

MINUTES OF THE NGO'S WEEKLY REVIEW MEETING

RC. No.4199/2006/J4

Dated: .06.2007.

**Collector's Office,
Nagapattinam.**

THE DISTRICT REVENUE OFFICER (R&R) HAS CONDUCTED THE WEEKLY NGO'S REVIEW MEETING ON **04.06.2007** AT 4 P.M IN THE COLLECTOR'S MINI CONFERENCE HALL. THE FOLLOWING OFFICERS AND NGOS HAVE ATTENDED THE MEETING.

1. SDC (L.A), NAGAPATTINAM.
2. S.T., (L.A) NAGAPATTINAM, MAYILADUTHURAI
3. E.E., AEE'S (O&M) - TNEB, NAGAPATTINAM / SIRKALI,
4. E.E., (TWAD)
5. BDOs, KOLLIDAM / SIRKALI / SEMBANARKOVIL / THIRUMARUGAL / NAGAPATTINAM / KEELAIYUR / THALAINAYAR / VEDARANYAM.
6. MUNICIPAL ENGINEERS, NAGAPATTINAM & VEDARANYAM
7. AE -TNSCB, NAGAPATTINAM.
8. CEO, DEEO, NAGAPATTINAM
9. NCRC & NGOS.
10. SUPDT.(TDIU), NAGAPATTINAM
11. EO. (TOWN PTS), THARANGAMBADI & VAILANKANNI
12. DEPUTY REGISTRAR CO-OPERATIVE

THE FOLLOWING OFFICERS / NGOS DID NOT ATTEND THE MEETING NAMEDLY RDO, NAGAPATTINAM, MAYILADUTHURAI, EE-PWD, DEO, IID TRUST, JOSEPH EYE HOSPITAL, HOLLY CROSS, KUDUMBAM, LUTHERAN WORLD SERVICE, PCI, SIFFS, SRINIVASAN SERVICES TRUST, VOLUNTARIAT, WORD & DEED, YMCA

THE FOLLOWING ISSUES WERE DISCUSSED IN THE MEETING:

| NGO | Habitation | Problem | Department / Official Responsible | Solution |
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| AREDS | Papakovil | Laying of approach road and land filling | TDIU | TDIU to prepare the proposal for land filling and laying of approach road and sent to PIU and report next meeting. |
| | | EB House connection for 2 houses | TDIU | Demand for 2 houses EB connection to TDIU in April 2007 by TNEB. No action by TDIU |
| | Villunthamavadi, Papakovil | Stability Certificate | TDIU | Not yet given |
| BDO's | All habitations | Listing of construction activities | Respective Local Bodies | EO's and Municipalities assured to furnish the details tomorrow. Pending for 2 weeks. |
| Bitsunami | Naluvadhpathy | Poor strength of labour force | ADB Engr. / NGO | SDC LA inspected on 2.6.07. At the time inspection 75 people were working. The NGO assured that, all the houses will be handed over by July 1 st week. |
| Build (Absent) | Chandrapadi | Allotment of houses | ST,LA / BDO | House No. to be marked in all houses. Work in respect of 30 houses completed in all respects. However, NGO has to ensure that all houses should be occupied by the beneficiaries in 3 days. BDO has to report next meeting. |
| CARE India | | Allotment of houses / | RDO | RDO to take immediate action. |
| | Palaiyar | EB House connection | TNEB / NGO | EB work will be finished in two weeks. Service wire to be provided by NGO for 175 houses. Work will be completed by this week by NGO |
| | Madavmedu | Finalisation of beneficiaries | NGO /SDC, RR / ST, LA | Notice issued to 8 ineligible beneficiaries and giving one week time to produce documents. |
| CARE Plan | Kottaimedu | Inadequate labour force and contractor problem | NGO / TNEB | Work is in progress. All problems are sorted out. NGO to give EB applications in the name of Collector by this week. |
| CASA | Thoduvai | Stability Certificate | EE, TDIU | Not yet given. Pending for the past 3 weeks. |
| | Thoduvai | EB connection for Community Hall | BDO / TNEB | Amount remitted today by BDO. TNEB should take immediate action. |
| | Perumalpettai | Land Filling for last three rows of houses | TDIU | To include in Sub-Project Proposals. |

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| CEO / DEO | All habitations | Requirement of Schools at New habitations | CEO/DEO | To examine any relocation of schools / additional construction of class rooms and report site wise by next week. |
| CEE South (Absent) | Kodiyampalayam | Poles shifting for 4 houses | TDIU | Amount remitted to TNEB necessary work will be completed on or before 25 th June due to transportation of materials through boat. |
| CSI | Sellur | Providing septic tanks | TDIU (Narayanasamy) | TDIU assured to give estimates by 31 st May. Not yet given. |
| | | Temporary toilets | BDO / TDIU | Estimates given by BDO on 22.05.07. TDIU has to sanction the amount by diverting funds in consultation with PO, DRDA. |
| | | Closing of a pit | TDIU | To be leveled |
| | | Prevention of theft | BDO | BDO to instruct Panchayat President to take necessary action. |
| CWBC | Dharkas (Thonithurai) | EB House connection | NGO/TNEB | Streetlight demand given by EB today. TDIU has to sanction amount. Inauguration June last week. |
| DPG | Vanavanmahadevi | House allotment | DPG/RDO/ | Beneficiary list was finalised for 185. All 185 occupied by the beneficiaries. |
| | | 4 in-situ houses non started due to site not cleared by beneficiaries | BDO | Site being cleared work is in progress. |
| | Vellapallam | Availability of site | TMSSS / | TDIU to prepare estimate for service wire connection by this week. |
| | | EB application | TDIU | Sanitation will be provided by TMSSS. TMSSS to give EB application for all sites in Collector's Name. |
| | Kameshwaram | Shifting of poles | TDIU | Demand given by EB. Amount paid by TDIU on 2.6.2007. Work started. |
| District Supply Officer / Joint Registrar (Co-op) | - | Identification, bifurcation and relocation of PDS shop in all new habitations | DSO/JR (Co-op) | Out of 16 proposals approval obtained from Collector for 1. 7 are pending with JRCS. 5 are pending with JD Fisheries whereas 3 are pending with TSOs. |
| GGF | Madathukuppam | Service Wire connection | NGO | BDO reported very slow progress and forecasted that work at this pace will take 1 year for completion. BDO should monitor the work and report immediately. Notice to be issued to the NGO if the NGO continues to be inactive. |
| | Kadaikadu & Madathukuppam | Finalisation of Beneficiaries | RDO Myd | RDO Myd finalised the list. But the finalised list not yet given for the past 3 weeks. |
| HOLY CROSS (Absent) | Kesavanpalayam | Approach Road and Internal Road | EO | Tender opening on 13.06.07. |
| | | Issuing of completion certificate | EE TDIU | Completion certificate not yet issued by TDIU. |
| IID Trust (Absent) | Petrol Bunk Opposite and Railadi Keelpuram | 36 non started houses | NGO / SDC RR | SDC RR, to report to RD Secretary for taking over the site by TDIU, marking copy to PO, DRDA. |
| | Silladi Nagar/ Thethi-67, Ambedkar Nagar (S) | Inadequate labour force. (Thethi) | | Notice to be issued to NGO and funding agency. |
| Jamiat Ulma Hind | Thethi | Handing over of land | NGO / BDO | BDO to arrange for handing over of land. |
| | Thethi | Incomplete construction | SDC,RR | NGO assured to complete the works immediately. Notice to be issued this week. If the NGO is not responding, SDC RR, to report to RD Secretary for taking over the site by TDIU, marking copy to PO, DRDA. |

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| KARAM | Kameshwaram | Incomplete construction work. | TDIU/EE / SDC,RR | To take up the pending work under ADB schemes. SDC RR, to report to RD Secretary for taking over the site by TDIU, marking copy to PO, DRDA. |
| LWS (Absent) | Thirumullaivasal | Service wire connection | NGO | NGO has to finish the work by this week. |
| | Palayar (Dharkas) | 1 in-situ and 8 new non started houses Deletion of One Beneficiary & addition of two more as reported by NGO. | DRO, RR | 8 beneficiaries are not willing to relocate. DRO RR will inspect the site and sort out this issue by next week. |
| | Thirumullaivasal | Inauguration of 2 nd week of July | NGO / BDO / RDO | To ensure all houses get EB connection, water supply and sanitation facilities and all houses are allotted and beneficiaries got allotment orders from Tahsildar, before inauguration. |
| Lions Club (Absent) | Arcottuthurai | 50 Non MoU houses | NGO / BDO | BDO reported that NGO will arrange for donating the land as gift immediately. |
| PCI (Absent) | Kameshwaram | Beneficiaries not occupying the houses | BDO | BDO to sort out this issue by this week. |
| RDO's & BDO's | - | Stoppage of construction of Non MoU houses | BDO's | <ul style="list-style-type: none"> • Hope Kollkotta Foundation and Ramakrishna Mission had already handed over the Non MoU houses to the beneficiaries in 2006 beginning. • Lions Club, Vedaranyam given MoU copy. • TMSSS, submitted MoU for Poovanthoppu. • VDS (Arapallam, Nallur and Muthalaimedu) and ISED (Mathampattinam, Thennampattinam, Konyampattinam and Neithavasal) are yet to submit MoU. Concerned BDO's are constructed to stop the work till then. |
| REAL PLAN | Chandrapadi | 20 Non started houses | NGO/BDO | Approach road cleared by BDO before 3 days. NGO to start the work this week. |
| | Sellur | Wiring and colour washing to 100 houses | NGO | Colour wash completed for all houses for 40 houses internal wire work completed. |
| | | Completion of construction works | NGO | To complete all houses in all respect before 30.06.07. |
| | | EB house connections | TNEB | Estimate under preparation by EB |
| | | Land acquisition for approach road connecting burial ground and Nagapattinam Municipality. | SDC, LA | SDC, LA inspected the land on 2.6.07. Temple land identified. Proposals will be given this week. |
| | | Approach road and bridge across Devanathy connecting Real Plan site burial ground with Nagapattinam Municipality | TDIU | Collector instructed to give proposals on 28.05.07. But not yet given. |
| | | Additional OHT | TWAD | Calling for tender in 10 days. |
| | | Water pipe lines not yet laid | TWAD | Will be completed this week. |
| Rajiv Gandhi Trust (Absent) | Neithal Nagar | Approach Road to Cyclone Shelter | TDIU / Muni. | To forward the proposals to CMA marking copy to Municipality. Municipality to take follow of action. |

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| Salvation Army | North Poigainallur | Beneficiaries list | RDO | For 18 houses, list finalised. For remaining, it will be finalised in 10 days. |
| Serve the Helpless (Absent) | Thethi | Handing over of land | NGO/BDO | BDO to arrange to get gift deed immediately from NGO. Notice already issued to NGO. |
| SEVAI | Poombuhar | Land filling | APO / TDIU | Proposals sent to PIU's office on 18 th . APO to follow up. |
| Seva Bharathi | Keechankuppam (Boat Yard) | Allotment of houses to prevent thefts | RDO/NGT/SDC LA / NGO | For all 248 completed houses beneficiaries list finalised. However, Panchyatars were asked to given the list block wise for all 62 blocks. It will be settled within 10 days. NGO to ensure that all 248 houses are fit for occupation in all respects. |
| | | Finalisation of beneficiaries | RDO / SDCLA | To finalise the number so as to decide no. of houses to be allotted to TNSCB |
| | | Shifting of EB poles | TNEB | Demand yet to be given by TNEB. |
| | Melamoovarkarai | 88 Non started houses | EE, PWD | Approved building plan pending |
| | Muttam | 62 Non started houses | EE, PWD | Approved building plan pending |
| | Panangudi | Septic Tanks will not be constructed by NGO | TDIU | To include in sanitation proposals. |
| | | EB application | NGO / TNEB | NGO promised submit the EB applications to TNEB within 2 days. |
| SIFFS (Absent) | Chinnangudi Chinnangudi Sathangudi Sathangudi Total | 19 new houses 289 in-situ houses 345 in-situ houses. 653 houses non started. Toilets not constructed | SIFFS / ADB Engr./RDO Mayilauthurai | ✚ NGO promised to commence the construction of toilet in the month of June. ✚ Inauguration done for 451 houses. 95% occupancy reported. |
| | Karan Theru / Pudhupalayam | Approach Road | EO | Approach will be finished in two days. |
| | Sathangudi Chinnangudi | Non started in-situ houses | SDC, LA | SDC, LA interacted with Village Panchayatars. The Panchyatars reported that all in-situ sites are already cleared. (Only in Tharangambadi, sites not cleared for 15 houses). Hence, SIFFS has to start the work immediately. |
| SOS | Pudhukuppam | Remaining 35 houses | RDO / NGO | ✚ RDO to be allotment for remaining 35 houses |
| SST (Absent) | Keelamovarkarai | Land filling | TDIU | Tender to be called for. |
| TMSSS | Vailankanni (pookaratheru) | 165 withdrawn houses | SDC/RR | TMSSS again expressed willingness to take up these houses. TMSSS has to give written affirmation by next week. |
| | | Internal Road | EO Town Panchayat | Evaluation report sent to Director Town Panchayat and reply expected this week. |
| | Arcottuthurai, Kollitheevu, Mottandithoppu Poovanthoppu | Land filling work | Municipality/ Vdm. | Proposals sent to CMA. Reply awaited. |
| | Andanapettai & Sellur | | ADB, TDIU | For Andhanapettai, estimates given to PIU. For Sellur, estimate prepared will be put up for Collector approval today. |
| | Savariyar Kovil | One of the contractor is a non performer | NGO | Work will be commenced in 10 days. |
| | All Sites | Service connections to houses | NGO / TDIU / Vedaranyam Municipality | To prepare estimate and get sanction from Collector. Works to be started as soon as possible. TMSSS to give EB applications for all sites. |
| | Kollitheevu | Widening of approach road | Municipality | Municipality reported that this can not be taken up as on one side, Buckingham canal is passing and on the other side, there is dispute over lane between to private individuals. Now the NGO is carrying the materials as head loads for about 1000 meters. |

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| TMSSS | Sellur | Soil test report | TDIU | Will be obtained in two days has reported during last week meeting. |
| | | Deepening, widening and constructing retaining wall for the pond situated on the western side of OHT | TDIU | Estimate under preparation. |
| | | Providing culvert | TDIU | |
| | | Providing culvert | TDIU | |
| | | Providing retaining wall to be bigger pond on the eastern side of TMSSS site. | TDIU | |
| Sellur-2, Andanapettai-1, Saveriyarkovil-2, Mahalakshmi Nagar-1 | ICDS centre Building Plan approval. | PO, ICDS | Pending for more than 10 days. | |
| TRC | Steel Rolling Mill Site | Individual water connection | Municipal Commissioner / Engr | Municipal Engr assured that, Tax assessment work is still in progress. |
| TNEB | Vanavanmahadevi Sambathottam Ambedkar Nagar | Streetlight connection | Concerned Local bodies | For Vanavanmahadevi, Panchayat President to give applications for streetlights. Letter to be given by Municipality for approval from CMA for Ambedkar Nagar and Sambathottam. |
| UELCI | Sellur | Individual House connections | TDIU / NGO | UELCI 100 application given. Amount to be sanctioned by TDIU immediately. EB works will completed tomorrow. |
| | | Service connections | NGO | Work in progress. |
| | | Retaining wall to the pond adjoining the UELCI site | TDIU | Estimate under preparation |
| | | Internal wiring | NGO | Work is under progress. Will be completed in this week. |
| | | For the 2 nd site water pipe line not laid | NGO | Will be completed this week. |
| World Vision | Nambiyar Nagar (Municipal Off. Opp.) | 95 Non started houses | NGO | To start immediately. |
| | | Individual House Connections | NGO / ST,LA | EB applications for 792 houses to be submit immediately. |
| | | Approach Road – Old Nagore Road | Municipality | Nagapattinam Municipality to send the proposals to CMA |
| | Kallar | Internal Road, Leech pit, Drainage facility | TDIU | Tender called for except for leech pit. |
| | | Deepening and widening of the channel andconnecting it to Kaduvayar | TDIU | Proposal to be prepared. |
| | Papakovil | To provide Bus stop | TNSTC / TDIU | Put up letter to The Manager of TNSTC |
| | | EB connection for Anganwadi, Community Hall and School buildings | TNEB / BDO | President should give application to the TNEB. |
| | | Street Light Connections | TNEB | Pending for shortage of bulbs. |
| | YMCA | Sellur | For 2 rows, water pipe line not yet started | TWAD |
| Land filling | | | TDIU | To commence land filling for 50 houses. |

| Rajiv Gandhi Rehabilitation Package 2006 – 2007 | | | | |
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| TDIU | Pazhayar | 58 (new) houses | TDIU | Basement level 10 houses grade beam completed 10 houses |
| TDIU | Poompuhar | 149 (new) houses | TDIU | Earth work completed for 10 houses. |
| TDIU | Poompuhar | 90 {72 in-situ+ 18 New} houses | TDIU | Earth work completed for 18 houses. Plain cement concrete under progress for 12 houses. |
| TDIU | Vanagiri | 88 (in-situ) houses | TDIU | Earth work progress for 20 houses. |
| TDIU | Vellapallam | 25 (in-situ) houses | TDIU | Earth work progress for 40 houses. |
| TNSCB | Mela Vanjore (Panangudi) | 20 (new) houses | TNSCB | 20 Column erection work is in progress. |
| TNSCB | Mahalakshmi Nagar (Thideerkuppam) | 72 (new) houses | TNSCB | RDO and SDC LA, Nagapattinam to convene a meeting with panchayatars Keechankuppam to find out a solution. |
| TNSCB | Saveriyarkoil (Ariyanattu Street) | 51 (new) houses | TNSCB | Column erection work for 18 houses. |
| BSNL Package | | | | |
| TNSCB | Mahalakshmi Nagar (Akkaraipettai) | 362 (new) houses | TNSCB | Layout prepared for 264 houses and re-tendered again fixed after receiving the new S.R. |
| | | | S.T (L.A) | RDO and SDC LA, Nagapattinam to convene a meeting with panchayatars Keechankuppam to find out a solution. |
| TDIU | Vanagiri | 130 (new) houses | TDIU | Plain cement concrete completed for 20 houses. |
| | | 51 (new) houses | | Earth work under progress for 15 houses |
| TDIU | Thideerkuppam (Akkaraipettai) | 62 (in-situ houses) | TDIU | Earth work under progress for 2 houses. |
| TDIU | Seruthur | 233 (new) houses | TDIU | Earth work completed – 60 houses plain concrete 11 houses, footing 5 houses. |

GENERAL INSTRUCTIONS

1. The NGOs are requested to collect the approved beneficiaries list from SDC (R&R) and publish the list before the community well in advance and sort out the discrepancies in case.
2. The Allotment of houses to be done in presence of RDOs and Tahsildars in the format obtained from SDC (R&R) before inauguration.
3. The BDOs, shall process the application for streetlight through the President, village Panchyat.
4. The BDOs, EOs and Municipal Commissioners shall intimate TNEB about the tentative requirement of houses/street lights to be electrified, well in advance so as to facilitate the TNEB for placement of indent.
5. The basic amenities such as electrification, internal concrete roads, drinking water shall be done in consultation with the respective local bodies to avoid wastage.
6. All the NGOs are requested to complete the construction of permanent houses on or before 31st May 2007.
7. All the permanent houses shall be insured in the name of beneficiaries for a period of not less than 10 years.
8. The ADB Engineers and BDOs shall inspect the site once in a week and report on the progress of construction, may reach this office on or before Thursday.
9. The ADB engineers are requested to monitor the progress on individual house/street lights EB connection and are expected co-ordinate between the NGOs and TNEB .
10. The APO, TDIU is requested to analysis the requirement of type of sewerage treatment plant for each habitation with technical guidance from TWAD.
11. The RDO's/Municipal Commissioners/EO Town Panchayats shall ensure that all the beneficiaries names find in the respective Electoral Roll.

12. The RDO's shall examine the necessity of PDS shops within their habitations or to ensure the beneficiaries are availing nearest PDS shops.
13. The RDO's shall issue joint pattas to the beneficiaries in the name of husband and spouse once the relinquishment obtained from the beneficiaries in written.
14. The RDO's to ensure that the beneficiaries shall not be allowed to enjoy relinquished land/house once moved to permanent houses.
15. The Municipal Commissioner's/BDO's/EO's shall assign numbers to all houses and ensure House Taxes collected from all the beneficiaries within their jurisdiction.
16. The RDO's and Tahsildar's should find new Mayanam well in advance nearby each habitation in consultation with community.
17. The BDO's shall dismantle the temporary shelters immediately once the permanent houses handed over to the beneficiaries.
18. The BDO's shall ensure that amount from dismantling of temporary shelters deposited in the Collector's account without fail.
19. The Non MoU NGOs also shall ensure their attendance from next meeting onwards.
20. The NGO's are directed to furnish the details of funding agencies to the SDC (R&R).
21. The NGO's shall insure the houses in the name of spouse and nominated by Husband.
22. All NGO's are requested to furnish the house number details for the beneficiaries who had occupied the houses after allotment.

The District Collector insisted that all the NGOs to concentrate more on non-started houses and also progress on started houses in future.

TENTATIVE SCHEDULE FOR NEXT MEETING

| NAME OF THE MEETING | DATE | TIME | VENUE |
|----------------------------|-------------|-------------|----------------------------------|
| NGO's Meeting | 11.06.2007 | 4 to 5 p.m. | Mini Meeting Hall, Collectorate. |
| ADB Meeting | 11.06.2007 | 5 to 6 p.m. | Mini Meeting Hall, Collectorate. |

**District Collector,
Nagapattinam.**

Note: - All the Officer's and NGOs are requested to ensure their attendance 15 minutes earlier to statutory time scheduled without fail. Any changes regarding the schedule of meeting shall be intimated in advance.

To

All concerned officers.

Copy to : Joint Registrar of Co-operative Societies & District Supply officer, Nagapattinam

Chief Educational Officer, District Educational Officer, District Elementary Educational Officer, Nagapattinam