	Name of the Document and its introduction in one line.	Procedure to obtain the document.	Held by / under control of.
-- Nil ---				

## **CHAPTER-7**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### **A STATEMENT OF BOARDS, COUNCIL, COMMITTEES AND OTHER BODIES CONSTITUTED AS ITS PART.**

There are no Boards, Council, Committees and other bodies related to this office to provide information to the Public.



## CHAPTER-8

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### NAME AND DESIGNATION AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICER.

#### PUBLIC INFORMATION OFFICER.

Name	Designation	STD CODE	Phone No. Office,	FAX	E- Mail	Address.
Er. R. Vijayaraghavan, B.E.	Deputy Chief Engineer (Buildings)	O44	28410402 Extn. 161	---		Deputy Chief Engineer (Buildings) O/o the Chief Engineer (Buildings), PWD, Chepauk, Chennai - 5

#### DEPARTMENT APPELLATE AUTHORITY

Name	Designation	STD CODE	Phone No. Office,	FAX	E- Mail	Address.
Er. M.A. Selvanathan, B.E.,	Joint Chief Engineer (Buildings)	O44	<b>Direct</b> 28413725 28410402 Extn. 152	28525367	cebuildings@hotmail.com	Joint Chief Engineer (Buildings) O/o the Chief Engineer (Buildings), PWD, Chepauk, Chennai - 5

## **CHAPTER-9**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### **PROCEDURE FOLLOWED IN DECISION MAKING PROCESS.**

This office being the office of a Heads of Department follows the rules laid down in the Tamil Nadu P.W.D. Accounts Code and Tamil Nadu P.W.D. Code in respect of all technical matters relating to the Building schemes. Apart from this, the provision in other codes and Service rules mentioned in the chapter, 4 of this manual are also followed wherever applicable.

The decisions are taken based on the merits of the issues, relative priorities and availability of funds etc; in accordance with the documented procedures/ laid down procedures / defined criteria / rules detailed above.

The process of examination is initiated by the subject dealing members and passes through Superintendent / Administrative Officer / Accounts Officer / Assistant Exe. Engineers / Deputy chief Engineer (Buildings) / (Electrical) / Joint Chief Engineer (Buildings) and Chief Engineer (Buildings). The Chief Engineer (Buildings) is the final authority in taking decisions on all the policy matters of the Buildings of organization.

**CHAPTER-10**  
OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5  
**DIRECTORY OF OFFICERS AND EMPLOYEES**

**CHAPTER-11**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

**MONTHLY REMUNERATION RECEIVED BY EACH OF THE OFFICERS  
AND EMPLOYEES INCLUDING THE SYSTEM OF COMPENSATION AS  
PROVIDED IN THE REGULATION.**

**CHAPTER-13**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

**THE MANNER OF EXECUTION OF SUBSIDY PROGRAMME  
ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH  
PROGRAMMES.**

There all no subsidy or beneficiaries programmes that are distribute of to the public in this office.

**CHAPTER-14**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

**PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR  
AUTHORISATIONS GRANTED BY IT.**

No concessions, permits or authorization are granted to the Public in this office.

## **CHAPTER-15**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### **NORMS SET FOR THE DISCHARGE OF FUNCTIONS.**

For the discharge of functions allocated to the building organization of Public Works Department, in respect of the works : 1) Tamil Nadu Public Works Account Code & 2) Tamil Nadu Public Works Department Code Manuals) and in respect of Establishment of Engineering employees in this Department : 1) Tamil Nadu Engineering Service 2 ) Tamil Nadu Engineering subordinate service Rules are followed in this organization.

Moreover, the day-to-day administrative functions are carried out by various Acts and Rules and instructions issued by the Government from time to time.

Apart from this some of the Commonly used Acts / Rules / Manuals are also followed wherever applicable

- 1) District Office manual.
- 2) Tamil Nadu Budget Manual
- 3) Tamil Nadu State and Subordinate Service Rules
- 4) Tamil Nadu Civil Services (Discipline and Appeal)rules
- 5) Tamil Nadu Government Servants Conduct Rules, 1973
- 6) Tamil Nadu Pension Rules
- 7) Tamil Nadu Financial Code.
- 8) Fundamental Rules,
- 9) Tamil Nadu Account Code
- 10)Tamil Nadu Treasury code.

## **CHAPTER-16**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### **DETAILS IN RESPECT OF THE INFORMATION AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM.**

The details of the information related to various schemes can be availed of by Public in the form of floppy, Cassette according to the Right to Information Act, 2005. There is no separate website for Chief Engineer, Buildings Organisation, Public Works Department. Any additional information about the functioning of the Building organization, Public Works Department is available in the following website.  
[tn.gove.com](http://tn.gove.com).

## **CHAPTER-17**

OFFICE OF THE CHIEF ENGINEER (BUILDINGS)  
PUBLIC WORKS DEPARTMENT,  
CHEPAUK, CHENNAI-5

### **PARTICULARES OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION**

The Public are provided with information through Notice Board, Newspapers, District Level and State level Tender Bulletins office Library, Web Site and Exhibitions and other means of advertising.