



## **ABSTRACT**

Announcement - Implementation of Namakku Naame Thittam (Urban) - Guidelines - Issued.

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### **MUNICIPAL ADMINISTRATION AND WATER SUPPLY (NS) DEPARTMENT**

**G.O. (Ms) No.71**

**Dated: 13.09.2021**

திருவள்ளூர் ஆண்டு 2052  
பிலவ, ஆவணி-28,

#### **Read:**

From the Director of Municipal Administration, letter  
Roc.No.18698/2021/P2, Dated 7.9.2021

#### **ORDER:**

In the (Revised) Budget Speech for the year 2021-22, the Hon'ble Minister for Finance and Human Resources Management among others, has made the following announcement:-

"The Namakku Naame Thittam will be implemented with vigour in all urban areas of Tamil Nadu to restore water bodies, create parks, recreation and sports facilities, tree plantation, construct or upgrade school buildings, dispensary buildings and libraries study rooms. Those who contribute significantly towards such works in Namakku Naame Thittam will be awarded the Hon'ble Chief Minister's Special Award every year. A provision of Rs.300 crore has been made for this scheme."

2. Based on this, the Hon'ble Minister for Municipal Administration, among others, has made the following announcements during the Demand for Grants of this department on the floor of the Tamil Nadu Legislative Assembly on 24.8.2021:-

"சென்னை பெருநகர மாநகராட்சி உட்பட அனைத்து மாநகராட்சிகள், நகராட்சிகள், பேரூராட்சிகளில் ரூ.300 கோடி மதிப்பீட்டில் நீர் நிலைகள் புனரமைத்தல், பூங்காக்கள் அமைத்தல், பொழுது போக்கு மற்றும்

விளையாட்டு வசதிகள் ஏற்படுத்துதல், மரம் நடுதல், பள்ளிக் கூடங்கள் மேம்படுத்துதல், பொது சுகாதார மையம், கற்றல் மையங்கள், சாலைகள், தெருவிளக்குகள் அமைத்தல் போன்ற அடிப்படை வசதிகள் கொண்ட "நமக்கு நாமே திட்டம்" செயல்படுத்தப்படும்."

3. In the letter read above, the Director of Municipal Administration has furnished the draft Guidelines for Namakku Naame Thittam (Urban).

4. The Government after careful examination of the proposal of the Director of Municipal Administration have decided to accept the same and approve the Guidelines as annexed to this order for Implementation of Namakku Naame Thittam (Urban).

5. This order issues with the concurrence of Finance Department vide its No. 2967/FS/P/2021, dated 11.9.2021.

**(BY ORDER OF THE GOVERNOR)**

**SHIV DAS MEENA  
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT**

**To**

The Principal Secretary / Commissioner,  
Greater Chennai Corporation, Chennai-3.

The Director of Municipal Administration,  
Chennai-28.

The Commissioner of Town Panchayats, Chennai-28.

**Copy to**

The O/o. the Hon'ble Chief Minister, Chennai-9.

The O/o. the Hon'ble Minister for Municipal  
Administration, Chennai-9.

The O/o. the Hon'ble Minister for Finance and HR  
Management, Chennai-9.

The Finance Department, Chennai-9.

All the District Collectors.

The Senior Private Secretary to Additional Chief Secretary to  
Government,

Municipal Administration and Water Supply Department,  
Chennai-9.

The Municipal Administration and Water Supply (OP2) Department,  
Chennai-9.

**//Forwarded by order//**

*S. Das Meena*  
13/9/21  
**Section Officer**

## **ANNEXURE**

### **Guidelines for Implementation of Namakku Naame Thittam (Urban)**

People's participation is essential in civic infrastructure projects. It also brings the sense of ownership among the people. In order to improve the self-support mechanism of public and to enhance increased public participation in creating and maintaining community infrastructure, the Government has proposed to introduce the Namakku Naame Thittam (Urban) from 2021-22 onwards.

Namakku Naame Thittam (Urban) will be implemented in all Urban local bodies, viz Greater Chennai Corporation, all 14 Corporations, all 121 Municipalities and in all 528 Town Panchayats.

#### **1. Public Participation :**

- The minimum public contribution for any of the identified work should be one third of the estimate value.
- In respect of the works related to renovation of water bodies, the minimum public contribution should be 50% for the desilting and bund formation component. For other components like pathway, retaining wall, light / bench facilities etc, the minimum public contribution will be one third of estimate value.
- There will be no upper limit for public contribution.

#### **2. Procedure for Selection of Works:**

- (i) The proposal for taking up of works under Namakku Naame Thittam (Urban) may originate from individuals, groups, such as resident welfare association, institutions, public or private companies or from the community.
- (ii) Request in the form of an application indicating the work to be taken up with consent for contributing at least one-third of the estimate amount by the public has to be given to the concerned Commissioners (in case of Corporation / Municipalities) or Executive officers (in case of Town Panchayats).
- (iii) The Commissioners / Executive officers after ascertaining the need and feasibility of the proposed work with reference to the norms of the scheme, will ask for the detailed estimate from the implementing agency. Thereafter, the applicant should deposit the prescribed amount with the concerned urban local body.

- (iv) The contribution by industries, companies and other entities may be accepted as public contribution. The contributions made by any entity under CSR may also be accepted as public contribution, subject to instructions contained in the Letter (Ms) No.310, Finance (BPE)/2020, Dated 31.7.2020.
- (v) Local body fund / grant cannot be taken as Public contribution.
- (vi) If permission of any other department, other than urban local bodies concerned, is necessary to execute the work, permission shall be obtained from the concerned department before according Administrative Sanction.
- (vii) If the assets to be created have to be maintained by any other department, concurrence should be obtained from the department concerned.
- (viii) If the demand is more, priority shall be given to such works which are of greater benefit to the community.

### **3. Suggested List of Works that may be Taken Up:**

The following is the indicative list of works that may be taken up under Namakku Naame Thittam:-

- i. Renovation of water bodies.
- ii. Formation, improvement and renovation of Parks, Play grounds, Traffic Islands, Fountains, Streetlights.
- iii. Installation of energy efficient Street lights, Solar High Mast Lights in vantage points like traffic junctions, market places etc., CCTV Camera at vantage points.
- iv. Planting of trees and installation of tree-guards.
- v. Construction and renovation of buildings for Schools, Colleges, Hospitals, Urban Primary Health Centres including compound wall and other basic amenities.
- vi. Construction of modern libraries / knowledge centres
- vii. Construction of bridges, culverts, storm water drain, upgradation of earthen /gravel/WBM roads / streets to All-weather roads paved with BT, CC and paver blocks.

- viii. Construction and Renovation of shopping complexes or any other buildings of public benefit.
- ix. Purchase of computers, furniture and other accessories to Knowledge Centre, Municipal Schools and Libraries. Used computers and accessories shall not be purchased.
- x. Improvement and renovation of all community assets like Anganwadi, Community toilets / Public toilets, shops, Markets etc.,
- xi. Construction of new crematoria.

#### **4. Negative List/Prohibited Works:**

The following works shall not be taken up under the NNT(Urban):-

- 1) Construction of office and residential buildings belonging to Central and State Governments, including Public Sector Undertakings, co-operatives and societies.
- 2) Purchase of all movable items, equipment and furniture.  
*Exception:* Purchase of furniture and equipment for Government Colleges, Government / Municipal Schools and Libraries / knowledge centers, Medical equipments to Hospitals and PHCs.
- 3) Any work in Government-aided and Self-financing Schools and Colleges.

#### **5. Execution of Works:**

- (i) Administrative sanction must be accorded by Commissioner, GCC / DMA / CTP based on the proposals received from the concerned urban local bodies or from the department concerned through Commissioner/EO, Town Panchayat. Estimate should be prepared by the concerned urban local bodies or the department concerned as per the latest schedule of rates.
- (ii) The works will be executed by the respective ULB/the department by following the norms prescribed in the G.O.(D).No.334, MAWS(Election) Department, Dated 03.08.2018, in accordance with the Tender Transparency Act, 1998, and the Tender Transparency Rules, 2000.
- (iii) 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 Namakku Namme Thittam (Urban). The Commissioner of Municipal Corporation/ RDMA / Assistant Director (Town Panchayats) will examine the request and permit the contributors or the agency to execute the work, provided the public contribution is 50% or more of the overall estimated cost of the work including all components.

- (iv) In respect of 100% public contribution, the work may be executed by the contributor if he undertakes to execute the work. In such cases, works can be entrusted to the contributor without insisting on the advance contribution. The designs can be done by contributor and approved by ULB. However, the work should be executed with the Administrative/Technical sanction by the concerned ULB/department and under the technical supervision of the concerned ULB.
- (v) The work order will be issued to the urban local body or line department or the contributor as the case may be.
- (vi) Preparation of estimates, technical sanction, sanction of bills, measurement, check measurement, etc, will be done and as per the existing guidelines.

#### **6. Conditions Stipulated:**

The permissible works may be taken up subject to the following conditions:

- a) No rights can be claimed by the contributing person/entity over the property/use of the assets created.
- b) The name(s) of the contributor(s) who execute the work may be put up in the name board at the place of execution of the work with the permission of the Commissioner, Greater Chennai Corporation / Commissioner / Executive Officer. The name of the scheme 'Namakku Naame Thittam (Urban)' 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 contributor(s) in such a manner that it does not affect the aesthetic value of the site and the contributor(s) do not claim any right or lien over the property.
- c) If the Commissioner, GCC / Commissioners / Executive Officers feel that the contributors have not shown any interest in executing the work entrusted to them or if some conditions have been violated, the order issued for execution of the work shall be cancelled or permission shall not be given for continuing the work.

## **7. Maintenance of Assets Created Under NNT (Urban)**

Generally, the assets created under NNT (Urban) has to be maintained by the ULB. However, if the contributor(s) come forward to maintain the asset(s), they can be allowed to maintain the assets, on behalf of the Department. However the contributor shall not claim right over the property or use of the property. In order to continuously maintain the assets created under this scheme, the local people may be encouraged to form a user group to run the facility on own sources / self-generated resources, especially the assets like water bodies, parks, playfields, traffic islands etc.,

## **8. Funds and Funding Pattern:**

- a) Out of the total budgetary allocation, 85% of the amount will be earmarked to various agencies viz., GCC, other 14 Corporations, Municipalities and Town Panchayats. Remaining 15% of the amount will be retained at the state level as reserve fund and will be released based on need and performance of the ULB.

Funds will be allocated among Corporations, Municipalities and Town Panchayats based on population, area, other requirements and capacity to utilise funds, by a committee headed by Additional Chief Secretary (MAWS) and comprising of Additional Chief Secretary (Finance) or his representative, Commissioner of Greater Chennai Corporation, Director of Municipal Administration and Commissioner of Town Panchayats as members.

The amount sanctioned by the Government will be drawn by the DMA and it will be released to GCC, CTP and to the Urban Local Bodies under the control of Director of Municipal Administration.

- b) The funds received from Government will be deposited in a Savings Bank Account opened exclusively for Namakku Naame Thittam (Urban) Scheme.
- c) All contributions should be received by the Commissioner, GCC /Commissioner/Executive Officer by means of Demand Draft or through electronic fund transfer (NEFT / RTGS / e-fms) in the name of 'Namakku Naame Thittam Account (Urban) Public Contribution Fund'. Receipt should be given for all contributions received. A separate savings bank account should be opened by each of the ULB for the deposit of public contribution.
- d) The Commissioner, GCC / DMA / CTP shall release the Government grant funds to the concerned ULB along with Administrative Sanction. The fund release will be based on the progress of the work and the final installment will be released only after receipt of utilization certificate.

- e) In case, the proposed work is not taken up for certain reasons, the Commissioner, GCC, Commissioner/Executive Officer will refund the amount to the contributor without any interest.

### **9. Additional Funds to the ULBs:**

- a) If additional funds are required by the Urban Local Bodies to take up special schemes under Namakku Naame Thittam (Urban), proposals for such schemes should be sent to the Director of Municipal Administration. Before sending proposals for additional funds, the entire amount already allotted should have been sanctioned. The committee headed by the Additional Chief Secretary to Government, Municipal Administration and Water Supply Department and the Commissioner, GCC, Commissioner of Town Panchyats and the Director of Municipal Administration as members, will consider proposals for additional funds.
- b) With regards to the original allocation made to the GCC / DMA / CTP, the actual amount allocated to various agencies will be reviewed as on 31<sup>st</sup> December. Unsanctioned amount available with the ULBs as on 31<sup>st</sup> December will be brought under the reserve fund.

### **10. Monitoring:**

For effective monitoring of the scheme, a District Monitoring Committee headed by the District Collector with all ULB Officials (Commissioner / EO, Town Panchayats and related technical officials) will be formed to review the scheme implementation on a monthly basis. In case of GCC, the committee will be headed by Commissioner, GCC.

State Level Review and Monitoring Committee under the chairmanship of ACS, MAWS will be formed to review the scheme implementation once in a quarter. Commissioner, GCC, CTP, DMA, DC (Works) of GCC, JCMA of DMA Office, JD (Schemes) of CTP office will be the members and DMA will be the convenor.

Third party monitoring will also be taken up.



**11.** The Additional Chief Secretary to Government, Municipal Administration and Water Supply is empowered to modify the guidelines of Namakku Naame Thittam (Urban), whenever necessary, in consultation with the Commissioner, Greater Chennai Corporation, the Commissioner of Town Panchayats and the Director of Municipal Administration.

**SHIV DAS MEENA  
ADDITIONAL CHIEF SECRETARY TO GOVERNMENT**

**//True Copy//**

  
**Section Officer**

