

DEPARTMENT OF SOCIAL DEFENCE

**RIGHT TO INFORMATION
ACT, 2005**

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CHAPTER – I

INTRODUCTION

1.1 Back Ground of this Hand Book:-

Based on the enactment of the Right to information Act, 2005 this Information Hand Book is published.

1.2 Objective / Purpose of this Hand Book:-

To provide information to the general public about the activities of the Department of Social Defence, Government of Tamil Nadu.

1.3 Who are intended users of this Hand Book:-

Anybody who needs information about the activities of this Department can use this hand book.

1.4 Organisation of the information in this Hand Book:-

The hand book has been divided in to 18 Chapters containing information on particulars of the Department of Social Defence, its functions and duties, powers and duties of the officers and employees, Boards, Councils, Committees and other bodies constituted under the Department, procedure followed in decision making; budget allocation; names, designations and other particulars of the Public Information Officers; Directory of officers and employees etc., as noted in the contents.

1.5 Definitions:-

Terms used in this Hand Book have been defined in the appropriate places where they appear in the Book.

1.6 Contact person to get more information:-

Public Information Officers and / or Assistant Public Information Officers of the Department of Social Defence appointed under the Right to Information Act, 2005. The details are available in Chapter-VIII of this Handbook.

1.7 Procedure and fee structure for getting more information:-

Procedure and fee structure for getting information will be included in the Rules to be framed under this Act.



CHAPTER – II

PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES

2.1 Objective / Purpose of the public authority:-

Tamil Nadu is a pioneer State in launching programmes to protect and promote the welfare of children. Children are the future of any nation, hence their well-being should be of primary concern. With a view to providing services to the children, especially those in difficult circumstances, the Government of Tamil Nadu enacted a legislation way back in 1920 for the first time in the history of the country. The legislation was called as the "Tamil Nadu Children Act 1920".

The Department now known as the Department of Social Defence was originally called the "Department of Certified Schools and Vigilance Service" with an independent Head of Department from 1947. The Juvenile Justice Act of 1986 (Central Act) came into force from 2.10.87 and has since been replaced by the Juvenile Justice (Care & Protection of Children) Act, 2000. It is the endeavour of this Department to implement this Act in letter and spirit and thus ensure care and protection to all the children of the state.

Department of Social Defence also provides rehabilitation to women under difficult circumstances and vulnerable cases under Immoral Traffic (Prevention) Act, 1956.

2.2 Missions / Vision of the public authority:-

To protect children from all forms of abuse, exploitation and neglect.

To provide treatment and rehabilitation to children subjected to abuse, exploitation and neglect.

To provide care and protection to those children who need it.

To protect women and children from Trafficking and Commercial Sexual Exploitation and provide for their rehabilitation and reintegration into the mainstream of society

Implementation of the Juvenile Justice (Care and Protection of Children) Act, 2000 and Immoral Traffic (Prevention) Act, 1956.

2.3 Brief history of the public authority and context of its formation:-

During 19th Century “Youthful Offenders” were kept in District and Central Prisons. The then Provincial Government of Madras felt that the treatment of Youthful Offenders could facilitate their development away from the normal pattern of Custodial correction and in this regard, Reformatory School at Chengalpattu was started with the consent of the then Central Government on 15th October 1887 as notified in page 881 of Gazette number 487 dated 18th October 1887.

The Reformatory School at Chengalpattu which was the first of its kind in Asia, was started with 20 Youthful Offenders transferred from the Central Prison, Chennai, converting the then District Jail as Reformatory School. Subsequently, the administrative control of the school was transferred to the Education Department and it remained under its control from 1888 to 1926.

The then Provincial Government of Madras enacted the Madras Children Act, 1920 and subsequently for the growth and development of children and Youthful Offenders, the administrative control was again transferred to the Prisons Department in 1926 as a separate wing under that Department.

In 1947 the Department was bifurcated from the Prison Department and started functioning as Department of Certified Schools, headed by the Chief Inspector of Certified Schools.

Consequent to the enactment of Suppression of Immoral Traffic Act, 1956 take-over of the institutions run by the erstwhile Madras Vigilance Association, the Department was designated as Department of Certified Schools and Vigilance Service. The nomenclature of the Department was changed from time to time as detailed below:

1975 Department of Correctional Administration

1988 Department of Social Defence.

2.4 Duties of the public authority:-

The primary duties and functions of the Department of Social Defence are to ensure the protection of children and women from abuse, exploitations, mal-treatment, neglect, ill-treatment etc. and to facilitate their growth and development in accordance with the provisions of the Juvenile Justice (Care and Protection of Children) Act, 2000 as amended in 2006 and Immoral Traffic (Prevention) Act, 1956 and the policies being framed by the State and Central Government's from time to time.

2.5 Main activities / Functions of the public authority:-

Assisting the Government in Policy formulation on the administration of Juvenile Justice and Prevention and Combating Trafficking of Commercial Sexual Exploitation of Women and Children.

Running programmes and activities for children in difficult circumstances like street children, children of prostitutes and children whose parents are infected by dreadful diseases like HIV / AIDS.

Ensuring protection and development of children and women through institutional, non-institutional and out-reach programmes.

Co-ordination and networking with allied systems like Police, Judiciary, Civil society, NGOs, Corporate Sector etc., to ensure protection and development of children and women who are living in vulnerable condition.

Running and Maintaining of child care institutions like Observation Homes, Special Homes, Shelter Homes, Drop-in- Centres, Children's Homes etc., under the provisions of Juvenile Justice (Care and Protection of Children) Act, 2000 either on its own or in collaboration with NGOs.

Running and Maintaining of institutions like Rescue Shelters, Vigilance Institutions / Protective Homes etc., under the provisions of Immoral Traffic (Prevention) Act, 1956 either on its own or in collaboration with NGOs.

Running and Maintaining of Special Care Centres like Short-Stay Homes, Half-way Homes, for providing Care and Protection to girls and women as per the policies of State and Central Governments to protect girls and women from abuse, exploitation etc.,

To facilitate the implementation of the integrated programme for street children and the schemes for the prevention of alcoholism and substance (drug) abuse, of the Ministry of Social Justice and Empowerment, Government of India, Schemes like Swadhar for women in distress and Ujjawala for prevention of Trafficking and Rescue, Rehabilitation and Re-Integration of Victims of Trafficking for Commercial Sexual Exploitation under grant in aid by Government of India in the Department of Women and Child Development.

To encourage active participation of academic institutions, volunteers and NGOs in providing counseling and guidance services by establishing Juvenile Guidance Centre, Crisis Intervention Programmes etc.,

2.6 List of services provided by the public authority with a brief write-up on them:-

Assisting the Government in Policy formulation on the administration of Juvenile Justice, Prevention and combating trafficking and commercial sexual exploitation of children and women.

Running programmes and activities for children in difficult circumstance like street children, children of prostitutes and children whose parents are infected by dreadful diseases like HIV / AIDS.

Ensuring protection and development of children and women through institutional, non-institutional and out-reach programmes.

Co-ordination and networking with allied systems like Police, Judiciary, Civil society, NGOs, Corporate sector etc., to ensure protection and development of women and children who are living in vulnerable condition.

Running and Maintaining of child care institutions like Observation Homes, Special Homes, Shelter Homes, Drop in Centres, Children's Homes etc., under the provisions of Juvenile Justice (Care and Protection of Children) Act, 2000 either on its own or in collaboration with NGOs.

Running and Maintaining of institutions like Rescue Shelters, Vigilance Institutions / Protective Homes etc., under the provisions of Immoral Traffic (Prevention) Act, 1956 either on its own or in collaboration with NGOs.

Running and Maintaining of Special Care Centres like Short-Stay Homes, Half-way Homes, for providing Care and Protection to girls and women as per the policies of State and Central Governments to protect girls and women from abuse, exploitation etc.,

To facilitate the implementation of the integrated programme for street children under grant in aid by Government of India in the Ministry of Women and Child Development and Comprehensive Street Children Programme being implemented by Government of Tamil Nadu.

To encourage active participation of academic institutions, volunteers and NGOs in providing counseling and guidance service by establishing Juvenile Guidance Centre, Crisis Intervention Programmes etc.,

The Ministry of Women and Child Development, Government of India during the year 2007-2008 had introduced A Comprehensive Scheme for Prevention of Trafficking and Rescue, Rehabilitation and Re-integration of Victims of Trafficking for Commercial Sexual Exploitation –“UJJAWALA”

The Department of Women and Child Development, Government of India during the year 2001-2002 had introduced a scheme “SWADHAR” to respond to the needs of women, especially for those in difficult circumstances like widows, destitute and deserted women, women ex-prisoner, victims of sexual abuse and crimes including those trafficked and rescued from brothels, migrants or refugees rendered homeless due to natural calamities, women victims of terrorist violence and the like.

Probation Related Works:-

Probation supervision of an offender is the universally accepted, effectively tried and widely practised non-institutional method. It is being used by Judiciary at their discretion to treat and rehabilitate a variety of selected offenders, especially young persons, without sending them to prison.

Probation is a method of dealing with offenders within the Community. It was developed as an alternative to imprisonment or institutionalisation which is applicable to cases where guilt is established but where the judiciary considers that imposing of a prison sentence would do no good.

Probation is a conditional suspension of punishment. This presupposes that the released offender is not likely to resume a criminal career. It provides for assistance to the probationers in the form of personal supervision and guidance during the probation period under the Probation Officer.

The overall goal of correctional system is to rehabilitate the offender. Probation and related measures constitute an integral part of the more general movement away from the traditional punitive and repressive approach and towards a more humanitarian and utilitarian consideration. Probation concept is not inflicting or suffering on the client, but rather to prevent the client from suffering. Probation has two functions namely rehabilitating the offender and protecting the community.

Probation Services:-

Probation Officers who are eyes and ears of Juvenile Justice Boards/Child Welfare Committees play an important role in the

administration of Juvenile Justice. The primary duties and functions of Probation Officers are as follows:

- 1) Pre-trial enquiry to facilitate the adjudication agency to decide the release of a person under 18 years of age on bail.
- 2) Supervision and guidance to children in conflict with law.
- 3) Social Enquiry Report : While furnishing reports the Probation Officers analyse and diagnose the problems of children through detailed enquiries and suggest measures for intervention to the adjudication agency to determine the strategy for intervention.
- 4) Probation supervision.

Crisis Intervention Center :-

The Department supports the Indian Council for Child Welfare, Tamil Nadu financially to implement Crisis Intervention Centre to provide support services like shelter, medical care, legal and psychological counselling and guidance to those children who are abused either physically or sexually. Crisis Intervention Centre extends the following services:

Rescuing a child from abuse or exploitation or ill-treatment upon information received through Phone, letters, fax, E-mail, CHILDLINE etc.,

Provision of immediate shelter and medical assistance. Legal and counselling services and relief.

Capacity building of family and the child. Re-integration

Follow-up For further details please contact:

Indian Council for Child Welfare,

No:5, IIIrd Main Road,
Shenoy Nagar,
Chennai - 600 030

RESOURCE CENTRES

The existing 5 Juvenile Guidance Bureaux functioning under the Department in Chennai (2 places), Madurai, Vellore, and Coimbatore have been restructured to facilitate creation of Resource Centres with a Social Worker-cum-Counsellor and Psychologist, in 30 districts. These Resource Centres are to provide psycho social care and guidance to the children referred to them by the Child Welfare Committee / Juvenile Justice Boards. The Resource Centres are to also provide counselling and guidance to the parents apart from undertaking research programmes on the prevalence of children in conflict with law. These Resource Centres would function through Non-Governmental Organisations with financial assistance from the Government.

Prevention of Child Beggary:-

Keeping in mind, the children's developmental needs, the Department of Social Defence supports the Indian Council for Child Welfare to eliminate child begging. The programme components include the following:

1. Identification of children who are found begging and protect them from further exploitation.
2. Provide shelter facilities to such children and counselling the children and their families.
- . 3. Extend support services for pursuing education.

Scheme for the Welfare of Street Children by Government of Tamil Nadu:-

With effect from the year 2004-05, Government of Tamilnadu have sanctioned a Comprehensive Street Children Programme under which a sum of Rs.450/- is sanctioned as maintenance grant per child per month for running shelters for Street Children by NGOs.

The activities under the programme include provision of food, shelter, healthcare, education, vocational training, counselling services and rehabilitation to the street children.

Schemes for the Welfare of Street Children implemented by Government of India:-

Government of India has introduced a scheme called Integrated Programme for Street Children and extends financial support in co-ordination with Department of Social Defence upto a maximum of Rs.15 lakhs for Non Governmental Organisations for providing services to upto 300 children. For further details log on to the website: www.wcd.nic.in.

Department of Social Defence coordinates as follows:

- I) Identification of Non Governmental Organisations to implement the scheme through inspection and evaluation upon application received from the NGOs and submission of recommendations to the Government.
- II) Performance appraisal.

**SCHEME FOR PROHIBITION AND DRUG ABUSE PREVENTION
UNDER GOVERNMENT OF INDIA ASSISTANCE**

Objective

- a) To create awareness and educate people about the ill effects of alcoholism and substance abuse on the individual, the family, the workplace and society at large;
- b) To provide for the whole range of community based services for identification, motivation, counselling, de-addiction, after care rehabilitation for Whole Person Recovery (WPR) of addicts;
- c) To alleviate the consequences of drug and alcohol dependence amongst the individual, the family and society at large;
- d) To facilitate research, training, documentation and collection of relevant information to strengthen the above mentioned objectives;

and

- e) To support other activities which are in consonance with the mandate of the Ministry of Social Justice & Empowerment in this field.

Financial Assistance is available for:

Intergrated Rehabilitation Centre for Addicts (IRCA).

Programme for Prevention of Alcoholism and Drug Abuse at Workplace (WPP).

Regional Resource and Training Centres (RRTC).

Awareness-cum-Deaddiction Camps (ACDC)

Technical Exchange and personal Development Programme.

Preventive Education and Awareness Generation through Media Publicity.

NGO Forum for Drug Abuse Prevention.

Innovative Intervention to Strengthen Community Based Rehabilitation.

Survey, Studies, Evaluation and Research on the subject covered under the Scheme.

. There are 21 de-addiction programmes sanctioned by Government of India in 19 districts in 2007-2008 and 34 proposals covering 25 districts were sent for sanction in 2008-2009.

Swadhar Scheme:-

The Department of Women and Child Development, Government of India during the year 2001-2002 had introduced a scheme “SWADHAR” to respond to the needs of women, especially for those in difficult

circumstances like widows, destitute and deserted women, women ex-prisoner, victims of sexual abuse and crimes including those trafficked and rescued from brothels, migrants or refugees rendered homeless due to natural calamities, women victims of terrorist violence and the like.

Under the Scheme 90% grant is given to NGOs, 10% is NGOs contribution. The proposals of NGOs are received at Commissionerate of Social Defence, Chennai /Probation Officer in districts/the Zonal officer designated by the Commissioner of Social Defence. The proposals after due verification / inspection are placed before the State Empowered Committee for recommendation to Government of India.

Government of Tamilnadu in G.O.Ms No 188 Social Welfare and Nutritious Meal Programme Department, dated 15.09.2004 have issued orders constituting the State Empowered Committee constituting of the following officials:

- | | | |
|---|---|-------------|
| 1. Secretary to Government
Social Welfare and Nutritious Meal
Programme Department, Chennai | - | Chairperson |
| 2. Secretary, State Social Welfare Board | - | Member |
| 3. Chief Accounts Officer
SW&NMP Department, Chennai | - | Member |
| 4. Commissioner of Social Defence, Chennai
Secretary | - | Member |
| 5. Joint Director (Engg), Industries and
Commerce Department, Chennai | - | Member |

UJJAWALA SCHEME

The Ministry of Women and Child Development, Government of

India during the year 2007-2008 had introduced **A Comprehensive Scheme for Prevention of Trafficking and Rescue, Rehabilitation and Re-integration of Victims of Trafficking for Commercial Sexual Exploitation –“UJJAWALA”** with an objective to:

Prevent trafficking of Women and Children

Facilitate Rescue of victims

Provide Rehabilitation

Facilitate Re-integration

Facilitate Repatriation of cross border victims.

The scheme has the following main components and financial assistance is available for:

1. Prevention
2. Rescue
3. Rehabilitation
4. Re-integration
5. Repatriation

The Commissioner of Social Defence is designated as Nodal Officer for scrutinizing, inspecting, recommending and forwarding the proposals received from NGOs to Government of India. NGOs have to submit their proposals to Commissionerate of Social Defence.

In the year 2007-2008, 15 proposals of NGOs have been recommended and forwarded to Government of India for sanction of financial assistance. The Government of India has approved 7 proposals and remaining proposals are under process in Government of India. The list of these 7 is in Annexure XIII. In the year 2008-2009, 3 proposals have been recommended and forwarded to Government of India.

Grant-in-aid schemes for assistance to voluntary organizations in the field of Women and Child Development and general grant-in-aid programme for assistance in the field of Social Defence.

Intervention areas under the scheme:-

- (a) Projects to tackle problem areas which are relatively unserviced but where need is urgent.
- (b) Projects which fill in essential gaps in existing services, and complement them so as to maximize the impact.
- (c) Projects which build the capacity of the individual to be self-reliant rather than dependent.
- (d) Projects located in backward, rural and tribal areas and urban slums which are poorly serviced by existing services.
- (e) Projects which are community-based and render non-institutional services in certain cases where the nature of the problem so demands, institutional programmes will also be supported.
- (f) Projects to mobilize public opinion and to support, to tackle pressing social problems
- (g) Projects to tackle problems which require coverage of more than one State.

Projects not covered by any of the existing schemes of the Department of Women and Child Development / Ministry of Welfare including the Central Social Welfare Board will come under the scheme for assistance to voluntary organization in the field of women and child development / in the field of Social Defence.

Scheme for welfare of working children in need of care and protection:-

Provision of opportunities including Non-Formal Education, Vocational training etc. to working children to facilitate their entry / re-entry into mainstream education in cases where they have either not attended any

learning system or where for some reasons their education has been discontinued with a view to preventing their continued or future exploitation are the objectives of the scheme.

The programme will lend support to projects in urban areas not already being covered by the existing schemes of the Ministry of Labour.

NGOs are eligible for assistances under this scheme.

TRAFFICKING:-

"Trafficking" in person broadly, means:

1. The recruitment, transportation, purchase, sale, transfer, harbouring or receipt of persons by threat or use of violence, abduction, force, fraud, deception or coercion (including the abuse of authority), or debt or bondage for the purpose of:
2. Placing or holding such persons, whether for pay or not, in forced labour or slavery like practices, in a community other than one in which such persons lived at the time of the original act described in (1).

Trafficking of children and women for various purposes including sexual exploitation is undoubtedly one of the most reprehensible and heinous crimes perpetrated against humanity. Because of a variety of reasons including non-reporting and secrecy, there is no clear estimate about the magnitude of the problem yet. By all account in recent years the problem has only worsened. Trafficking has emerged as a low risk high return well organised criminal activity. Hence combating this menace is going to be a tough job for everyone concerned.

What is very disturbing is that the available evidence indicates that one third of people exploited in flesh trade are children/minors. Besides, over 60% of victims belong to the Backward Classes including scheduled castes and scheduled tribes. Most of them hail from poverty struck areas and are illiterates.

The issues of trafficking and the Commercial Sexual exploitation of Women and Children have taken the Centre Stage in the present time because of the following reasons:

- i. Increasing inter-state and inter-national trafficking of women and children.
- ii. Increasing reports of commercial sexual exploitation of children.
- iii. Greater awareness and emphasis on rights of children.
- iv. The global movement for redefining gender relation and the issues of subordination of female gender in Indian Society.
- v. Trafficking and sexual exploitation of women /children is directly related to the overall status of women in the society.
- vi. Growing eminization of poverty.
- vii. Growth of sex tourism, the entertainment industry, pornography in print, electronic and cyber media.
- viii. Changing public attitudes towards sex and morality.
- ix. The economic and law and order ramifications of trafficking and commercial sexual exploitation, which are part of the huge global Narco-terrorist criminal, network.
- x. Women victims of commercial sexual exploitation organizing themselves to access their rights, and
- xi. Weakening of the family structure, changing social and family scenario.

A State Level Co-ordination Committee under the Chairpersonship of the Chief Secretary to Government and Members from Education Department, Medical Department, Social Welfare Department, Rural Development Department and NGOs have been formed.

District Level Advisory Committees-formed in all Districts with the District Collector as Chairperson and Superintendent of Police, District Education Officer, Project Director of Women Development Corporation and NGOs etc. as members.

12547 Village Level Watch Dog Committees have been constituted under the Chairpersonship of Village Panchayat President.

High Level Supervisory Committee under the Chairpersonship of

the Hon'ble Minister for Social Welfare as also been formed.

Child Protection, Prevention to Trafficking in persons, Child Rights etc., have been included in the agenda of all grama sabha meetings.

214 Self Help Groups for Commercial Sex Workers with 2631 members have been formed.

Mapping of areas prone for Commercial Sexual exploitation of women and children was done by Police Department

Core-Committees have been formed in all the Districts specifically in Tourism centers to check child Sexual abuse and pedophile

All Commissioner of Police and District Superintendent of Police have been designated as nodal officers.

All Inspectors of Police, all Women Inspectors and Sub-Inspectors designated as Special Police Officer under Section 13 of ITP Act.1956.

One Police Officer in every Police Station has been designated as Child Welfare Officer as per section 63 of Juvenile Justice (Care and Protection of Children) Act, 2000.

197 All Women Police Stations with Women Help Line 1091 have been established.

Railway Police established 26 Help booths in different Railway Station across the State.

Anti-vice squad established in Chennai under the CBCID having jurisdiction across the State.

Missing persons bureau established by the Police Department

Relief and Rehabilitation provided in the Protective/Vigilance Home and After Care Organisation to rescue women and Girls.

Tamil Nadu Social Defence Welfare Fund for Women and Children has been constituted to extend financial assistance to the victims.

Financial assistance Rs.5,000/- material assistance up to

Rs.10,000/- (Beneficiaries 153)

Orientation and sensitization have been conducted to Police. Judiciary, Probation Officer, NGOs, Personnel in Child Care Institution, members of District Level Advisory Committee for Combating Trafficking.

1492 Police Personnel have been given orientation

All Staff in the Protective Home / Vigilance Home, Children's Home, Observation Home are being oriented Periodically.

Orientation Programmes conducted for Chairperson and Members of Juvenile Justice Boards and Child Welfare Committees on issues relating to Child abuse, combating trafficking and Commercial Sexual exploitation of Women and Children.

Capacity building programmes for rehabilitated Commercial Sex Workers who have formed self help groups have also been conducted.

Tamilnadu State Aids Control Society promotes awareness on HIV/AIDS besides educating in the concept of safe sex.'

Crisis intervention center and Juvenile Guidance Bureau have been established to rend psychological counseling and behavior therapy to children in distress.

Tamil Nadu State Social Welfare Board supports NGOs for establishing family counseling centres.

Free medical service to public in the Primary Health Centres, Government Hospitals and Corporation/Municipal Hospital are provided.

Free Legal services are extended by involving the TamilNadu Legal Service Authority.

Child line, a free telephone out reach has also been launched at Chennai, Madurai, Coimbatore, Salem, Tirunelveli, Tiruchirappalli, Nagapattinam, Cuddalore, Kanniakumari, Kanchipuram (Mabalapuram)

Department of Social Defence arranges marriage of women and

girls and extends financial of Rs.5,000/- as marriage grant. So far 18 inmates where granted assistance under the Scheme.

Department of Social Welfare extends marriage assistance of Rs.10,000/- to young widow hailing from low socio economic group of 20-30 for their re-marriage.

Department of Social Welfare also extends marriage assistance of Rs.10,000/- to destitute women aged 20 years.

Vocational Training is imparted in all the institution under the Department of Social Defence.

Short Stay Home have been established by the Tamil Nadu Social Welfare Board.

Reference Manual on Combating Trafficking in TamilNadu has been published by the Department of Social Defence with the support of UNICEF.

In Tamilnadu there are 15 Swadhar Homes run by NGOs for women in distress under Government of India financial assistance. Instructions have been issued to admit victims of trafficking in these shelters at all times.

REHABILITATION

a) Vocational Training Incentive Scheme :-

Children of Children's Homes / Special Homes who have undergone vocational training are given incentives as follows:-

Rs.50/- per month to semi-skilled children and Rs.70/- per month to skilled children.

This scheme is to involve the children in vocational trades during their stay in Government Children's Homes / Special Homes.

b) Lumpsum Grant for Vocational Trainees :-

Children of Children's Homes / Special Homes who have undergone vocational training in any of the trades atleast for one year are given Lumpsum grant varying from Rs.500/- to 2500/- in the form of equipments and tools according to the trade in which they have been trained.

c) Family Support Scheme :-

Children discharged on license from Children's Homes / Special Homes are given selectively, on the recommendation of the Probation Officer, a sum of Rs.200/- per month till the date of normal discharge for continuing their studies.

d) Tamil Nadu Social Defence Welfare Fund for Women and Children :-

In order to provide self-employment assistance, the Girls and Women and children discharged from Vigilance / Protective Homes, Children's Homes / Special Homes are given financial assistance not exceeding Rs.5,000/- or material assistance not exceeding Rs.10,000/- on the recommendation of the Probation Officers.

e) Marriage Assistance Scheme :-

Ex-inmate girls of this Department whose marriage has been arranged through the Department are given a marriage assistance of Rs.5,000/- each (Rs.2,000/- as marriage day expenses and Rs.3,000/- as marriage grant) on the recommendation of the Probation Officer.

CHILDLINE SERVICES

CHILDLINE is a national, 24 hour emergency outreach service which is a free telephone helpline for children in need of care and protection. The Childline telephone number 1098 is a toll-free number that is common in all the Cities of India. CHILDLINE aims to reach out to the most marginalized children in the age group of 0-18 years.

CHILDLINE provides interventions of shelter, medical help, repatriation, rescue of abused cases, sponsorship and emotional support and guidance. CHILDLINE is a project of the Ministry of Social Justice and Empowerment, Government of India, in partnership with State Governments, NGOs, the corporate sector, UNICEF etc.,

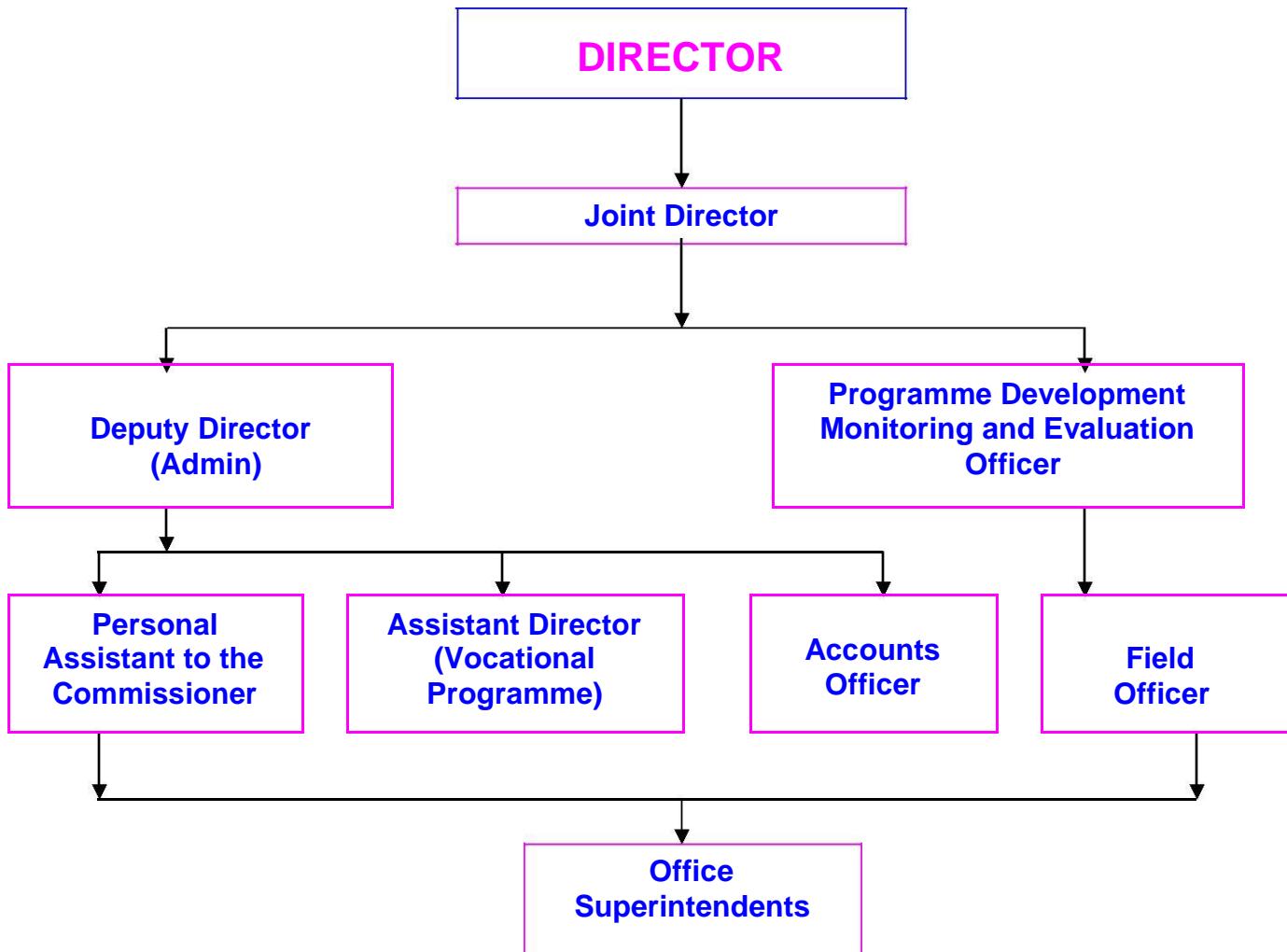
The Childline India Foundation is the national-level monitoring body, with headquarters in Mumbai. The CHILDLINE in Chennai functions under the supervision of the Commissioner of Social Defence, Chennai and the Department of Social Defence is the nodal organization for Chennai CHILDLINE.

At present, in Tamil Nadu, Childline services are operational in Chennai, Salem, Madurai, Coimbatore, Trichy, Tirunelveli, Nagapattinam, Cuddalore, Kancheepuram (Mammallapuram) and Kanyakumari.

2.7 Organisational Structure Diagram at various levels namely Directorate, Regional Office and District Level Office:-

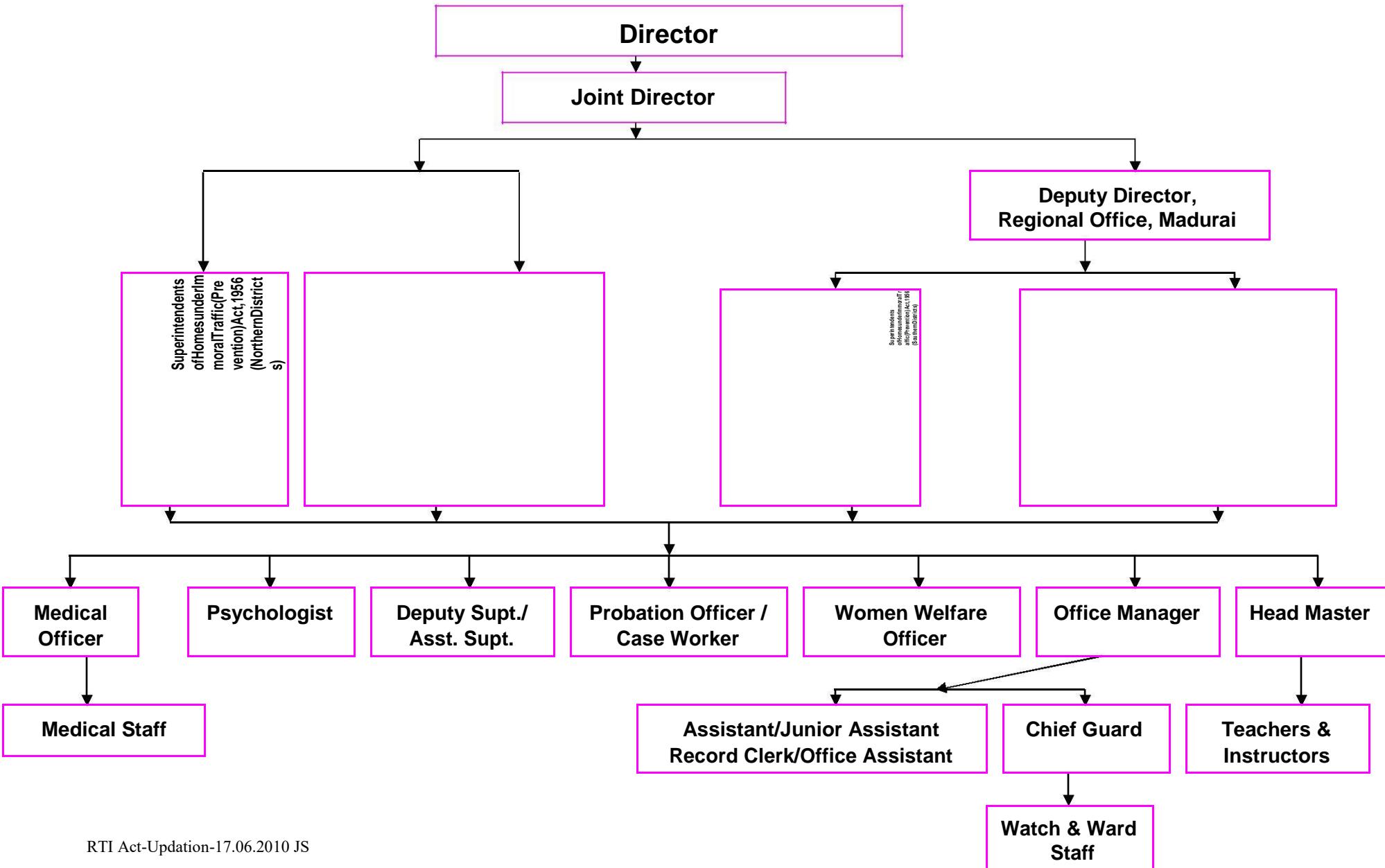
Office of the Commissioner of Social Defence

Administrative Setup

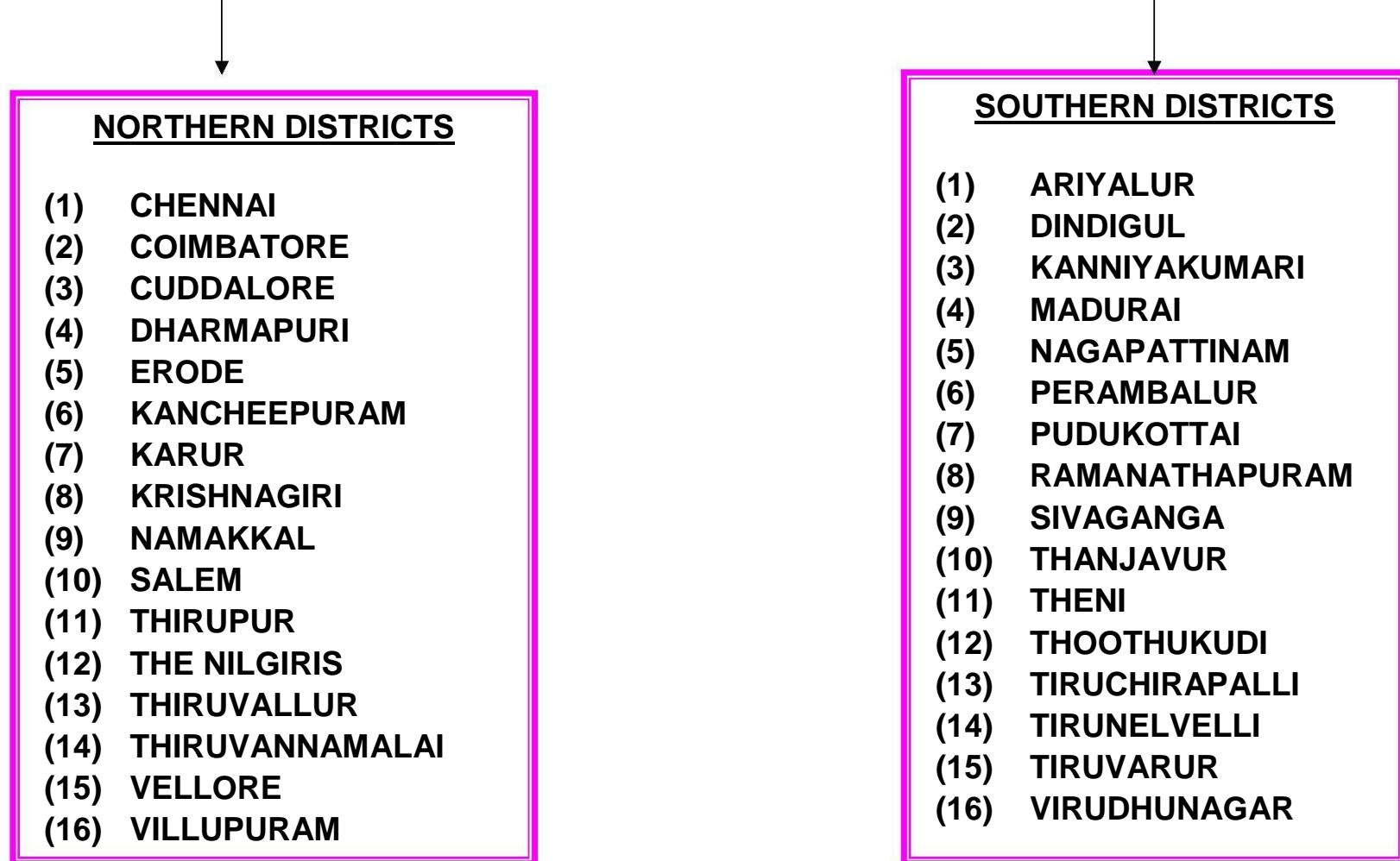


Department of Social Defence

Administrative Setup



Department of Social Defence



2.8 Expectations of the public authority from the public for enhancing its effectiveness and efficiency:-

- To uphold the Rights of children.
- To prevent trafficking of women and children.
- To donate towards the Tamil Nadu Social Defence Welfare Fund for women and children.
- To help a child or woman in distress through the toll free Help lines.

Childline Phone No. : 1098

Woman Helpline No. : 1091

2.9 Arrangements and methods made for seeking public participation / contribution:-

Public can contribute to the Tamil Nadu Social Defence Welfare fund for women and children through Cheques or Demand Drafts which can be handed over to the Heads of Institutions functioning under this Department.

Public can use the toll-free telephone lines bearing nos. 1098 and 1091 from the telephone booths.

Public can give information about abuse of children to the Child Welfare Committee or Child Welfare Officer of Juvenile Aid Police Unit.

Public can give information about trafficking of women and children to the Nodal Officers and the Police.

2.10 Mechanism available for monitoring the service delivery and public grievance resolution:-

Annual Inspections, Surprise Inspections of institutions / Organisations.

Public grievance cell in the Directorate and in all institutions.

2.11 Addresses of the main office and other offices at different levels:-

CHENNAI DISTRICT

A) Government Institutions:-

1. Observation Home:-

Government Observation Home for Boys and Girls, No. 300, Purasawalkam High Road, Kellys, Chennai – 600 010.
 (Ph.No.2642 2644)

2. Special Home:-

Government Special Home for Girls,
 No. 300, Purasawalkam High Road,
 Kellys, Chennai – 600 010.
 (Ph.No.2642 1279)

3. Children's Home:-

1) Government Children's Home for Girls,
 No.300, Purasawalkam High Road,
 Kellys, Chennai – 600 010.
 (Ph.No.2642 2644)

2) Government Children's Home for Boys,
 No.58, Suriyanarayana Chetty Street,
 Royapuram, Chennai – 600 013.
 (Ph.No.2595 1450)

4. After Care Organisation:-

Nil

5. Vigilance Home and Unmarried Mothers Home:-

Government Vigilance Home,
 No.27, Rosary Church Road,
 Mylapore, Chennai – 600 004
 (Ph.No.2494 1224)

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

- 1) Children's Home for Boys and Girls under Madras Society for the Protection of Children,
No.288, Thiruvotriyur High Road,
Chennai – 600 021. (Ph.No.2595
1521)
- 2) Children's Home for Boys and Girls under
Seva Samajam Childrens' Home,
No.75, Bhajanai Koil Street, Pallipattu Village,
Guindy Road,
Chennai – 600 113. (Ph.No. 2235 1656)
- 3) Children's Home for Girls under Seva Samajam Girls Home,
“Aachen House”, No.29, Casa Major Road,
Egmore, Chennai – 600 008.
(Ph.No.2826 1289)
- 4) Children's Home for Boys under Seva Samajam Boys Home,
No.1, Kamarajar Salai, Dasarathapuram, Saligram,
Chennai – 600 093.
(Ph.No. 2480 0596)
- 5) Children's Home for Boys and Girls under Bala
Mandir, No.126, Gopathy Narayanaswamy Chetty
Road, Chennai – 600 017.
(Ph.No. 2826 7921)
- 6) Children's Home for Boys and Girls under
Daya Sadan Children's Town, Poonamallee High Road,
Nerkundram, Chennai – 600 107. (Ph.No.23782694)
- 7) Children's Home under Don Bosco Beatitudes,
No.50, Sundaram Street, Vysarpadi, Chennai – 600
039. (Ph.No.2551 4287)
- 8) Children's Home under Sri
Arunodayam Plot No. 35, Sivananda
Nagar, Kolathur, Chennai – 600 099.
(Ph.No. 044-26511450)

- 9) Children's Home under Balavihar for Mentally Defective Girls, Halls Road, Kilpauk, Chennai – 600 010.
(Ph.No.2644 7933)
- 10) Children Home under Balavihar for Mentally Defective Boys, Halls Road, Kilpauk, Chennai – 600 010.
(Ph.No.2644 7933)
- 11) Mariyalaya Children Home for Girls
#29, Pedariyar Koil Street
Mannady, Chennai – 600 001
Phone No. 044-25283986

3. Half way Home

Nil

4. Short Stay Home:

Abaya Nilayam,
Church Road, Mylapore,
Chennai – 600 004.
(Ph.No.24981679)

COIMBATORE DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. Vigilance / Protective Home:-

Government Protective Home,
315.A, Kannusamy Gounder
Street, Sanganur, Rathinapuri (P),
Coimbatore-641 025. (Ph.No.0422-
2330588)

B) Institutions run by NGO:-

1. Observation Home:-

Observation Home for Boys and Girls under Discharged
Prisoner's Aid Society, 1093 & 1094, Avinashi Road,
Pappanaickanpalayam, Coimbatore-641 037
(Ph.No.0422-2216183)

2. Children's Home:-

Children's Home for girls under Coimbatore Seva
Nilayam, No.2, Syrian Church Road, Coimbatore-1
(Ph.No.0422-2473664)

3. Reception Unit:-

Reception Unit under Don Bosco Anbu
Illam Social Service Society
38, G.M. Nagar, Ukkadam, Coimbatore-641 001.
(Ph.No. 0422-2399778)

4. Special Care Centre:-

Nil

5. Half way Home:-

Nil

6. Short Stay Home:-

Nil

CUDDALORE DISTRICT

A) Government Institutions:-

1. Observation Home:-

Government Observation Home for Boys and Girls, Radhakalyanamandapam,
No.9, Beach Road,
Cuddalore – 607001.
(Ph.No.04142-294422)

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

DHARMAPURI DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for Boys, Chinnar Reservoir Project Area, Panchampalli-636812, Dharmapuri.
(Ph.No.04342-237649)

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Children's Home for Boys and Girls under Vallalar Balar Illam, Nallampalli (via), Kurinji Nagar Post, Dharmapuri. (Ph.No.04342-260582)

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

DINDIGUL DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

- 1) Gandhigram Children's Home, Gandhigram, Dindigul District – 624 302 (Ph:0451-2451369)
- 2) Puduyugam Children's Home, Karunanidhi Nagar, Palani Road, Murugathurapatti, Dindigul District. (Ph.No. 04543 222366)

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

ERODE DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for Boys,
 S.F.151/2A Kollukattu Medu,
 Nanjai Uthukulli,
 Lakapuram Post,
 Karur Road, Erode 638002
 (Ph.No.0424-2401916)

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

KANCHEEPURAM DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for Boys,
G.S.T. Road, Chengalpattu – 2
(Ph.No.044-27424458)

4. After Care Organisation:-

Government After Care Organisation,
Athur, Chengapattu – 603 101.
(Ph.No.044-27433903)

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

MADURAI DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Government behind Care Organisation for Boys,
No.1-12/E2 Road, P.T.Rajan Road,
Madurai 625 002.
(Ph.No. 0452-2520 771)

5. Vigilance / Protective Home:-

Government Vigilance Home,
20, Besant Road, Chokkikulam,
Madurai- 625 002.
(Ph. No. 0452-2531934)

B) Institutions run by NGO:-1.

Observation Home:-

Observation Home under Madurai Children's Aid Society, 164, Ramnad Road, Kamarajar Salai, Madurai-625 009.
(Ph.No.0452-2311524)

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

6. Shelter Home:-

Vidiyal Shelter Home,
No. 21 &22 Kennet Nagar,
Muthupatti,
Madurai East 3.

NAGAPATINAM DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Children's Home for Mentally and Physically Handicapped Children under Arivagam,
Thiruvaduthurai Athinam Thootam,
Tharangampadi Salai,
Mayiladuthurai – 609 001, Nagapatinam
District. (Ph.No.04364-222649)

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

SALEM DISTRICT

A) Government Institutions:-

1. Observation Home:-

Government Observation Home for Boys and Girls, District Court Compound, Yercaud Main Road, Hasthampatti, Salem-7.
(Ph.No. 0427-2415148)

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Government Protective Home,
District Court Compound,
Hasthampatti, Yercaud Main Road,
Salem-636007. (Ph.No.0427-2415148)

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Children's Home for girls under Idhayalaya,
Nethimedu, Salem-2. (Ph.No.0427-
222800).

3. Reception Unit

Don Bosco Anbu Illam Social Service Society, (for Boys)
230, Bretts Road,
Mulluvadigate,
Salem-636 009

Life Line Trust, (for Girls)
No.55/1-A, Kuruchi Colony,
Gandhi Road,
Salem

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

SIVAGANGA DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for
boys, O" Siruvayal, Karidudi-623 208
(Ph. No. 04565-255628)

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

THANJAVUR DISTRICT

A) Government Institutions:-

1. Observation Home:-

Government Observation Home,
 Government Children's Home
 premises, V.O.C.Nagar, Tanjavur - 613
 007. (Ph.No.04362-237013)

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for Boys,
 V.O.C.Nagar, Tanjavur-613 007.
 (Ph.No.04362-237013)

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

TIRUVALLUR DISTRICT

A) Government Institution:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Children's Home for Boys and Girls under
IRCDS, No.6, Namakkal Ramalingam Street,
Rajajipuram, Tiruvallur-1.
(Ph.No.044-27660084)

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

THOOTHUKUDI DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for Boys,
Ceylon Government Quarantine Camp, Tattaparai - 628 034.
(Ph.No. 0461-2261235)

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Children's Home under Muthu
Kuviyal, 176,Palayamkottai Road,
Tuticorin-622 001.
(Ph. No. 0461-2330313).

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

St. Francis Xavier Rescue Shelter,
Adaikalapuram-628217, Thoothukkudi
District. (Ph.No.04639-245248)

THIRUCHIRAPALLI DISTRICT

A) Government Institutions:-

1. Observation Home:-

Govt. Observation Home,
34, East Boulevard Road,
Trichy – 620 002.
(Ph.No.0431-2702234)

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. Government After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Government Protective
Home, No.1, Race Course
Road, Kajamalai, Trichy –620
020. (Ph.No.0431-2420617)

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half Way Home:-

Nil

5. Short Stay Home:-

Nil

6. Reception Unit:-

Hope World Wide, (for Boys)
No.43, Rajiv Gandhi Nagar,
Edamalaipatti pudur, Tiruchirapalli.

TIRUNELVELI DISTRICT

A) Government Institutions:-

1. Observation Home:-

Govt. Observation Home,
N.G.O. 'B' Colony Bus Stop,
Melapalayam P.O. Tirunelveli-627 003.
(Ph.No.0462-2352954)

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

7. Reception Unit:-

Don Bosco Social Service Society,
No.2-A, St.Marks Street,
Post Box No.108,
Palayamkottai,
Tirunelveli.

TIRUVANNAMALAI DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Nil

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Children's Home for Girls under Tere-Des-Home Trust,
 Perumbakkam Road,
 Ramanashram P.O.,
 Tiruvannamalai.
 (Ph.No.04175-236008)

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

VELLORE DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home for Boys:-

Government Special Home for Boys,
Kakithapattarai, Sathuvachari,
Vellore-12
(Ph.No.0416-228174)

3. Children's Home:-

Government Children's Home for Boys,
Bombay Trunk Road,
Ranipet -632 402.
(Ph.No.04172-272506)

4. After Care Organisation:-

Government After Care Organisation for Women
'Sun Shine' Officers Line,
Vellore-632 001
(Ph.No.0416-2222812)

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

VILLUPURAM DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for Boys,
No.1, Shammuga Peruman Road, Kilperumbakkam,
Villupuram-605 602. (Ph.No.04146-241702)

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Nil

3. Special Care Centre:-

Nil

4. Half way Home:-

Half Way Home under Seed Trust,
Poultry Training Centre, Irundai Village,
Madappattu Post - 607 207.
Villupuram District.
Mobile No. 94440 39063

5. Short Stay Home:-

Nil

VIRUDHUNAGAR DISTRICT

A) Government Institutions:-

1. Observation Home:-

Nil

2. Special Home:-

Nil

3. Children's Home:-

Government Children's Home for Boys,
Malliputhur-626 141, Sri Villiputhur Taluk,
Virudhunagar District. (Ph.No.04563-
2681539)

4. After Care Organisation:-

Nil

5. Vigilance / Protective Home:-

Nil

B) Institutions run by NGO:-

1. Observation Home:-

Nil

2. Children's Home:-

Madurai Multipurpose Social Service Society,
1/648, Sundaram Theater Road, Gandhi Nagar Street,
Pandian Nagar, Virudhunagar – 3.
(Ph. No. 04562-242965)

3. Special Care Centre:-

Nil

4. Half way Home:-

Nil

5. Short Stay Home:-

Nil

**THE LIST OF NGO'S IMPLEMENTING WELFARE PROGRAMMES FOR
STREET CHILDREN
GOVERNMENT OF INDIA SCHEME**

<p>1. THIRUCHIRAPALLI MULTIPURPOSE SOCIAL SERVICE SOCIETY, (under GOI Scheme) P.B.No.12, Melapudur, Tiruchirapalli - 620001. Phone No.0431-2410026.</p>	<p>2. MAZZERELLO MAGALIR NALVAZHUVU MAIYAM, (under GOI Scheme) 29, Pedariar Koil Street, Chennai – 600 001. Phone No.044-25281780</p>
<p>3. DONBOSCO ANBU ILLAM SOCIAL SERVICE SOCIETY, 25, Kulandai Street, Park Town, Chennai – 600 003. Phone No.044-25352101</p>	<p>4. DONBOSCO ANBU ILLAM SOCIAL SERVICE SOCIETY, No.38 G.M.Nagar, P.B.No.409, By-pass Road, Ukkadam, Coimbatore. Phone No.0422-2399758</p>
<p>5. ASHA NIVAS SOCIAL SERVICE CENTRE No.9, Rutland Gate, 5th Street, Nungambakkam, Chennai - 600 006 Phone No.044-28279311</p>	<p>6. ASIAN YOUTH CENTER 123/9, Bharathi Colony, 15th Main Road, Anna Nagar, Chennai-600 0040. Phone No.044-26161097</p>
<p>7. SEEDS (NESAKKARAM) New No.11, (Old No.6), 1st Cross Street, Lake Area, Nungambakkam, Chennai - 600 034. Phone No.044-28172330 / 28174770</p>	

Treatment -cum- Rehabilitation Centre

Intergrated Rehabilitation Centre for Addicts

1.	St.Pauls Educational & Medical Trust, No.339/102, Arcot Road, Kodampakkam, Chennai-600 024. Phone No.044-24835375	2.	The Voluntary Health Services, Adyar, Chennai – 600 113. Phone No.044-22542971 / 73 044-22541972 / 74 / 75
3.	Mass Action Network India Trust, (Manasha De-addition Centre) 14, First Floor, Sivan Koil West Street,Vadapalani, Chennai – 600 026. Cell No.9841545980 / 9444275762	4.	Tiruchirapalli Multipurpose Social Service Society, (Keeranur Centre) Melapudur, P.B.No.12, Trichy – 620 001. Phone No. 0431-2410026, 2467091
5.	SOC-SEAD, (Ayikudi Centre) P.B.No.395, Old Goods Shed Road, Teppakulam Post, Trichy – 620 002. Phone No. 0431-2700923	6.	Community Action for Rural Development (CARD), Samathuvapuram, Pulivalam - 622507 Pattukottai District. Phone No.04333-207327, 9443367491
7.	Madharnala Thondu Niruvanam, Thiruvendhipuram Main Road, Pathirkuppam Post, Cuddalore – 607 401. Phone No.04142-287239	8.	Sri. Victoria Educational Society, Enathukkannpatti Post, Puthukkottai Road, Mathakkottai, Thanjavur – 613 005. Phone No. 04362-226796
9.	Khajamalai Ladies Association, Khajamalai, Trichy – 620 023. Phone No.0431-2459655	10.	Centre for Action and Rural Education (CARE), No.6, Kambar Street, Teacher's Colony, Erode-638 011. Phone No.0424-267567
11.	Indian Institute of Women & Child Health Trust, Battalagundu Road, Sempathi (P.O) Dindigul District-624 707. Phone No.0451-2556365 / 2461590	12.	Bharathi Women Development Centre, Kattur-Post, Manakkal Ayyampattai (via), Thiruvarur District-610 104. Phone No.04366-244377
13.	Avvai Village Welfare Society, No.260, Public Office Road, Velippalayam, Nagapattinam District-611 001. Phone No.04365-248998	14.	M.S.Chellamuthu Trust and Research Foundation, No.643, K.K.Nagar, Madurai-625 020. Phone No.0452-2586448

15.	Foundation for Infrastructure Reconstruction and Employment (FIRE), 1/82 E, Anna Nagar, Sirumugai-641 302. Coimbatore District. Phone No.04254-253021	16.	SUPPORT. 162, Sholinger Road, SBI Complex, Arokkonam-631 001. Vellore District. Phone No. 04177 - 238790
17.	Athencottasan Muthamizh Kazagam, 7-46 B, Naduveorkarai, Mondaikad-629 252. Kanniyakumari District. Phone No.04651-222356	18.	Kalaiselvi Karunalaya Social Welfare Society, PP1, 3 rd Block, Mogappair West, Chennai-37. Phone No. 044 - 65181460
19.	Gandhi Peace Centre, 4/106/1, Athur Main Road, Asian School Compound, Manjini Post, Athur Taluk, Salem District. Phone No.04282-241515	20.	Mass Welfare Associate, 290 A, 2 nd Street, Anna Nagar, Cheyyar-604407. Tiruvanamalai District. Phone No.04182-224637
21.	Sri Ramakrishna Seva Nilayam, 306, Kalakodi Street, (Near Mangama Salai), Thenkasi-627811. Tirunelveli District. Phone No.04633-281081	22.	CENDECT Kamatchipuram, Theni District-625520. Phone No.04546-396245
23.	Annai Karunalaya Social Welfare Association, No 25/2/7, Gingee Road, Near Sandhamedu, Tindivanam- 604001 Phone No. 04147 - 228565		

List of NGOs implementing SWADHAR Scheme

1	Kovai Auxilium Salesian Sisters Society (Mariyalaya) 8/1/E/122, Kasthuribai Street, Anna Nagar, Ammapalayam, Annuparopalayam Post, Tirupur, Coimbatore District Phone No. 0421 - 2487957	2	Rural Education for Action and Development Agency (Read) H 27, 5 th Cross, II Main Road, R.M. Colony, Dindigul Phone No. 0451 - 2471822
3	Kalaiselvi Karunalaya Social Service Society PP1, 3 rd Block, Mogappair West, Chennai Phone No. 044-26254956	4	Avvai Village Welfare Society, 260, Public Office Road, Vellipalayam, Nagapattinam Phone No. 04365 - 248998
5	Community Action for Rural Development, (CARD) Samathuvapuram, Pullivalam, Pudukkottai District Phone No. 04333 – 207118 / 207327	6	Mass Action Network India Trust, 14, West Sivan Koil Street, (1 st Floor), Vadapalani Chennai – 600 026 Phone No 044-23650662
7	The Banyan 6 th Main Road, Mogappair Eri Scheme, Mogappair West, Chennai – 600 037 Phone No. 044 - 26530504	8	Maitri Society, Koduvillarpatti, Theni District Phone No. 04546 – 251108
9	Arasan Rural Development Society, 129 D, Anna Salai, Kalakad, Tirunelveli District Phone No. 04635 – 262443/ 260966	10	Vinmathi Educational and Rural Development Society, Trichy Main Road, Manaparai, Trichirapalli Phone No. 04332 – 260477
11	Society for Rural Development and Promotional Services, 437/1 Pasumai Nagar, Pachal Post Tirupattur, Vellore District Office Cell No. 9486962515	12	Society for Rural Development Arukanni Chinnapan Illam, Pillaiyar Koil Street, Thillaipuram, Namakkal Phone No. 04366 – 276329
13	Sri Venkateswara Orphanage, Kaduvelli, Thillaisthanam P.O Tiruvaiyaru Block, Tanjavur - 613 203 Phone No. Nil	14	Barathamatha Family Welfare Foundation 23. B, Mannai Road, Thiruthuraipoondi, Tiruvarur District Phone No. 04369 – 223084 / 221918
15	Mother Theresa Social Services and Development Society, 50 A, Viralimalai Road, Manaparai Taluk & post, Trichirapalli-621 306 Cell No.9865747288	16	Integrated Rural Community Development Society (IRCDS), No.13, Abdul Kalam Street, MDM Nagar, Tiruvallur-602 001. Phone No.044-27660084

2.12 Morning hours of administrative office : 10.00 a.m.
Closing hours of administrative office : 5.45 p.m.

Schools :-

Morning hours : 9.00 a.m.
Closing hours : 4.00 p.m.



CHAPTER – III

3.1 Powers and duties of officers and employees:-

DESIGNATION	POWERS & DUTIES
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DIRECTORATE OF SOCIAL DEFENCE, CHENNAI

Director	: Head of the Department Inspecting Authority Appointing Authority of staff and awarding Promotion & Selection Grade [Starting from the Scale of Pay of Rs.6500-10500 to Rs. 2550-3200. Superintendents of Government Observation Homes, Superintendents of Government Protective / Vigilance Homes, Superintendents of Government After Care Organisations, Field Officers, Probation Officers, Assistant Superintendents, Ministerial Staff, Teaching Categories and Executive Staff. Transfer and Posting of B, C & D Group Officers. Sanction of Increments and Pay fixation to A & B Group Officers. Permit to retire B, C & D Group Officers. Disciplinary Authority Decision Making Authority Overall Controlling Officer
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Joint Director	:	Immediate Subordinate Officer to the Head of the Department First , Second Level Officer
		Administrative Controlling Officer
	:	Conducting Overall Surprise Inspections.
Deputy Director Regional Office, Madurai	:	Controlling and Supervision of Institutions in the Southern Region.
		Conducting annual inspections and surprise visit to the Government Institutions and Institutions run by NGOs in the Southern Region.
		Reporting the functions of the institutions to the Head of the Department at regular intervals.
		Maintenance of Personal Files of the "B" Group Officers in the institutions of Southern Region.
		Sanction of Increments and Leave to the "C" and "D" Group Officers in the institutions of Southern Region.
		Pay fixation to the "D" Group Officers in the institutions of Southern Region.
		Maintenance of Personal Files of the "B" Group Officers in the institutions of Northern Region.

**Programme
Development Monitoring
and Evaluation Officer**

: Second Level Officer

Conducting surprise visit to all Government Institutions and Institutions run by NGOs

Supervise the functionaries of all Government Institutions and Institutions run by NGOs

Drafting of Welfare Schemes of the Department.

Looking after the welfare of children and their rehabilitation

Control and Supervise the duties of Field Officers and Probation Officers

Helping the Head of the Department in decision making regarding welfare of children and their rehabilitation.

Admission of Children of Government Children's Home in the Government After Care Home for 3 years.

Appointing the Probation Officers as After Care Officers

Deputy Director [Administration] of Social Defence	:	Second Level Officer at the Head Quarters
		For RTI Act – Public Information Officer.
		Overall Supervision and Control over the Administration of the Department and Departmental Inspection.
		Complaint Redressal Officer
		Dealing in the matters of staff redressal
		Sanction of periodical increment to the “B”, “C” & “D” Group Officers. and Grant - in - aid to NGO's.
		Sanction of all kinds of leave to the “C” & “D” Group Officers.
Personal Assistant to the Director of Social Defence	:	Second Level Officer at the Head Quarters
		Overall Supervision and Control over the functionaries at Head Quarters.
		Discharge the duties allocated by the Director
		Maintenance of Record sheets of the staff in the Directorate
		Complaint Redressal Officer in the absence of Deputy Director (Administration) of the Social Defence

Assistant Director [Vocational Programmes] of Social Defence	<p>: Second Level Officer</p> <p>Overall Supervision of the Vocational Programmes in the Department</p> <p>Supervise the rehabilitation of children who are in the Vocational Programmes</p> <p>Supervise the PWD works and maintenance of buildings in the Government Institutions</p> <p>Making surprise visit to the all the Government Institutions</p>
Accounts Officer	<p>: Second Level Officer</p> <p>Overall supervision and Control of Budget matters of the Department</p> <p>Pay Drawing and Disbursing Officer at the Head Office</p>
Field Officers	<p>: Immediate Sub-ordinate Officers to the Programme Development Monitoring and Evaluation Officer.</p> <p>Conducting of Training Programmes</p> <p>Supervision of NGO's Functions.</p> <p>Surprise visit to the institutions run by the NGOs.</p> <p>Drafting schemes regarding welfare and rehabilitation of children.</p> <p>Appraisal of NGOs proposals for various schemes.</p> <p>Attending NGO's requests on existing schemes.</p>

REGIONAL OFFICE, MADURAI

Deputy Director, Madurai	: <p>Administrative control over the institutions of Southern Districts</p> <p>Inspection Officer of institutions in Southern Districts.</p> <p>Inspection Officer of Educational Sections in Northern and Southern Districts.</p>
<u>INSTITUTIONS</u>	
Superintendents	: <p>Residential Officer</p> <p>Overall supervision and Control of the functions of the institutions.</p> <p>Care taker of children and their welfare.</p> <p>Pay Drawing and Disbursing Officer of the Institution.</p> <p>Reporting the developments and routine work to the Head of the Department.</p> <p>Administrative Control of the Institution.</p>
Deputy Superintendents / Assistant Superintendents	: <p>Residential Officer</p> <p>Overall supervision and Control over the day-to-day life of children.</p> <p>Conducting programmes for the welfare of children.</p> <p>Supervise the sanitation of the children</p>

House Masters	: Immediate subordinate to the Deputy Superintendent / Assistant Superintendent.
	Care taker of childrens' health and welfare.
Medical Officer	: Residential Medical Officer.
	Daily check up of ill-health children.
	Supervision of the health and sanitation of the children.
Psychologist	: Giving Psychological treatment and Counselling to the children who are referred to them.
	Regular check-up of I.Q.
Probation Officer / Case Worker	: Giving preliminary report of the children in the reception unit.
	Giving detailed enquiry report of the children.
	Submission of After Care Report, Pre-discharge Report, Discharge on License Report
	Conducting District Level Advisory Committee Meetings.
	Attend all kinds of meetings related to the welfare of women and children at District Level.
	Conducting of inspection on the proposal of NGOs for various schemes.

Women Welfare Officer	:	Providing employment opportunities to the discharged girl children.
		Rehabilitation of girl children who are discharged from the institutions.
		Counselling of girl children.

MINISTERIAL STAFF:

Office Superintendent	:	Section Head Control and Supervision of Section / Office
Office Manager	:	Supervision and control over Office administration in the institutions. Control over the staff of the institution. Maintenance of all cash records.
Chief Store Keeper	:	Maintenance and Supervision of Vocational Training Units and Maintenance of Records related to manufacturing articles (Sales and Revenue) and maintenance of cash records.
Assistants / Junior Assistants	:	Attend the Ministerial works. Staff Matters, Children's Admission and Discharge, Ration, Manufacturing and attend duties allocated by the Superiors.
Typist	:	Attend typing and fair copying work.

System Operator	: Attend all works in computer and sending E-mail.
	Attending the training programmes conducted by the Department (Power Point Presentation)
	Incharge of Missing Children Bureau, Chennai.

DESIGNATION	POWERS	DUTIES
Head Master/ Headmistress	Issuing Educational Certificates	Over all supervision and control over the school / vocational education imparted to the children, attending Inspection Works.
School Assistant / Tamil Pandits / Secondary Grade Teachers	--	Teaching classes from 1 st Std. To 10 th Std. and submitting notes of lessons.
Drawing Master	--	Giving training to the children of Primary and Middle School in Drawing.
Physical Education Teacher	--	Conducting Physical Education, Sports Meet.
Band Master, Music Mistress	--	Giving training in Musical instruments and band instruments and conducting cultural programmes.
Home Science Assistant	--	Imparting training in Home Science
Technical Assistant / Foreman	--	Maintaining of Machines in Vocational Section.
Chargemen cum Mechanic / Boiler Attendar	--	Maintenance of machines in Power Laundry Unit and maintaining Boiler.
Tailoring Instructor, Master Cutter, Asst. Cutter, Embroidery Mistress	--	Imparting training in cutting, tailoring and embroidery to the children.
Book Binding Instructors, Attender, Workshop Assistant.	--	Imparting training in Book Binding
Carpentry Instructor Mechanised / Manual, Workshop Assistant	--	Imparting training in the field of Carpentry to the chidren.
Weaving Instructor	--	Imparting training in the field of weaving to the chidren.
Mat weaving Instructor	--	Imparting training in the field of mat weaving to chidren.
Mason Instructor	--	Imparting training in the field of masonry work to chidren.
Leather Stiching Instructor	--	Imparting training in the field of leather stitching to chidren.
Welding Instructor	--	Imparting training in the field of welding to chidren.
Soap Chemist	--	Imparting training to children in the field of soap making
Agriculture Assistant	--	Imparting training to children in cultivation

Record Assistant/ Record Clerk	--	Maintenance of Office Records and Allied Registers.
Chief Guard, Warden – Grade I	--	Over all supervision work of care takers and allocation of duties to them.
Wireman	--	Attending all Electrical work in the institutions
Gateman, Warden Grade II	--	Attending Gate duty and escorting of inmates
Senior reception Home Assistant	--	Over all supervision work of care takers and allocation of duties to them.
Matron Grade I, Grade II and Grade III	--	Giving care and protection of female children and escorting them.
Cook	--	Preparation of diet to children and maintaining the kitchen neatly.
Guard, Junior Reception Home Assistant	--	Giving care and protection to the children.
Pharmacist, Nursing Assistant	--	Attending the duties allocated by the Medical Officer and giving first aid to the children.
Duffadar, Office Assistant	--	Attending room and overall H.O.D's assistance in the office.
Watchman	--	Protection of children in the institutions.
Sanitary Worker	--	Attending the sanitary work of institutions, keeping the premises clean and doing sanitation work.
Gardener	--	Maintaining the Garden and trees in the institution and responsible for producing garden articles.
Hair Dresser	--	Dressing the hair of children in the institutions at regular interval.
Washerman	--	Working in Laundry Unit and Cleaning the clothes.
Woman Guard	--	Escorting the Female children.
Women servant / Ayah	--	Escorting and care taker of girl children
Driver	--	Driving and maintenance of vehicles and maintenance of log book of vehicles

CHAPTER – IV

4.1 Rules, Regulations, Instructions, Manual and Records for Discharging Functions:-

Name / Title of the Document		Brief writeup on the document
1.	Tamil Nadu Approved Schools and Vigilance Service – Rules, Adhoc Rules, Tamil Nadu Social Defence Sub-ordinate service special rules, Tamil Nadu Ministerial Service Rules and Tamil Nadu Basic Service Rules.	Service matters like appointment, qualification, probation, test, training etc., as applicable for different services.
2.	Fundamental Rules.	Pay Fixation and other monetary benefits like increment, selection grade, special grade etc.,

3.	Tamil Nadu Civil Service (D & A) Rules 1955	Initiating disciplinary action, procedures and awarding punishments and appeal against the punishments etc.,
4.	Tamil Nadu Government Servants Conduct Rules 1973	General conduct of the Government Servants.
5.	Tamil Nadu Pension Rules	Retirement benefits to the Government Servants.
6.	The Tamil Nadu Budget Manual	Preparation of Departmental Estimates/Budget Procedure for Presentation of Budget in the Legislature-Action to be taken in respect of the Budget after the Budget is voted-Control of Expenditure- Re-appropriations & Supplementary Appropriations-Financial Procedure relating to New Schemes-Budgetary Irregularities-Public Accounts

		Committee-Zero Baseline Budget-New Services-Inter departmental adjustments-State Plan-Standing Finance Committee-Tamil Nadu Contingency Fund-Vote on Account-Ways & Means Advance etc.,
	7.The Tamil Nadu Financial Code Volume I	Rules for Government's financial transactions like receipts and disbursements. The Governments receipts comprise the ordinary revenues derived from taxes, duties, fees, fines and similar items of current. Government income and also receipts that are of a deposit or banking nature, including repayment of loans and advances. The Governments disbursements comprise expenditure out of the ordinary revenues, capital expenditure and also payments that are of a banking nature, including loans,

		advances and repayments of deposits.
8.Tamil Nadu Financial Code (Volume II)		Powers delegated to the departmental authorities-list of authorities empowered to execute contracts, deeds etc.,-Powers of subordinate officers-Special rules regarding contingency expenditure-Rules for the supply of Stationery & Printing-Government Buildings in charge of Public Works Department-Procedure to be followed in the case of works on construction, extension, improvement & alterations-Powers delegated to the authorities to remit (or) write off irrecoverable arrears of loans & advances/write off losses.

9.	The Tamil Nadu Travelling Allowance Rules	<p>This rule apply to all Government servants. They can claim the actual cost of transporting a Government servant or other person with his servants and personal luggage including charges for ferry and tolls.</p>
10.	The Tamil Nadu Manual of Special Pay and Allowances	<p>This rule apply to all Government servants. Special Pay and allowances granted to a post or of a Government servant for the specially arduous nature of the duties or a specific addition to the work or responsibility.</p>

	11. The Tamil Nadu Treasury Code Volume I	This rules relates to drawing of pay and leave salary and pension. Payment of bills, repayment of interest on public debt, repayment of deposits, money received from Government servants and private persons, refund of revenues, repayment of deposits, verification cash, transfer of payment to one place to another.
12.	The Tamil Nadu Treasury Code Volume II	This rule contain the list of office of the Reserve Bank of India, Local head of State Bank of India and branches. List of treasuries and sub treasuries in the State.List of collecting deposits in Tamil Nadu State. Rules regarding the stamping of receipts. List of classes of payment which may be made at the sub-treasury without the express pay order of the treasury.

13.	<p>Cash book, Cheque Register, Undisbursed pay register, Permanent advance repayment register, Miscellaneous payroll register, Receipts, Chalans, TNTC-70, Pay bill – Form No. TNTC-47 TA bill - Form No. TNTC-52(A) Contingent bill – Form No. TNTC - 58 Miscellaneous bill – Form TNTC-40(a)</p>	<p>These are used for payment of salary to the staff, Payment of various long term and short term advances to the Government Servants, Drawal of T.A. and Other allowances.</p>
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14.	Juvenile Justice (Care and Protection of Children) Act, 2006.	<p>to consolidate and amend the Protection of Children) Act, 2006. law relating to juveniles in conflict with law and children in need of care and protection, by providing for proper care, protection and treatment by catering to their development needs and by adopting a child-friendly approach in the adjudication and disposition of matters in the best interest of children and for their ultimate rehabilitation through various institutions established under this Act.</p>
15.	Tamil Nadu Juvenile Justice (Care and Protection of Children) Rules, 2001 as amended in 2006.	<p>The Rules framed by the Government under the powers conferred by Section 68 of the Juvenile Justice (Care and Protection of Children) Act, 2000. It contains the procedure to be followed in dealing with juveniles / children.</p>

16.	Immoral Traffic (Prevention) Act, 1956.	An Act in pursuance of the International Convention signed at New York on the 9 th May, 1950, for the prevention of immoral traffic.
17.	Immoral Traffic (Prevention) Rules, 1958.	Rules framed under Immoral Traffic (Prevention) Act, 1956. It contains the procedure to deal with women and children coming under the provision of the Act.
18.	Tamil Nadu Government Office Manual	This manual describes the procedures adopted in dealing with files in the office.

19.	<p>Guidelines for implementation of various schemes</p> <p>1) Street Children Programme</p> <p>2) Central Sector Scheme of Assistant for Prevention of Alcoholism and Substance (Drug) Abuse and for Social Defence Services.</p> <p>3) Swadhar</p> <p>4) General grant-in-aid scheme for assistance to voluntary organizations in the field of women and child development and in the field of Social Defence.</p> <p>5) Welfare of working children in need of care and protection. UJJAWALA:</p> <p>6) A Comprehensive Scheme for prevention of Trafficking and Rescue, Rehabilitation and Re-Integration of victims of Trafficking for Commercial Sexual Exploitation.</p>	<p>Procedures for implementation of the schemes and grant of financial assistance to Non-Governmental Organisations under these schemes</p>
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From where one can get a copy of
rules,regulations,instructions,
manuals and records.

: Code, Manual etc.,

Address:-

Government Central Press,

Mint Buildings, Chennai-600 079.

Telephone No.: -044-25202227 /

25202228 /

25202232

Fax No.: - 044-28521318

Email :- ---

Others:- ---

Acts are available in all leading law book stalls. Tamil Nadu Juvenile Justice (Care and Protection of Children) Rules, 2001 are available in Departmental Website:

www.tn.nic.in/socialdefence

Guidelines of various schemes are available in Government of India website

www.wcd.nic.in or

www.socialjustice.nic.in

Fee charged by the Department for
copies of rules, regulations,
instructions, manuls and records (if
any) ---



CHAPTER – V

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 there of:-

5.1 Formulation of Policy:-

Details of consultation / participation of public or its representation for formulation of policies.

S. No.	Subject / Topic	Is it mandatory to ensure public participation (Yes/No)	Arrangements for seeking public participation
Public are free to approach the Department with their views and suggestions regarding formulation / Implementation of policy and their opinions are taken into consideration by the Department, while formulating / Implementing Policies.			

5.2 Details to seek consultation / participation of public or its representatives for implementation of policies.

S. No.	Subject / Topic	Is it mandatory to ensure public participation (Yes/No)	Arrangements for seeking public participation
Public are free to approach the Department with their views and suggestions regarding formulation / Implementation of policy and their opinions are taken into consideration by the Department, while formulating / Implementing Policies.			



CHAPTER – VI

A statement of the categories of documents that are held by it or under its control:-

6.1 Information about the official document:-

Sl. No.	Category of the document	Name of the document and its introduction in one line	Procedure to obtain the document	Held by / under control of
1.	Government orders pertaining to this Department	Government Orders	On application	Head of Department
2.	Proceedings of the Officers	Orders	On application	Head of Department/Head of Institution
3.	Circulars	Circular Instruction	On application	Head of Department/Head of Institution



CHAPTER – VII

A Statement of Boards, Councils, Committees and other Bodies constituted as its part

7.1 Information of Boards, Councils, Committees and other bodies related to the public authority:-

FORMAT

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year, Objective/Main activities	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	Are minutes of the meetings available to the public? If yes please provide information about the procedure to obtain them
1) State Advisory Board on Juvenile Justice	Board	To monitor and over see the functioning of the institutions and Administration of Juvenile Justice in the State	Advisory	(i) The Honorable Minister in charge of the administration of Juvenile Justice in the State - Chairperson	Hon'ble Minister for Social Welfare	Secretariat, Chennai-9 (No branches)	Once in 6 months	No (Board Yet to be constituted)	---	

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of theaffiliatedbodyEstablishmentyear/Objective/Mainactivities	Role of the affiliated body(Advisory,Managingexecutive/others)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themetings	Are minutes of the meetingsprepared?
			<p>(ii) The Secretary to Government Social Welfare & Nutritious Meal Programme Department – Member Secretary</p> <p>(iii) The Secretaries to Government from Health, Municipal Administration, Industries, Home, Education & Law – Members</p> <p>(iv) Prof. & Head, Department of Criminology & Psychology - Member</p>						

Name & Address of theaffiliatedbody	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of theaffiliatedbodyEstablishment & ObjectiveMain activities	Role of the affiliated body(Advisory,Managing,executivethers)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate inthe meetings	Are minutes of themeetingsprepared?
			<p>(v) Principal Information Officer, Press Information Bureau, Govt. of India - Members</p> <p>(vi) General Manager Southern Railway. - Member</p> <p>(vii) Nomination from the Chamber of Commerce - Member</p>						An minute of themeetingis available Report can be viewed from website of the concerned department edate.college.in/mem

Name & Address of the affiliated body	Types of affiliated body (Board, Council, Committee, Other bodies)	Brief introduction of the affiliated body Establishment year/Objective/Main activities	Role of the affiliated body (Advisory, Managing executive others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	Are minutes of the meetings available on public website or has provided information about the procedure to obtain them
			<p>(viii) Director General of Police or his Nominee - Member</p> <p>(ix) Director of Municipal Administration - Member</p> <p>(x) Nominee from the Press Council - Member</p> <p>(xi) Nominee from State Human rights Commission, Women's Commission etc., - Members</p>							

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment & Objective/Main activities	Role of the affiliated body(Advisory /Managing/executivethers)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate inthe meetings	Are minutes of themeetingsprepared?
			<p>(xii) Representative from UNICEF - Member</p> <p>(xiii) Lions Club / Rotary Club Governor - Members</p> <p>(xiv) Nomination of Seven Non-Governmental Organisations / Social Workers - Members</p> <p>(xv) Nomination of five District Panchayat Chairperson (Equal Representation shall be given to the various parts of the state) - Members</p>						

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee/Other bodies)	Brief introduction of the affiliated body established year, Obj of existence/Technology Executive Member/Advisory Board/Executive Committee	Role of the affiliated body/Advisory Managing executive officers	Structure and Member composition	Head of the Body	Address of main office and branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	Are minutes of the meetings available on the website/approachable from the concerned department
			(xvi) Registrar General (High Court) - Member (xvii) Nominee from the District Advisory Committee - Member (xviii) Nomination of two Members of Legislative Assembly, Two Members of Parliament by the State Government - Members The Commissioner of Social Defence shall be the convenor of the State Advisory Board Meetings.							

**iii) Secretaries to
Government, Home,
Finance & Law
Department,
Chennai-9**

- Members

**iv) Director General
of Police, Chennai-4 -
Member**

2) State Level Co-ordination Committee on Combating Trafficking and Commercial Sexual Exploitation of Women and	Committee	To Combat Trafficking (2001)	Advisory	i) The Chief Secretary to Government of Tamil Nadu,Chennai-9 - Chairman ii) Secretary to Government, Social Welfare and Nutritious Meal Programme Department, Chennai-9. - Member Secretary	Chief Secretary of Government of Tamil Nadu	Secretariat, Chennai-9 (No branches)	Once in 3 Months	No	Yes	Yes. On application
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RTI Act-Updation-17.06.2010 JS

Name & Address of the affiliated body	Types of affiliated body(Board/Council/Committee, Other bodies)	Brief introduction of the affiliated body's functions/Objectives of the affiliated body	Role of the affiliated body/Advisory/Managing executive other than its main functions	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
			<p>v) Commissioner of Social Welfare - Member</p> <p>vi) Commissioner of Social Defence – Member</p> <p>vii) Director of Rural Development – Member</p> <p>viii) Director of School Education – Member</p> <p>ix) Special officer, Bonded labour Abolition, Chennai - Member</p>						

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated body(Establishment/year/Objective/Mainactivities	Role of the affiliated body(Advisory,Managing,executive,others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
			<p>x) Executive Director Tamil Nadu Corporation for Development of Women, Chennai – Member</p> <p>xi)Member Secretary, Tamilnadu State legal services Authority, Chennai - Members</p> <p>xii) 7 NGOs – Members</p>						

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee/Other/bodies)	Brief introduction of the affiliated body/Estab lished year/Objective/Main activities	Role of the affiliated body (Advisory/Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings available to the public? If yes please provide information about procedure to obtain them
3) State Empowered Committee on Swadhar Scheme	Committee	2004 For recommending the proposals of NGOs under Swadhar Scheme	Scrutinizing	<p>i) Secretary to Government, SW&NMP Department - Chairperson</p> <p>ii) Secretary, State Social Welfare Board - Member</p> <p>iii) Chief Accounts Officer, SW&NMP Department - Member</p> <p>iv) Commissioner of Social Defence - Member Secretary</p> <p>v) Joint Director (Engg.), Department of Industries and Commerce, Chennai-5 - Member</p>	Secretary to Government , SW&NMP Department	Secreariat (No branches)	As and when required	No	Yes Yes, on application

	Name & Address of the affiliated body		Brief introduction of the affiliated body Establishment year/Objective/Main activities	Role of the affiliated body(Advisory, Managing executive/other)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings		
	Types of affiliated body(Board,Council, Committee,Other bodies)							Can public participate in the meetings		
4) Sub-committee on Combating Trafficking and Commercial Sexual Exploitation of Women and Children	Committee	2004 To supervise the functions of District Level Advisory Committee and Village Level Watch Dog Committee	Supervisory	i) Hon'ble Minister for Social Welfare, Government of Tamil Nadu - Chairperson ii) Commissioner of Social Defence - Member iii) Secretary Thiru.P.W. Davadar, I.A.S., - Member iv) Executive Director T.N.C.D.W. - Member	Hon'ble Minister for Social Welfare, Govt. of Tamil Nadu	Secretariat, Chennai-9 (No Branches)	As and when required	No	Yes	Yes. On application

Are minutes of the meetings available in public? If yes, please provide information about the procedure.

Name & Address of the affiliated body	Types of affiliated body (Board/Council/ Committee/Other bodies)	Brief introduction of the affiliated bodyEstablishment year, Objectives/ Main activities	Role of the affiliated body (Advisory/Managing/Executive/others)	Structure and Member composition	Head of the Body	Address of main office and branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
			v) Representative Campaign against child trafficking - Member vi) Dr.Saraswathy Sankaran, DESH, Chennai - Member vii) Tmt.Shyamala Ashok - Member viii) Tmt.Chandra Thanikachalam, Indian Council for Child Welfare, Chennai-30 - Member						

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year/Objective/Main activities	Role of the affiliated body(Advisory, Managing,executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
5) District Level Advisory Committee on Combating Trafficking and Commercial Sexual Exploitation of Women and Children	Committee	2001 Prevention of Trafficking	Advisory	i) District Collector - Chairperson ii) Superintendent of Police - Vice Chairman iii) Probation Officer – Member Secretary iv) The Chairperson, District Legal Services Authority -Member v) Chief Educational Officer - Member	District Collector	Collectorates of the concerned District [No branches]	Once in 3 months	No	Yes Yes, On application

Are minutes of the meetings prepared? If yes please provide information about the procedure

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of theaffiliatedbody[Establishmentyear,Objective@Mainactivities titles]	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?	Are minutes of the meetingsavailabletothe public?Ifyesplease provideinfo/mastabouthe procedureandformatitem
			vi) J.D.Medical Services - Member vi) District Social Welfare Officer - Member vii) Representative from NGOs - Member (3 to 5)							

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee/Other bodies)	Brief introduction of the affiliated body/Establishment/year/Objective/Main activities	Role of the affiliated body (Advisory/Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	
6) District Advisory Committee on Juvenile Justice (Care and Protection of Children) Act, 2000 and Inspection Committee	Committee	1) 2002 To review the administration and activities of the institutions established under the provisions of Juvenile Justice (Care and Protection of Children) Act, 2000 2) To inspect the institution established under this Act.	Executive	i) District Collector - Chairperson ii) Supt. of Police / Commissioner of Police – Vice Chairman iii) Mayor / District Panchayat Chief - Member iv) District Social Welfare Officer - Member v) Rotary/ Lions District Governor - Members	District Collector	Collectorates of the concerned districts	Once in 6 months	No	Yes	Yes. On application

Are minutes of every meeting available public? If yes please provide information in attachment

Name & Address of the affiliated body	Types of affiliated body(Board,Council, Committee,Otherbodies)	Brief introduction of the affiliatedbodyofEstablishmentyear/Objective@Maracti Vites	Role of the affiliated body(Advisory,Managingexecutiveorothers)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
	3) Propose suitable programmes which can be implemented in the District. 4) Review of the Probation Work in the District.		vi) Non-Governmental Organisations (five) - Members vii) Chief Educational Officer, Dean, District Medical Officer, Health Officer, Corporation - Members viii) Two media personnel - Members ix) Two Corporate Personnel - Members x) Professionals - Members xi) Probation Officer (Social Defence) - Member Secretary						

Name & Address of the affiliated body	Types of affiliated body(Board,Council, Committee,Other bodies)	Brief introduction of the affiliated body(Establishment year/Objective/Name/Act/votes)	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
7) Selection Committee for Juvenile Justice Board and Child Welfare Committee	Committee	2002. Selection of members to the Juvenile Justice Board and Child Welfare Committee	Others [Selection]	i) Principal District and Sessions Judge - Chairperson ii) District Collector - Member iii) Commissioner of Police / Superintendent of Police - Member	Principal District and Sessions Judge	O/o. Principal District and Sessions Judge Concerned	As an when required.	No	No

Name & Address of the affiliated body		Types of affiliated body (Board/Council/Committee/Other/bodies)	Brief introduction of the affiliated body (Establishment/Object/and/activities)	Role of the affiliated body (Advisory/Managing/executive/other/s)	Structure and Membercomposition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
8) Juvenile Justice Board	Board	2002. For exercising powers and discharging the duties conferred or imposed in relation to juvenile in conflict with law under Juvenile Justice (Care and Protection of Children) Act, 2000 as amended in 2006.	Others [Judicial]	i) Magistrate - Chairman ii) Two Social Worker - Members (Of whom one shall be a woman)	Magistrate	1. Government Observation Home for Boys and Girls, No.300, Purasawalkam High Road, Kellys, Chennai – 600 010. Phone No. 044-26422644 2. Observation Home for Boys and Girls under Madurai Children Aid Society, No.164, Ramnad Road, (Kamarajar Road), Madurai – 625 009. Phone No. 0452-2626524	Monday, Wednesday, and Friday from 10.30 a.m. to 1.00 p.m.	No	N/A	N/A

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee/Other/bodies)	Brief introduction of the affiliated body (Establishment year/Objective/Main activities)	Role of the affiliated body (Advisory/Managing/executive/other/s)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
					<p>3. Observation Home for Boys and Girls Under Discharged Prisoner's Aid Society, No.1093,1094, Avinashi Road, Pappanaickenpalayam Coimbatore – 641 037 PhoneNo.0422- 2216183</p> <p>4. Government Observation Home for Boys and Girls, No.34, East Boulevard Road, Trichy – 620 002. Phone No.0431- 2702234</p>				

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Other bodies)	Brief introduction of the affiliated body (Establishment year/Objective/Main activities)	Role of the affiliated body (Advisory, Managing executive/others)	Structure and Member composition	Head of the Body	Address of main office and branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
					<p>5. Government Observation Home for Boy and Girls, District Court Compound, Yercaud Road, Hasthampatti, Salem – 636 007. Phone No.0427- 2415148</p> <p>6. Government Observation Home for Boys and Girls, N.G.O.'B' Colony Bus Stop,Melapalayam P.O. Tirunelveli-627 003. Phone No.0462- 2352954</p>				

Name & Address of the affiliatedbody	Types of affiliated body (Board/Council/Committee/Otherbodies)	Brief introduction of theaffiliatedbodyEstablishmentyear/Objective/Mainactivities	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
					<p>7. Government Observation Home for Boys and Girls, Radha Kalyana Mandapam, No.9, Beach Road, Cuddalore - 607 001. Phone No. 04142-294422</p> <p>8. Government Observation Home for Boys, Government Children's Home premises, V.O.C.Nagar, Tanjavur - 613 007. Phone No.04362-237013</p>				

Are minutes of the meetingsavailableonpublic/crt/please provide information about the procedure to obtain them

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee/Other bodies)	Brief introduction of the affiliated body/Establishment year/Objective/Main activities	Role of the affiliated body(Advisory, Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	
9) Child Welfare Committee	Committee	2004. For exercising powers and discharge duties conferred on such committee in relation to a child in need of care and protection under Juvenile Justice (Care and Protection of Children) Act, 2000 as amended in 2006	Other (Quasi Judicial)	One Chairperson And 4 Members of which one shall be a woman	Chairperson	<p>1. Government Children's Home for Boys, No.58, Suryanarayana Chetty Street, Royapuram, Chennai – 600 013. Phone No.044-25951450</p> <p>2. Government Children's Home for Girls, No.300, Purasawalkam High Road, Kellys, Chennai-600 010. Phone No.044-2642 279</p> <p>3. Government Children's Home for Boys, G.S.T.Road, Chengalpattu-2. Phone No.044 27424458</p>	Tuesday, Thursday and Fridays 2.00 p.m. to 5.00 p.m.	No	N/A	N/A

Are minutes of the meetings prepared? If yes please provide information about the procedure followed.

Name & Address of the affiliated body	Types of affiliated body (Board/Council/ Committee/Other bodies)	Brief introduction of the affiliated body/Establishment year/Objective/Main activities	Role of the affiliated body/Advisory, Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
					<p>4. Government Children's Home for Boys, Bombay Trunk Road, Ranipet.632 402. Phone No.04172-272506</p> <p>5. Government After Care Organisation, "Sun Shine" Officers Line, Vellore-632001 Phone No.0416- 2222812</p> <p>6. Government Children's Home for Boys, No.1, Shanmugaperuman Road, Kilperumbakkam, Villupuram-2 Phone No.04146-241702</p>				

Are minutes of the meetings available to the public? If yes please provide information about the procedure
of obtaining them

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated body(Establishmentyear/Object/vel/activities)	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?	
					<p>7) Government Observation Home, District Court Compound, Yercaud Main Road, Hasthampatti, Salem-7. Phone No.0427-2415148</p> <p>8) Don Bosco Anbu Illam, Social Service Society, 230, Bretts Road, Mulluvadigali, Salem-636007. Phone No.0427- 2416631</p> <p>9) Don Bosco Anbu Illam, Social Service Society, No.38, G.M.Nagar, P.B.No.409, Ukkadam, Coimbatore-641001.</p> <p>10) Government Children's Home for Boys, SF. 151/2A, Kollukattumedu, Nanjai Oothukkuli, Lakkapuram Post, Karur Road, Erode.638 002. Phone No.0424-2401916</p>					

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated body(Establishment year/Object/vel/activities)	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	
					<p>11) Children's Home for Boys and Girls under Vallalar Balar Illam, Nallampalli (Via), Kurinji Nagar Post, Dharmapuri District. Phone No. 04342-260582</p> <p>12. Government Observation Home, No.34,East Boulevard Road, Tiruchirapalli-2 Phone No. 0431-2702234</p> <p>13. Government Children's Home for Boys, V.O.C.Nagar, Thanjavur-613 007. Phone No. 04362-237013</p> <p>14. Government Children's Home for Boys, O.Seruvayal, Karaikudi – 623 208. Phone No. 04565-255628</p> <p>15. Vidiyal Shelter Home, No.21 & 22, Kennet Nagar, Muthupatti, Madurai East - 3</p>					Are minutes of the meetings available? If yes please provide information about the procedure taken in the m.....

Name & Address of the affiliated body	Types of affiliated body(Board/Council/Committee/Other/bodies)	Brief introduction of the affiliated body(Establishment year/Objective/Activities)	Role of the affiliated body(Advisory/Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetings available on the website?	
					<p>16. Government Observation Home, N.G.O. Colony Bus Stop, Melapalayam P.O. Tirunelveli – 627 003. Phone No.0462 2352954</p> <p>17. Children's Home for Mentally and Physically Handicapped Children under Arivagam Thiruvavaduthurai Adheenam Thootam, Tharangambadi Salai, Mayiladuthurai, Nagapattinam.609001. Phone No.04364-222649</p> <p>18. Children's Home for Boys under Madurai Multipurpose Social Service Society, No.1/648, Sundaram Theater Road, Gandhi Nagar Street, Pandian Nagar, Virudhunagar-3. Phone No.04562-223881</p>					Are minutes of the meetings available on the website?

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year; Objective/Main activities	Role of the affiliated body(Advisory,Managing,executive,others)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetings prepared?
					<p>19. Puduyugam Children's Home, Karunanidhi Nagar, Palani Road, Murugathurangudi, Dindigul District. Phone No.04543-2424970</p> <p>20. Children's Home under Muthu Kuviyal, No.176,Palayamkottai Road, Tuticorin- 622 001. Phone No.0461-2326878</p> <p>21. Children's Home for Boys and Girls under IRCDS, No.6, Namakkal Ramalingam Street, Rajajipuram, Tiruvalvallur-602 001. Phone No.044-260084</p>				

Are minutes of free meetings available to the public? If yes please provide information about the procedure to obtain them.

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year/Objective/Main activities	Role of the affiliated body(Advisory,Managing,executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
10) Childline Advisory Board	Board	1999 To help a child in distress	Board	i) Director of Social Defence - Chairman ii) Additional Director General, Information Bureau, Sastri Bhavan, Chennai - Member iii) BSNL Exchange. Chennai Telephones – Member iv) Assistant State Commissioner, Southern Railway, Chennai - Member	Commissioner of Social Defence	Directorate of Social Defence, No.300, Purasawalkam High Road, Kellys, Chennai- 10.	Once in 3 months	No	Yes Yes, On application

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishmentyear,Objective/Mainactivities	Role of the affiliated body (Advisory,Managing,executive/others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
			<p>v) Child Rights Officers, UNICEF - Member</p> <p>vi) Director & Supt. Institute of Child Health and Hospital, Egmore- - - Member</p> <p>vii) Commissioner of Social Welfare - Member</p> <p>viii) Deputy Commissioner of Police & Public Relation Officer, Egmore, Chennai-8 - Member</p>						<p>Are minutes of the meetingsavailabletothe public? Yes please provide information about procedure obtaininitem</p>

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Other bodies)	Brief introduction of the affiliated bodyEstablishment year/Objective/Main activities	Role of the affiliated body(Advisory,Managing/executive others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	Are minutes of the meetings available to the public? If yes please provide information about the procedure to obtain them
			<p>ix) Health Officer, Chennai Corporation - Member</p> <p>x) Hon. Joint Secretary, Indian Council for Child Welfare - Member</p> <p>xi) Director, Don Bosco Anbu Illam, - Member</p> <p>xii) Manager, World Vision, Chennai - Member</p>							

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year/Objective /Mainactivities	Role of the affiliated body (Advisory,Managingexecutiveothers)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
			<p>xiii) Director, Asian Youth Centre, - Member</p> <p>xiv) Director, Nesakkaram -Member</p> <p>xv) Director, Mariyalaya Chennai-93. - Member</p> <p>xvi) Professor Social Welfare Department, Stella Mary's College - Member</p>						<p>Are minutes of the meetingsavailabletothe public? Yes</p> <p>Please provide information about the procedureon it if there is any</p>

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year/Objective /Mainactivities	Role of the affiliated body (Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
			xvii) Chairperson Child Welfare Committee, Chennai - Member xviii)Community Development Officer, Chennai - Member xix) Secretary, Chennai Hotel Owners Association, Chennai-17. - Member						<small>Are minutes of the meetingsavailable to thepublic? Ifyes Please provide information about the procedureto obtain them</small>

Name & Address of the affiliated body
Types of affiliated body (Board, Council, Committee, Other bodies)
Brief introduction of the affiliated body Establishment year; Objective / Main activities
Role of the affiliated body (Advisory, Managing executive others)
Structure and Member composition
116
Head of the Body
Address of main office and its branches
Frequency of meetings
Can public participate in the meetings
Are minutes of the meetings prepared?
Are minutes of the meetings available to the public? If yes please provide information about the procedure to obtain them

				<p>xx) President, Chennai PCO/STD Booth Owners Association, Chennai-3. - Member</p> <p>Xxi) Assistant Commissioner of Police Inspector, JAPU, Egmore Chennai-08 – Chennai Welfare Officer</p> <p>xxii) Additional Commissioner, Labour Department Teynampet Chennai</p>					
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Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of theaffiliatedbodyEstablishmentyear,Objective/Mainactivities	Role of the affiliated body(Advisory,Managingexecutive/others)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsavailableonpublic?Pleaseasyouinformabouttheplaceoflocationin
			xxiii) Head, SRRRC, CIF, Adyar, Chennai xxiv) Deputy Director, Social Welfare, Chepauk, Chennai xxv) Deputy Manager, Airtel Head Office, Pathinapakkam XXVI) Project Director, NCLP., Chennai Corporation, Park Town, Chennai-3.						Are minutes of the meetingsavailableonpublic?Pleaseasyouinformabouttheplaceoflocationin

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee Otherbodies)	Brief introduction of the affiliated body(Establishment year, Objective/Main activities)	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	
11) City Level Anti-Child Beggary Committee	Committee	2002. To prevent child beggary	Others	i) Department of Social Defence – Convenor Deputy Commissioner of Police Head Quarters - Member ii) D.C. Health & Education, Chennai Corporation - Member iii) Representative from Tamil Nadu Slum Clearance Board - Member iv) Representative from labour Department - Member v) Indian Council for Child Welfare, Chennai - Member	Commissioner of Social Defence	Directorate of Social Defence, No.300, Purasa -walkam High Road, Kellys, Chennai-10.	Once in 3 months	No	Yes	Yes, On application

	Name & Address of the affiliated body
	Types of affiliated body (Board, Council, Committee, Other bodies)
	Brief introduction of the affiliated body Establishment year; Objective / Main activities
	Role of the affiliated body (Advisory, Managing executive others)
NGO(Member-Zonalvii) Member-	Structure and Member composition
	120
	Head of the Body
	Address of main office and its branches
	Frequency of meetings
	Can public participate in the meetings
	Are minutes of the meetings prepared?
	Are minutes of the meetings available to the public? If yes please provide information about the procedure to obtain them

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Head of the Body		Address of main office and its branches		Frequency of meetings		Can public participate in the meetings		Are minutes of the meetings prepared?																					
12) Visitors committee in Govt. Vigilance / Protective Homes	Committee	To advise the institutional authorities in the running of the institution	Advisory	3-7 Social Worker - Member	One of the members appointed by the Govt. as the Chairman	<p>1. Government Vigilance Home No.16, Rosary Church Road, Mylapore, Chennai – 600 004. Phone No.044-24741224</p> <p>2. Government Protective Home No.1, Race Course Road, (Near EVR College) Kajamalai, Tiruchirapalli – 620 020. Phone No.0431-2420617</p> <p>3. Government Protective Home District Court Compound, Hasthampatti, Yercaud Main Road, Salem-636007. Phone No.0427-2415148</p>	Every Quarter	No	No	No																			

available to the public? If yes please provide information about the procedure to obtain them

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishmentyear/Objective/Mainactivities	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	Are minutes of the meetings available to the public? If yes please provide information about the procedure to obtain them
					<p>4. Government Vigilance Home, No.20.Besant Road, Chokkikulam, Madurai - 625 002. Phone No.0452-2531934</p> <p>5. Government Protective Home, No.315.A,Kannusamy Goundar Street, Sanganur, Rathinapuri (P), Coimbatore – 641 027. Phone No.0422-2330588</p> <p>6. Government Rescue Home, Government After Care Organisation, Sunshine Officers Line, Vellore - 632 001. Phone No.0416-2222812</p>					

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated body[Establishment year/Objective/Main activities]	Role of the affiliated body(Advisory/Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in the meetings	: Are minutes of the meetings prepared?	Are minutes of the meetings available in public file/release/available information about the procedure to obtain them
13) Village Level Watch Dog Committees	Commitee	2002. Prevention of trafficking of women and children.	Executive	i) Village Panchayat President - Chairman ii) Village Administrative Officer - Convenor iii) Head Master of School - Member	Village Panchayat President	Concerned Village Panchayat Officer (No Branches)	Once in 3 Months	No	--	--

Name & Address of the affiliated body	Types of affiliated body (Board, Council, Committee, Other bodies)	Brief introduction of the affiliated body (Establishment year, Objective/ Main activities)	Role of the affiliated body (Advisory/ Managing/ executive other(s))	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	Are minutes of the meetings available online?
			iv) A representative from local Police Station. - Member v) Representative of NGO in the Village - Member vi) A member of the Self Help Group in the village - Member							

	Name & Address of the affiliated body (Board/Council/Committee/Other bodies)	Types of affiliated body (Board/Council/Committee/Other bodies)	Brief introduction of the affiliated bodyEstablishment year/Objective/Main activities	Role of the affiliated body(Advisory, Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings available to the public? If yes, please provide information about the procedure of obtaining them	
									Are minutes of the meetings available to the public? If yes, please provide information about the procedure of obtaining them		
14) Classification Committee (Special Home)	Committee	2002.	1 To review the profile of newly admitted children. 2 Counseling or advice to the child on the treatment programme proposed by the Child Welfare Officer and the Psychologist.	i) Officer Incharge - Chairperson ii) Child Welfare Officer – Member Secretary iii) Medical Officer – Member iv) Professional Social Worker / Non-Governmental Organisations - Member	Managing	Superintendent of the concerned Children Home	1. Goverment Special Home for Boys, Kakithapattarai, Sathuvachari, Vellore-12 2. Government Special Home for Girls, No.300, Purasawalkam High Road, Kellys, Chennai-600 010.	Once in a month	No	Yes	No

Name & Address of the affiliated body	Types of affiliated body(Board,Council, Committee,Other bodies)	Brief introduction of the affiliated body established year/Objective/Main function(s)	Role of the affiliated body(Advisory,Managing/executive/other)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
	3 Custodial care, housing, individual problem, family contact, institutional adjustment, vocational training, education, social adjustment, recreation, planning of the post release, rehabilitation etc.	v) Head Master - Member vi) Assistant superintendent - Member vii) Psychologist - Member viii) Head of Security Staff - Member viii) One representative from teaching and Vocational Instructors - Member							

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee/Otherbodies)	Brief introduction of the affiliated bodyEstablishment year/Objective/Mainactivities	Role of the affiliated body(Advisory, Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	
15) Classification Committee (Children's Home)	Committee	2002. To review custodial care, housing individual problem, family contact, institutional adjustment, vocational training, education, suggestion of alternation programme, planning of the post release rehabilitation programmes	Managing	i) Officer-in-charge of the institution - Chairperson ii) Child Welfare Officer - Member-Secretary iii) Psychologist - Member iv) Assistant Superintendent - Member v) Head Master/ Senior Teacher - Member	Supt. of Children's Home	1. Government Children's Home for Boys, G.S.T. Road, Chengalpattu – 603 002. Phone No.044- 27424458 2. Government Children's Home for Girls, No.300, Purasawalkam High Road, Chennai - 600 010. Phone No.044 – 26421279 3. Government Children's Home for Boys, Ceylon Government Quarantine Camp, Tattaparai- 628 034. Phone No.0461 – 2261235	As and when required	No	Yes	No

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment/year; Objective/Mainactivities	Role of the affiliated body(Advisory,Managingexecutive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
			vi) Medical Officer - Member vii) Vocational Training Instructor - Member viii) District Advisory Committee Nominee - Member		4. Government Children's Home for Boys, Bombay Trunk Road, Ranipet – 632 402. Phone No.04172 – 272506 5. Government Children's Home for Boys, V.O.C. Nagar, Thanjavur – 613 007. Phone No.04362-237013				<small>Are minutes of the meetingsavailable? If yes please specify or if not information about the procedure to obtain them</small>

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year/Objective/Mainactivities	Role of the affiliated body(Advisory,Managingexecutiveothers)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
			<p>ix) Representatives of local Govt. - Member</p> <p>x) Representative from Non-Governmental Organisation - Member</p> <p>xi) Representative from Public Works Department - Member</p>		<p>6. Government Children's Home for Boys, No.58, Suryanarayana Chetty Street, Royapuram, Chennai - 600 013. Phone No.044-25951450</p> <p>7. Government Children's Home for Boys, Mallipudur – 626 141. Sri Villiputhur Taluk, Virdhunagar District. Phone No.04563 – 2681539</p>				Are minutes of the meetingsprepared? Response provide information about procedure obtain

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment/year/Objective/Mainactivities	Role of the affiliated body(Advisory,Managingexecutivethers)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?	
					<p>8. Government Children's Home for Boys, Chinnar Reservoir Project Area, Panchampalli-636 812, Dharmapuri District. Phone No.04342-237649</p> <p>9. Government Children's Home for Boys, SF -151/2A Kollukattumedu, Nanjai Oothukulli, Lakkapuram P.O., Karur Road, Erode – 638 002. Phone No.0424-2401916</p>					Are minutes of the meetingsprepared?If yesplease provide information about how to obtain them

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee, Otherbodies)	Brief introduction of the affiliated body of establishment year/Objective/Main activities	Role of the affiliated body(Advisory, Managing executive others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	
					<p>10. Government Children's Home for Boys, No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602. Phone No.04146-241702</p> <p>11. Government Children's Home for Boys, 'O' Siruvayal, Karidudi-623 208 Phone No.04565-255628</p>					<p>Are minutes of the meetings available in the public domain? If yes, please provide the URL.</p>

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee, Otherbodies)	Brief introduction of the affiliated bodyEstablishment year/Objective/Mainactivities	Role of the affiliated body(Advisory,Managingexecutive/others)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
16) Complaint Cell	Cell	2002. To review any complaint against the staff or against the child.	Others	i) Superintendent of the Institution - Chairperson ii) Four representatives of staff - Members iii) One member from District Advisory Committee - Member iv) Two Children who represent - Members	Supterintendent of the Institutions	<p>GOVERNMENT OBSERVATION HOMES:</p> <p>1. Government Observation Home for Boys and Girls, No.300, Purasawalkam High Road, Kellys, Chennai – 600 010. Phone No. 044- 2642 2644</p> <p>2. Government Observation Home for Boys and Girls, N.G.O.'B' Colony Bus stop, Melapalayam P.O. Tirunelveli – 627 003. Phone No. 0462- 2352954</p>	Once in a fortnight	No	No

Are minutes of the meetingsavailable to the public? If yes, please provide information about they procedure/ how

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of theaffiliatedbodyEstablishmentyear,Objective/Mainactivities	Role of the affiliated body(Advisory,Managingexecutiveothers)	Structure and Membercomposition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?	Are minutes of the meetings provided to the public? If yes please provide information bouttheprocedur
					<p>3. Government Observation Home for Boys attached to Government Children's Home, V.O.C.Nagar, Thanjavur - 613 007. Phone No. 04362-237013</p> <p>4. Government Observation Home for Boys and Girls, No.34, East Boulevard Road, Tiruchirapalli – 620002. PhoneNo.0431-2702234</p>					

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year: Objective/Main activities	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Membercomposition	Head of the Body	Address of main officeand its branches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?	Are minutes of the meetings available to the public? If yes please provide information about the procedure too
					<p>5. Government Observation Home for Boy and Girls, District Court Compound, Yercaud Road, Hasthampatti, Salem – 636 007. Phone No.0427-2415148</p> <p>6. Government Observation Home for Boys and Girls, Radha Kalyana Mandapam, No.9, Beach Road, Cuddalore-607 001. Phone No. 04142-294422</p>					

Name & Address of the affiliated body	Types of affiliated body (Board, Council, Committee, Other bodies)	Brief introduction of the affiliated bodyEstablishment year, Objective/Main activities	Role of the affiliated body(Advisory, Managing, executive others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings? Are minutes of the meetings prepared?	Are minutes of the meetings available to the public? If yes, please provide information about the procedure etc.
					GOVERNMENT CHILDREN'S HOMES 1. Government Children's Home for Boys, G.S.T. Road, Chengalpattu – 603 002. Phone No.04114 – 224458 2. Government Children's Home for Girls, No.300, Purasawalkam High Road, Chennai - 600 010. Phone No.044 – 26421279 3. Government Children's Home for Boys, Ceylon Government Quarantine Camp, Tattaparai- 628 034. Phone No.0461 – 2261235				

Name & Address of the affiliated body	Types of affiliated body (Board,Council,Committee,Otherbodies)	Brief introduction of the affiliated bodyEstablishment year, Objective/Main activities	Role of the affiliated body(Advisory,Managing/executive/others)	Structure and Member composition	Head of the Body	Address of main officeanditsbranches	Frequency of meetings	Can public participate in themeetings	Are minutes of the meetingsprepared?
					<p>4. Government Children's Home for Boys, Bombay Trunk Road, Ranipet – 632 402. Phone No.04172 – 272506</p> <p>5. Government Children's Home for Boys, V.O.C. Nagar, Thanjavur – 613 007. Phone No.04362-237013</p> <p>6. Government Children's Home for Boys, No.58, Suryanarayana Chetty Street, Royapuram, Chennai - 600 013. Phone No.044- 25951450</p>				

Name & Address of the affiliated body	Types of affiliated body(Board,Council,Committee,Other bodies)	Brief introduction of the affiliated body(Establishment year, Objective/ Main activities)	Role of the affiliated body(Advisory, Managing executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?	Are minutes of the meetings available? (If yes, please provide a scanned copy)
					<p>7. Government Children's Home for Boys, Mallipudur – 626 141. Sri Villiputhur Taluk, Virdhunagar District. Phone No.04563 – 2681539</p> <p>8. Government Children's Home for Boys, Chinnar Reservoir Project Area, Panchampalli-636 812, Dharmapuri District. Phone No.04348-237649</p> <p>9. Government Children's Home for Boys, SF-151/2A Kollukattumedu, Nanjai Oothukulli, Lakkapuram P.O., Karur Road, Erode – 638 002. Phone No.0424-2401916</p>					

Name & Address of the affiliated body	Types of affiliated body (Board/Council/Committee/Other bodies)	Brief introduction of the affiliated body (Establishment year/Objective/Main activities)	Role of the affiliated body (Advisory, Managing executive/others)	Structure and Member composition	Head of the Body	Address of main office and its branches	Frequency of meetings	Can public participate in the meetings	Are minutes of the meetings prepared?
					<p>10. Government Children's Home for Boys, No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602. Phone No.04146-241702</p> <p>11. Government Children's Home for Boys, 'O' Siruvayal, Karaikudi- 623 208 Phone No.04565-255628</p> <p><u>GOVERNMENT SPECIAL HOME</u></p> <p>1. Government Special Home for Boys, Kakithapattarai, Sathuvachari, Vellore-12. Phone No. 0416-2228174</p>				

CHAPTER – VIII

The Names, Designations and other particulars of the Public Information Officers:-

8.1 Name of the Public Authority : Department of Social Defence

Assistant Public Information Officers:

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
1	Department of Social Defence	Personal Assistant to the Director	044	26426421		26612989	dsd@tn.nic.in	Directorate of Social Defence #300, Purasawalkam High Road, Kellys, Chennai – 600 010.
2	Chennai	Women Welfare Officer, Government Children's Home for Girls, Chennai-10	044	26421279	--	--	--	Government Children's Home for Girls, #300, Purasawalkam High Road, Kellys, Chennai – 600 010.
3	Coimbatore & Nilgiris	Assistant, Government Protective Home, Coimbatore.	0422	2330588	--	--	--	No.315.A,Kannusamy Goundar Street, Sanganur, Rathinapuri (P), Coimbatore – 641 027.
4	Cuddalore	Assistant,Government Observation Home, Cuddalore	04142	294422	--	--	--	Radha Kalyana Mandapam, No.9, Beach Road, Cuddalore-607 001.
5	Dharmapuri & Krishnagiri	Manager, Government Children's Home for Boys, Panchapalli	04348	237649	--	--	--	Government Children's Home for Boys, Chinnar Reservoir Project Area, Panchampalli-636 812, Dharmapuri District.

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
6	Erode & Karur	Assistant, Government Children's Home for Boys, Erode	0424	2401916	--	--	--	Government Children's Home for Boys, SF-151/2A Kollukattumedu, Nanjai Oothukulli, Lakkapuram P.O., Karur Road, Erode – 638 002.
7	Kancheepuram & Thiruvallur	Manager, Government Children's Home for Boys, Chengalpattu	044	27424458	--	--	--	Government Children's Home for Boys, G.S.T. Road, Chengalpattu – 603 002.
8	Madurai & Dindigul	Superintendent, Government After Care Organisation, Madurai	0452	2520 771	--	--	--	Government After Care Organisation, No.1-12/E2 Road, P.T.Rajan Road, Madurai - 625 002.
9	Salem & Namakkal	Assistant, Government Observation Home, Salem	0427	2415148	--	--	--	Government Observation Home, District Court Compound, Yercaud Main Road, Hasthampatti, Salem-7.
10	Sivagangai & Ramanathapuram	Assistant, Government Children's Home for Boys, Karaikudi	04565	255628	--	--	--	Government Children's Home for Boys, "O' Siruvayal, Karaikudi-623208.
11	Thanjavur, Tiruvarur & Nagapattinam	Manager, Government Children's Home for Boys, Thanjavur	04362	237013	--	--	--	Government Children's Home for Boys, V.O.C. Nagar, Thanjavur – 613 007.
12	Tuticorin	Manager, Government Children's Home for Boys, Tattaparai	0461	2261235	--	--	--	Government Children's Home for Boys, Ceylon Government Quarantine Camp, Tattaparai- 628 034.

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
13	Tiruchirapalli, Perambalur & Pudukkottai	Assistant, Government Protective Home, Tiruchirapalli	0431	2420617	--	--	--	Government Protective Home No.1, Race Course Road, (Near EVR College) Kajamalai, Tiruchirapalli – 620 020.
14	Tirunelveli & Kanniyakumari	Assistant, Government Observation Home, Tirunelveli	0462	2352954	--	--	--	Government Observation Home, N.G.O. 'B' Colony Bus Stop, Melapalayam P.O. Tirunelveli – 627 003.
15	Vellore & Thiruvannamalai	Superintendent, Government Special Home for Boys, Vellore	0416	2228174	--	--	--	Government Special Home for Boys, Kakithapattarai, Sathuvachari, Vellore-12.
16	Villupuram	Manager, Government Children's Home for Boys, Villupuram	04146	241702	--	--	--	Government Children's Home for Boys, No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602.
17	Virudhunagar & Theni	Manager, Government Children's Home for Boys, Mallipudur	04563	2681539	--	--	--	Government Children's Home for Boys, Mallipudur – 626 141. Sri Villiputhur Taluk, Virudhunagar District.

Public Information Officers:-

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
1	Department of Social Defence	Programme Development and Monitoring Evalution Officer, (Admin), Commissionerate, Chennai-10	044	26427022 / 26426421	--	26612989	dsd@tn.nic.in	Directorate of Social Defence #300, Purasawalkam High Road, Kellys, Chennai – 600 010.
2	Chennai	Superintendent, Government Observation Home, Chennai-10	044	26422644	--	--	--	Government Observation Home for Boys and Girls, #300, Purasawalkam High Road, Kellys, Chennai – 600 010.
3	Coimbatore & Nilgiris	Probation Officer, Government Protective Home, Coimbatore	0422	2330588	--	--	--	No.315.A,Kannusamy Goundar Street, Sanganur, Rathinapuri (P), Coimbatore – 641 027.
4	Cuddalore	Probation Officer, Government Children's Home for Boys, Villupuram	04146	241702	--	--	--	Government Children's Home for Boys, No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602.
5	Dharmapuri & Krishnagiri	Assistant -- Superintendent, Government Children's Home for Boys, Panchapalli	04348	237649	--	--	--	Government Children's Home for Boys, Chinnar Reservoir Project Area, Panchampalli-636 812, Dharmapuri District.
6	Erode & Karur	Probation Officer, Government Children's Home for Boys, Erode	0424	2401916	--	--	--	Government Children's Home for Boys, SF-151/2A Kollukattumedu, Nanjai Oothukulli, Lakkapuram P.O., Karur Road, Erode – 638 002.

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
7	Kancheepuram & Thiruvallur	Superintendent, Government After Care Organisation, Athur, Chengalpattu	044	27433903	--	--	--	Government After Care Organisation, Athur, Chengalpet-603 101.
8	Madurai & Dindigul	Superintendent, Government Vigilance Home, Madurai	0452	2531934	--	--	--	Government Vigilance Home, No.20.Besant Road, Chokkikulam, Madurai - 625 002.
9	Salem & Namakkal	Probation Officer, Government Observation Home, Salem	0427	2415148	--	--	--	Government Observation Home for Boy and Girls, District Court Compound, Yercaud Road, Hasthampatti, Salem – 636 007.
10	Sivagangai & Ramanathapuram	Probation Officer, Government Children's Home for Boys, Karaikudi	04565	255628	--	--	--	Government Children's Home for Boys, "O' Siruvayal Karaikudi-623208
11	Thanjavur, Tiruvarur & Nagapattinam	Assistant -- Superintendent, Government Children's Home for Boys, Thanjavur	04362	237013	--	--	--	Government Children's Home for Boys, V.O.C. Nagar, Thanjavur – 613 007.
12	Tuticorin	Assistant -- Superintendent, Government Children's Home for Boys, Tattaparai	0461	2261235	--	--	--	Government Children's Home for Boys, Ceylon Government Quarantine Camp, Tattaparai- 628 034.
13	Tiruchirapalli, Perambalur & Pudukkottai	Probation Officer, Government Observation Home, Tiruchirapalli	0431	2702234	--	--	--	Government Observation Home for Boys and Girls, No.34, East Boulevard Road, Tiruchirapalli – 620 002.

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
14	Tirunelveli & Kannyakumari	Probation Officer, Government Observation Home, Tirunelveli	0462	2352954	--	--	--	Government Observation Home, N.G.O. 'B' Colony Bus Stop, Melapalayam P.O. Tirunelveli – 627 003.
15	Vellore & Thiruvannamalai	Superintendent, Government After Care Organisation, Vellore	0416	2222812	--	--	--	Government After Care Organisation for Women 'Sun Shine' Officers Line, Vellore - 632 001
16	Villupuram	Assistant Superintendent, Government Children's Home for Boys, Villupuram	04146	241702	--	--	--	Government Children's Home for Boys, No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602.
17	Virudhunagar & Theni	Assistant Superintendent, Government Children's Home for Boys, Mallipudur	04563	2681539	--	--	--	Government Children's Home for Boys, Mallipudur – 626 141. Sri Villiputhur Taluk, Virudhunagar District.

Department Appellate Authority:-

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
1	Department of Social Defence	Director of Social Defence	044	26425082		26612989	dsd@tn.nic.in	Directorate of Social Defence #300, Purasawalkam High Road, Kellys, Chennai – 600 010.
2	Chennai	Superintendent, Government Children's Home for Boys, Royapuram, Chennai-13	044	25951450	--	--	--	Government Children's Home for Boys, No.58, Suryanarayana Chetty Street, Royapuram, Chennai 600 013.
3	Coimbatore & Nilgiris	Superintendent, Government Protective Home, Coimbatore	0422	2330588	--	--	--	No.315.A,Kannusamy Goundar Street, Sanganur, Rathinapuri (P), Coimbatore – 641 027.
4	Cuddalore	Superintendent, Government Observation Home for Boys and Girls, Cuddalore	04142	294422	--	--	--	Government Observation Home for Boys and Girls, Radha Kalyana Mandapam, No.9, Beach Road, Cuddalore-607 001.
5	Dharmapuri & Krishnagiri	Superintendent, Government Children's Home for Boys, Panchapalli	04348	237649	--	--	--	Government Children's Home for Boys, Chinnar Reservoir Project Area, Panchampalli-636 812, Dharmapuri District.
6	Erode & Karur	Superintendent, Government Children's Home for Boys, Erode	0424	2401916	--	--	--	Government Children's Home for Boys, SF-151/2A Kollukattumedu, Nanjai Oothukulli, Lakkapuram P.O., Karur Road, Erode – 638 002.

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
7	Kancheepuram & Thiruvallur	Superintendent, Government Children's Home for Boys, Chengalpattu	044	27424458	--	--	--	Government Children's Home for Boys, G.S.T. Road, Chengalpattu – 603 002.
8	Madurai & Dindigul	Deputy Director, Regional Office, Madurai	0452	2529314	--	--	--	No.5, 2 nd Floor, "D" Block, Baskar Complex, Besant Road, Chokkikulam, Madurai – 625 002.
9	Salem & Namakkal	Superintendent, Government Observation Home, Salem	0427	2415148	--	--	--	Government Observation Home for Boy and Girls, District Court Compound, Yercaud Road, Hasthampatti, Salem – 636 007.
10	Sivagangai & Ramanathapuram	Superintendent, Government Children's Home for Boys, Karaikudi	04565	255628	--	--	--	Government Children's Home for Boys, "O" Siruvayal, Karaikudi-623 208.
11	Thanjavur, Tiruvarur & Nagapattinam	Superintendent, Government Children's Home for Boys, Thanjavur	04362	237013	--	--	--	Government Children's Home for Boys, V.O.C. Nagar, Thanjavur – 613 007.
12	Tuticorin	Superintendent, Government Children's Home for Boys, Tattaparai	0461	2261235	--	--	--	Government Children's Home for Boys, Ceylon Government Quarantine Camp, Tattaparai- 628 034.
13	Tiruchirapalli, Perambalur & Pudukkottai	Superintendent, Government Protective Home, Tiruchirapalli	0431	2420617	--	--	--	Government Protective Home No.1, Race Course Road, (Near EVR College) Kajamalai, Tiruchirapalli – 620 020.

Sl. No.	District	Designation	STD Code	Ph. No Office	Home	Fax	Email	Address
14	Tirunelveli & Kannyakumari	Superintendent, Government Observation Home, Tirunelveli	0462	2352954	--	--	--	Government Observation Home, N.G.O. 'B' Colony Bus Stop, Melapalayam P.O. Tirunelveli – 627 003.
15	Vellore & Thiruvannamalai	Superintendent, Government Children's Home for Boys, Ranipet	04172	272506	--	--	--	Government Children's Home for Boys, Bombay Trunk Road, Ranipet – 632 402.
16	Villupuram	Superintendent, Government Children's Home for Boys, Villupuram	04146	241702	--	--	--	Government Children's Home for Boys, No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602.
17	Virudhunagar & Theni	Superintendent, Government Children's Home for Boys, Mallipudur	04563	2681539	--	--	--	Government Children's Home for Boys, Mallipudur – 626 141. Sri Villiputhur Taluk, Virdhunagar District.



CHAPTER – IX

Procedure followed in decision making process:-

- 9.1** What is the procedure followed to take a decision for various matters? : The procedures and guidelines prescribed in the following documents are followed:-
Tamil Nadu Government Office Manual, Rules, Regulations, Guidelines and Orders from the Government. (Fundamental Rules, Financial Code, Budget Manual, Treasury Code, Government Servant Conduct Rules, Pension Rules, Manual of Special Pay & Allowances, Juvenile Justice (Care and Protection of Children) Act, 2000, Tamil Nadu Juvenile Justice (Care and Protection of Children) Rules, 2001, Immoral Traffic (Prevention) Act, 1956, Immoral Traffic (Prevention) Rules, 1958 etc.,
- 9.2** What are the documented procedures / laid down procedures / Defined Criteria / Rules to arrive at a particular decision for important matters? What are different levels through which a decision process moves? : Through Act, Rules, Regulations and Guidelines.
Head of the Institution, Deputy Director, Regional Office, Madurai / Deputy Director (Administration), Commissionerate, Chennai / Programme Development Monitoring and Evaluation Officer, Commissioner.
- 9.3** What are the arrangements to communicate the decision to the public? : If the matters relate to the public, the decision is intimated to the persons concerned through letters.
- 9.4** Who are the officers at various levels whose opinions are sought for the process of decision making? : Head of the institution, Deputy Director, Regional Office, Madurai / Deputy Director (Administration) / Programme Development Monitoring and Evaluation Officer.
- 9.5** Who is the final authority that wets the decision? : Commissioner of Social Defence in respect of the Department as a whole; Deputy Director / Head of the Institution within their powers and jurisdictions.

9.6	Information for the : important matters on which the decision is taken by the public authority?	1. Subject on which the decision is to be taken.	In all matters
		2. Guideline / Act, Rules, Regulations, Direction, if any.	Guideline, Government Orders etc.,
		3. Process of Execution	Through files and Communicated through letters.
		4. Designation of the officers involved in decision making	Head of institution, Deputy Directors and Commissioner
		5. Contact information of above mentioned officers	Given on Page No.129 to 133 herein
		6. If not satisfied by the decision, where and how to appeal	Government / Commissioner of Social Defence, by way of appeal petition.

Addresses of the Director / Deputy Director / Heads of Institutions

1.	Director Directorate of Social Defence	No. 300, Purasawalk High Road, Kellys, Chennai-600 010. Phone No. 044 - 26425082
2.	Deputy Director Regional Office, Madurai	No.5, 2 nd Floor, "D" Block, Besant Road, Baskar Complex, Chinna Chokhikulam, Madurai – 625 002. Phone No. 0452 - 2650 314.
3.	Superintendent, Government Observation Home for Boys and Girls,	No.300, Purasawalkam High Road, Kellys, Chennai – 600 010. Phone No. 044- 2642 2644
4.	Superintendent, Government Observation Home for Boys and Girls,	N.G.O.'B' Colony Bus stop, Melapalayam P.O. Tirunelveli – 627 003. Phone No. 0462-2352954
5.	Superintendent, Government Observation Home for Boys attached to Government Children's Home,	V.O.C.Nagar, Thanjavur - 613 007. Phone No. 04362-237013
6.	Superintendent, Government Observation Home for Boys and Girls,	No.34, East Boulevard Road, Tiruchirapalli – 620 002. Phone No.0431-2702234

7.	Superintendent, Government Observation Home for Boys and Girls,	District Court Compound,Yercaud Road, Hasthampatti, Salem – 636 007. Phone No.0427-2415148
8.	Superintendent, Government Observation Home for Boys and Girls,	Radha Kalyana Mandapam, No.9, Beach Road, Cuddalore-607 001. Phone No. 04142-294422
9.	Superintendent, Government Children's Home for Boys,	G.S.T. Road, Chengalpattu – 603 002. Phone No.044-27424458
10.	Superintendent, Government Children's Home for Girls,	No.300, Purasawalkam High Road, Chennai - 600 010. Phone No.044 – 26421279
11.	Superintendent, Government Children's Home for Boys,	Ceylon Government Quarantine Camp, Tattaparai- 628 034. Phone No.0461 – 2261235
12.	Superintendent, Government Children's Home for Boys,	Bombay Trunk Road, Ranipet – 632 402. Phone No.04172 – 272506
13.	Superintendent, Government Children's Home for Boys,	V.O.C. Nagar, Thanjavur – 613 007. Phone No.04362-237013

14.	Superintendent, Government Children's Home for Boys,	No.58, Suryanarayana Chetty Street, Royapuram, Chennai - 600 013. Phone No.044-25951450
15.	Superintendent, Government Children's Home for Boys,	Mallipudur – 626 141. Sri Villiputhur Taluk, Virdhunagar District. Phone No.04563 – 2681539
16.	Superintendent, Government Children's Home for Boys,	Chinnar Reservoir Project Area, Panchappalli-636 812, Dharmapuri District. Phone No.04348-237649
17.	Superintendent, Government Children's Home for Boys,	SF-151/2A Kollukattumedu, Nanjai Oothukulli, Lakkapuram P.O., Karur Road, Erode – 638 002. Phone No.0424-2401916
18.	Superintendent, Government Children's Home for Boys,	No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602. Phone No.04146-241702
19.	Superintendent, Government Children's Home for Boys,	'O' Siruvayal, Karaikudi - 623 208 Phone No.04565-255628

20.	Superintendent, Government Special Home for Boys,	Arcot Road, Kakithapattarai, Sathuvachari, Vellore-12. Phone No. 0416-228174
21	Government Special Home for Girls,	No.300, Purasawalkam High Road, Kellys, Chennai-600 010. Phone No.044-2642 1279
22.	Superintendent, Government After Care Organisation,	Athur, Chengalpet – 603 101. Phone No.044-27433903
23.	Superintendent, Government After Care Organisation,	No.1-12/E2 Road, P.T.Rajan Road, Madurai - 625 002. Phone No.0452-2520 771
24.	Superintendent, Government After Care Organisation for Women	“Sunshine” Officers Line Vellore - 632 001. Phone No.: 0416-2222812
25.	Superintendent, Government Garments and Holdall Making Unit	Officers Line Vellore - 632 001. Phone No.: 0416-2222812
26.	Superintendent, Government Vigilance Home	No.16, Rosary Church Road, Mylapore, Chennai – 600 004. PhoneNo.044-24641224
27.	Superintendent, Government Protective Home	District Court Compound, Hasthampatti, Yercaud Main Road, Salem-636007. Phone No.0427-2415148

28.	Superintendent, Government Protective Home,	No.315.A,Kannusamy Goundar Street, Sanganur, Rathinapuri (P), Coimbatore – 641 025. Phone No.0422-2330588
29.	Superintendent, Government Protective Home	No.1, Race Course Road, (Near EVR College) Kajamalai, Tiruchirapalli – 620 020. Phone No.0431-2420617
30.	Superintendent, Government Vigilance Home,	No.20.Besant Road, Chokkikulam, Madurai - 625 002. Phone No.0452-2531934

CHAPTER – X

Directory of Officers and Employees:-

10.1 Information of Officers District wise

Sl. No.	Name	Designation	S.T.D Code	Phone No.		Fax	E-mail	Address
				Office	Home			
1.		Director of Social Defence	044	26425082	26449634	26612989	dsd@tn.nic.in	Office of the Director of Social Defence, #300, Purasawalkam High Road, Kellys, Chennai-600 010.
2.		Programme Development Monitoring and Evaluation Officer	044	26426421/ 26427022		26612989	dsd@tn.nic.in	Office of the Director of Social Defence, #300, Purasawalkam High Road, Kellys, Chennai-600 010.
3.		Personal Assistant to the Commissioner (I/c),	044	26426421/ 26427022		26612989	dsd@tn.nic.in	Office of the Director of Social Defence, #300, Purasawalkam High Road, Kellys, Chennai-600 010.

Sl. No.	Name	Designation	S.T.D Code	Phone No.		Fax	E-mail	Address
				Office	Home			
4.		Assistant Director (Vocational Programme) of Social Defence	044	26426421/ 26427022		26612989	dsd@tn.nic.in	Office of the Director of Social Defence, #300, Purasawalkam High Road, Kellys, Chennai-600 010.
5.		Accounts Officer	044	26426421/ 26427022		26612989	dsd@tn.nic.in	Office of the Director of Social Defence, #300, Purasawalkam High Road, Kellys, Chennai-600 010.
6.		Field Officer	044	26426421/ 26427022		26612989	dsd@tn.nic.in	Office of the Director of Social Defence, #300, Purasawalkam High Road, Kellys, Chennai-600 010.
7.		Field Officer	044	26426421/ 26427022		26612989	dsd@tn.nic.in	Office of the Director of Social Defence, #300, Purasawalkam High Road, Kellys, Chennai-600 010.

Sl. No.	Name	Designation	S.T.D Code	Phone No.		Fax	E- mail	Address
				Office	Home			
8.		Deputy Director, Regional Office, Madurai	0452	2529314		2526424		Regional Office of Social Defence Department, No.5, 2 nd Floor, "D" Block, Baskar Complex, Chokkikulam, Besant Road, Madurai – 625 002.
9.		Superintendent(i/c)	044	25951450				Government Children's Home for Boys, No.58, Suryanaraya Chetty Street, Royapuram – Chennai – 600 013.
10.		Superintendent, (i/c)	04362	237013				Government Children's Home for Boys V.O.C. Nagar, Membalam, Thanjavur – 613007.
11.		Superintendent I/c	04563	281539				Government Children's Home, Mallipudur-626141 Sri Villiputhur Taluk Virudhunagar District.
12.		Superintendent	044	27424458				Government Children's Home for Boys, GST Road, Chengalpattu-603002.
13.		Superintendent(i/c)	044	26421279				Government Children's Home for Girls, No.153, Purasawalkam High Road, Kellys, Chennai - 600 010.
14.		Superintendent (I/c),	04348	237649				Government Children's Home for Boys, Chinnar Reservoir Project Area, Panchampalli–636 812 Dharmapuri District.
15.		Superintendent	04146	241702				Government Children's Home for Boys, No-1, Shanmuga Peruman Road, Kilperumbakkam, Villupuram – 605 602.

Sl. No.	Name	Designation	S.T.D Code	Phone No.		Fax	E- mail	Address
				Office	Home			
16.		Superintendent (I/c),	04172	272506				Government Children's Home for Boys, Bombay Trunk Road, Ranipet – 632 402.
17.		Superintendent (I/c),	0461	2261235				Government Children's Home for Boys, Ceylon Government Quarantine Camp, Tattaparai- 628 034. Tuticorin District.
18.		Superintendent	0416	2222812				Government Garments and Holdall Making and Training Unit, Officer Line, "Sunshine", Vellore-632001.
19.		Superintendent (I/c)	044	24641224				Government Vigilance Home & Strisadana No.16, Rosary Church Road, Mylapore, Chennai – 600 004.
20.		Superintendent	044	27433903				Government After Care Organisation for Boys, Athur, Chengalpet –603 101.
21.		Superintendent	0452	2520771				Government After Care Organisation for Boys, No.1-12 /E2 Road, P.T.Rajan Salai, Goripalayam Madurai – 625002.

Sl. No.	Name	Designation	S.T.D Code	Phone No.		Fax	E- mail	Address
				Office	Home			
22.		Superintendent	0416	2222812				Government After Care Organisation for Women, 'Sun Shine' Officers Line, Vellore - 632 001.
23.		Superintendent	0431	2420617				Government Protective Home No.1, Race Course Road, (Near EVR College) Kajamalai, Tiruchirapalli – 620 020.
24.		Superintendent	0452	2531934				Government Vigilance Home, No.20, Besant Road, Chokkikulam, Madurai - 625 002.
25.		Superintendent(i/c)	0427	2415148				Government Protective Home District Court Compound, Hasthampatti, Yercaud Main Road, Salem-636007.
26.		Superintendent (I/c)	0422	2330588				Government Protective Home, No.315/A,Kannusamy Goundar Street, Sanganur, Rathinapuri (P), Coimbatore – 641 025.
27.		Superintendent(i/c)	0416	2228174				Government Special Home for Boys, Kakithapattarai, Saidapet Post, Vellore - 632 012.
28.		Superintendent	04565	255628				Government Children's Home for Boys, 'O' Siruvayal, Karaikudi - 605 602.

Sl. No.	Name	Designation	S.T.D Code	Phone No.		Fax	E- mail	Address
				Office	Home			
29.		Superintendent(i/c)	0424	240916				Government Children's Home for Boys, Kollu Kattumedu, Lakkapuram Post, Karur Road, Erode – 638002.
30.		Superintendent	0462	2352954				Government Observation Home for Boys and Girls, N.G.O. 'B' Colony Bus Stop, Melapalayam P.O. Tirunelveli – 627 003.
31.		Superintendent	0431	2702234				Government Observation Home for Boys and Girls, No.34, East Boulevard Road, Tiruchirapalli – 620 002.
32.		Superintendent	0427	2415148				Government Observation Home for Boy and Girls, District Court Compound, Yercaud Road, Hasthampatti, Salem – 636 007.
33.		Superintendent(i/c)	04142	294422				Government Observation Home for Boys and Girls, Radha Kalyana Mandapam, No.9, Beach Road, Cuddalore-607 001.
34.		Superintendent(i/c)	044	26422644				Government Observation Home for Boys and Girls, No.300, Purasawalkam High Road, Kellys, Chennai – 600 010.

CHAPTER – XI

11.1 The Monthly remuneration received by each of the officers and employees including the system of compensation as provided in regulations:-

S. No.	Designation	Po st	Scale of Pay		
			PB	Scale of Pay Rs.	Gr.Pay Rs.
1.	Director	1	3	15600-39100	7600
2.	Joint Director	1	3	15600-39100	7600
3.	Deputy Director (Administration)	1	3	15600-39100	6600
4.	Deputy Director (Madurai)	1	3	15600-39100	6600
5.	Programme Development Monitoring & Evaluation Officer	1	3	15600-39100	6600
6.	Personal Assistant to the Director	1	3	15600-39100	5400
7.	Assistant Director (Vocational Programme)	1	3	15600-39100	5400
8.	Accounts Officer	1	3	15600-39100	5400
9.	Juvenile Home Superintendent	9	3	15600-39100	5400
10.	Medical Officer (Full time)	7	3	15600-39100	5400
11.	Psychologist	3	3	15600-39100	5400
12.	Superintendent (Vigilance Home)	1	3	15600-39100	5400
13.	Superintendent (Holdall Unit)	1	3	15600-39100	5400
14.	Field Officer	2	2	9300-34800	4700
15.	Deputy Superintendent	1	2	9300-34800	4900
16.	Head Master (High School)	2	2	9300-34800	4900
17.	Superintendent (Observation Home)	8	2	9300-34800	4900
18.	Superintendent (After Care Organisation)	3	2	9300-34800	4900
19.	Superintendent (Protective Home)	4	2	9300-34800	4900
20.	Probation Officer	18	2	9300-34800	4500

S. No.	Designation	P o st	Scale of Pay		
			PB	Scale of Pay Rs.	Gr.Pay Rs.
21.	Case Worker	2	2	9300-34800	4500
22.	Head Master (Elementary School)	10	2	9300-34800	4500
23.	Office Manager / Chief Store Keeper / Office Superintendent	18	2	9300-34800	4450
24.	Assistant Superintendent	11	2	9300-34800	4400
25.	B.T. Assistant	7	2	9300-34800	4400
26.	Tamil Pandit	10	2	9300-34800	4400
27.	Leather Stitching Instructor	1	2	9300-34800	4400
28.	Technical Assistant	2	2	9300-34800	4400
29.	Women Welfare Officer	2	2	9300-34800	4300
30.	Foreman	2	2	9300-34800	4300
31.	Charge Man-cum-Laundry Mechanic	1	2	9300-34800	4200
32.	Power Loom Instructor	1	2	9300-34800	4200
33.	Binding Instructor Grade I	3	2	9300-34800	4200
34.	Welding Instructor Grade I	1	2	9300-34800	4200
35.	Tailoring Instructor Grade I	7	2	9300-34800	4200
36.	House Master	44	1	5200-20200	2800
37.	Secondary Grade Teacher	88	1	5200-20200	2800
38.	Soap Chemist	1	1	5200-20200	2800
39.	Metal Work Instructor	1	1	5200-20200	2800
40.	Carpentry Instructor	4	1	5200-20200	2800
41.	Tailoring Instructor Grade – II	18	1	5200-20200	2800
42.	Band Master	8	1	5200-20200	2800
43.	Weaving Instructor Grade-I	7	1	5200-20200	2800
44.	Tailoring and Embroidery Instructor	1	1	5200-20200	2800
45.	Music Instructress	2	1	5200-20200	2800
46.	Mat Weaving Instructor	16	1	5200-20200	2800
47.	Home Science Assistant	1	1	5200-20200	2800

S. No.	Designation	P o st	Scale of Pay		
			PB	Scale of Pay Rs.	Gr.Pay Rs.
48.	Drawing Master	10	1	5200-20200	2800
49.	Physical Education Teacher	13	1	5200-20200	2800
50.	Power Loom Instructor Grade – II	1	1	5200-20200	2800
51.	Mason Instructor	5	1	5200-20200	2800
52.	Master Cutter	1	1	5200-20200	2800
53.	Holdall Cutter	1	2	9300-34800	4200
54.	Pharmacist	10	1	5200-20200	2800
55.	Binding Instructor Grade II	2	1	5200-20200	2800
56.	Assistant	66	1	5200-20200	2400
57.	Agricultural Instructor	5	1	5200-20200	2400
58.	Weaving Instructor Grade-II	1	1	5200-20200	2400
59.	Boiler Attendant	1	1	5200-20200	2400
60.	Assistant Cutter	1	1	5200-20200	1900
61.	Supervisor	1	1	5200-20200	2400
62.	Junior Assistant	32	1	5200-20200	2000
63.	Typist	21	1	5200-20200	2000
64.	Chief Guard	7	1	5200-20200	1900
65.	Driver	5	1	5200-20200	2000
66.	Wireman	6	1	5200-20200	1900
67.	Workshop Assistant (Carpentry)	4	1	5200-20200	1900
68.	Workshop Assistant (Welding)	1	1	5200-20200	1900
69.	Warden Grade – I	2	1	5200-20200	1900
70.	Warder – Grade – II	9	1	5200-20200	1800
71.	Gateman	27	1	5200-20200	1800
72.	Senior Reception Home Assistant	1	1	5200-20200	1800
73.	Matron Grade - I	13	1	5200-20200	1800
74.	Record Clerk	29	1	4800-10000	1400

S. No.	Designation	P o st	Scale of Pay		
			PB	Scale of Pay Rs.	Gr.Pay Rs.
75.	Sales Attendant	1	1	4800-10000	1650
76.	Matron Grade - II	28	1	4800-10000	1650
77.	Book Binding Attender	1	1	4800-10000	1400
78.	Guard/Junior Reception Home Assistant	45	1	4800-10000	1400
79.	Head Gardner	1	1	4800-10000	1400
80.	Cook	60	1	4800-10000	1400
81.	Office Assistant	58	1A	4800-10000	1300
82.	Male Nursing Assistant	20	1A	4800-10000	1300
83.	Hair Dresser	5	1A	4800-10000	1300
84.	Washer Man	4	1A	4800-10000	1300
85.	Gate Keeper	2	1A	4800-10000	1300
86.	Gardener	22	1A	4800-10000	1300
87.	Women Servant	1	1A	4800-10000	1300
88.	Sanitary Worker	52	1A	4800-10000	1300
89.	Watchman	90	1A	4800-10000	1300
90.	Matron Grade - III	7	1A	4800-10000	1300
91.	Women Guard	1	1A	4800-10000	1300
92.	Ayah	2	1A	4800-10000	1300
93.	Attendant	2	1A	4800-10000	1300

CHAPTER – XII

The Budget allocated to each agency :

**12.1 For Public Authorities responsible for
Developmental, construction, technical : Not Applicable
Works**

For other public authority

ABSTRACT

S. No.	Head of Account	2010-11 Sanctioned Budget (Rs.in lakhs)	Amount released/disburs ed (no. of instalments) (Rs.in lakhs)
1	NON-PLAN	1771.79	-
2	STATE PLAN	18.43	-
3	CENTRALLY SPONSORED SCHEMES	0.02	-
4	SCHEMES SHARED BETWEEN STATE AND CENTRE	203.60	-
	ABSTRACT – TOTAL	1993.84	-

I NON-PLAN

S.No.	Head of Account	2010-11 Budget Estimate (Rs.in lakhs)	Amount released/ disbursed (no. of instalments) (Rs.in lakhs)
	CN-Buildings- Directorate of Social Defence.	125.00	-
I NON-PLAN			
1	AH-Directorate of Social Defence	3.05	-
2	AC-Directorate of Correctional Administration	146.04	-
3	AD-Approved Schools	1225.15	-
4	AE-Juvenile Guidance Bureau	15.47	-

S.No.	Head of Account	2010-11 Budget Estimate (Rs.in lakhs)	Amount released/disbursed (no. of instalments) (Rs.in lakhs)
5	AF-After Care Home for Women	27.05	-
6	AG-After Care Home for Boys	45.39	-
7	AH-Vigilance Institutions	220.72	-
8	AI-Industrial units attached to the After Care Home for Women, Vellore	23.98	-
9	AL-Strengthening of Vocational Training	34.98	-
10	AM-Power laundry in Government Vigilance Home and Shri Sadhana, Chennai	2.02	-
11	AZ-Training of Juvenile delinquents discharged from approved schools in Industrial Training Institute	0.92	-
12	BA-Missing Child Bureau	0.26	-
13	BB-Strengthening of Guidance Bureaus and Counselling Centres	0.01	-
14	BC-Strengthening of the Juvenile Justice System by establishing Juvenile Welfare Boards and Observation Homes under Non-Governmental Organisation	26.74	-
15	Contribution to TN Social Defence Fund for Women and Children	0.01	-
Non-Plan Total		1771.79	-

II STATE PLAN

(Rupees in lakhs)

S.No.	Head of Account	2010-11 Sanctioned Budget (Rs.in lakhs)	Amount released/ disbursed (no. of instalments) (Rs.in lakhs)
	II STATE PLAN		
1	JT-State Level Programme Development and Monitoring Cell with UNICEF assistance	18.35	-
2	JU-Government After Care Home for Boys	0.01	-
3	JY-Assistance to half way homes to girl children	0.01	-
4	JZ-Setting up of Cell for Prevention of Trafficking and Combating Commercial Sexual Exploitation of Women and Children	0.05	-
5	KA-Government After Care Home for Women	0.01	-
	II STATE PLAN TOTAL	18.43	

III CENTRALLY SPONSORED SCHEMES

(Rupees in Lakhs)

S.No.	Head of Account	Sanctioned Budget (2010-11)	Amount released / disbursed (no. of instalments)
1	SA-Social Defence-Swadhar Scheme-Implementation	0.01	-
2	SE-Social Defence-Swadhar Scheme-Implementation	0.01	-
III CENTRALLY SPONSORED SCHEMES Total		0.02	-

VI SCHEMES SHARED BETWEEN STATE & CENTRE

S.No.	Head of Account	2009-10 Sanctioned Budget (Rupees in lakhs)	Amount released / disbursed (no. of instalments) (Rupees in lakhs)
1	UC-Scheme of Prevention and Control Juvenile Social Mal Adjustment	173.45	-
2	UD-Programme on Upgradation/Creation of facilities for development of Child Institution	0.09	-
3	UE-Formation of Juvenile Justice Board under Juvenile Justice (Care and Protection of Children) Amendment Act, 2006	30.06	-
VI SCHEMES SHARED BETWEEN STATE AND CENTRE		203.60	-

CHAPTER – XIII

13.1 The Manner of execution of subsidy programmes

No subsidy programme is implemented by this Department.

CHAPTER – XIV

Particulars of receipts of concessions permits or authorization granted by it:-

14.1 Name of the Programme

Type (Concession / Permits / Authorization)

Objective

Targets set (For the last year) Eligibility

Criteria for the eligibility

Pre-requisites

Procedure to avail the benefits

Time limit for the Concession / Permits / Authorization

Application fee (where applicable)

Application format (where applicable)

List of attachments (Certificates / Documents)

Format of Attachments

Nil

CHAPTER – XV

Norms set by it for discharge of its functions:-

15.1 Details of norms / standards set by the Department for execution of various activities / programmes

As per Act, Rules, Government Orders and Guidelines under various schemes.

CHAPTER – XVI

Information available in an Electronic Form:-

- 16.1 The details of the information related to the various schemes which are available in the electronic format**

Information on all schemes being implemented by the Department is available on the website www.tn.nic.in/socialdefence

CHAPTER – XVII

Particulars of the facilities available to citizens for obtaining information:-

- 17.1** Means, Methods or facilities available to the public which are adopted by the Department for dissemination of information.
- (1) Exhibition
 - (2) Notice Board
 - (3) System of issuing of copies of documents which are not confidential
 - (4) Website of the public authority www.tn.nic.in/socialdefence
 - (5) Posters
 - (6) Banners
 - (7) Hand Bills
 - (8) Stickers
 - (9) Press Release
 - (10) Oral Communication

CHAPTER – XVIII

Other Useful Information:-

18.1 Frequently Asked Questions and their Answers by Public:

QUESTION	ANSWER
a) How to apply for schemes	: As per guidelines of the scheme (Details in website www.tn.nic.in/socialdefence
b) Details about missing children	: The photo of the Missing Child is hosted in website of the Missing Child Bureau <u>www.tn.nic.in/socialdefence</u>
c) How to admit children in need of care and protection in institutions	: Apply to the concerned Child Welfare Committee or contact the concerned Probation Officer.

18.2 Related to seeking information

Application Form (a copy of filled applicationform for reference	: No prescribed application format.
Fee	: Nil
How to write a precise information request – Few Tips	: Write the specific request of the public.
Right of the Citizen in case of denial of information and procedure to appeal	: To appeal to the Appellate authority

18.3 With relation to training imparted to public by Public Authority: Nil

Name of training programme with brief description

Time period for Training Programme /

Scheme Objective of Training

Physical and Financial Targets (Last Year) Eligibility for training

Pre-requisites for training (If any)

Financial and other forms of help (If any)

Description of help (Mention the amount of Financial Help, If any) Procedure of giving help

Contact Information for applying

Application Fee (Wherever applicable)

Other fees (wherever applicable)

Application Form (In case the application is made on plain paper, please mention the details which the applicant has to provide)

List of enclosures / documents

Format of enclosures / documents

Procedure of application

Selection Procedure

Time table of training programme (in case available)

Process to inform the trainee about the training schedule

Arrangement made by the Public Authority for creating public awareness about the training programmes

List of Beneficiary of the training programme at various levels like district level, block level etc.

Not Applicable,
since no
training
is
imparted
to the
public

18.4 With relation to Certificate, No objection certificate etc issued by the Public Authority not included in Manual – 13

Name and description of the certificates and

NOCs Eligibility for applying

Contact Information for applying

Application Fee (Wherever applicable)

Other Fees (Wherever applicable)

Application Form (In case the application is made on plain paper, please mention the details which the applicant has to provide

List of enclosures / documents

Format of enclosures / documents

Procedure of application

Process followed in the Public Authority after the receipt of application

Normal time taken for issuance of certificate

Validity period of certificate (if applicable)

Process of renewal (if any)

18.5 With relation to registration process

Objective

Eligibility for registration

Pre-requisites (if any)

Contact information for applying

Application Fee (Wherever applicable)

Other Fees (Wherever applicable)

No
Certificate
or NOC is
issued to
the public

Not Applicable

Application Form (Incase the application is made on plain paper, please mention the details which the applicant has to provided

List of enclosures / documents

Format of enclosures / documents

Procedure of application

Not Applicable

Process followed in the Public Authority after the receipt of application

Validity period of registration (If applicable)

Process of renewal (If any)

18.6 With relation to collection of tax by Public Authority (Municipal Corporation, Trade Tax Entertainment Tax etc) : Nil

Name and description of tax

Purpose of tax collection

Procedure and criteria for determination of tax rates

List of major defaulters

Not Applicable

18.7 With relation to issuing new connection electricity / water supply, temporary and permanent disconnection etc. (This will be applicable to local bodies like Municipal Corporation / Municipalities / UPCL)

Eligibility for connection

Pre-requisites (If any)

Contact Information for applying

Application Fee (Wherever applicable)

Other Fees / Charges (Wherever applicable)

Not Applicable

- Application Form (In case the application is made on plain paper, please mention the details which the applicant has to provide)
- List of enclosures / documents
- Format of enclosures / documents
- Procedure of application
- Process followed in the Public Authority after the receipt of application
- Brief description of terms used in the bills
- Contact Information in case of problems regarding Bills or Service
- Tariff and Other Charges
- 18.8 Details of any other public services provided by the public authority. ---

Not applicable

**LIST OF OFFICERS DESIGNATED AS PUBLIC INFORMATION OFFICERS/
ASSISTANT PUBLIC INFORMATION OFFICERS/APPELLATE AUTHORITIES
FROM THE NON GOVERNMENTAL ORGANISATIONS**

Sl. No.	Name of the Organisation	Public Information Officer	Assistant Public Information Officer	Appellate Authority
[1]	Observation Home for Boys and Girls under Madurai Children Aid Society, Madurai	Matron, Observation Home for Boys and Girls under Madurai Children Aid Society. No. 164, Kamaraj Salai, Madurai 625 009. Phone No. 0452-2626524	Assistant Matron, Observation Home for Boys and Girls under Madurai Children Aid Society, No. 164, Kamaraj Salai, Madurai 625 009. Phone No. 0452-2626524	Secretary, Observation Home for Boys and Girls under Madurai Children Aid Society, No. 164, Kamaraj Salai, Madurai 625 009. Phone No. 0452-2626524
[2]	Observation Home for Boys and Girls under Discharged Prisoner's Aid Society, Coimbatore.	Secondary Grade Teacher, No. 1093 & 1094, Avinashi Road, Pappanackenpalayam, Coimbatore 641 037. Phone No. 0422-2216183	Matron Grade I, No. 1093 & 1094, Avinashi Road, Pappanackenpalayam, Coimbatore 641 037. Phone No. 0422-2216183	Honorary Secretary, No. 1093 & 1094, Avinashi Road, Pappanackenpalayam, Coimbatore 641 037. Phone No. 0422-2216183
[3]	Children's Home for Boys and Girls under Madras Society for the Protection of Children, Chennai.	Honorary Secretary, Children's Home for Boys and Girls under Madras Society for the Protection of Children, No. 288, Thiruvotriyur High Road, Chennai 600 021. Phone No. 044 – 2595121	Joint Honorary Secretary, Children's Home for Boys and Girls under Madras Society for the Protection of Children, No. 288, Thiruvotriyur High Road, Chennai 600 021. Phone No. 044 – 2595121	Children's Home for Boys and Girls under Madras Society for the Protection of Children, No. 288, Thiruvotriyur High Road, Chennai 600 021. Phone No. 044 – 2595121.

Sl. No.	Name of the Organisation	Public Information Officer	Assistant Public Information Officer	Appellate Authority
[4]	Children's Home for Boys and Girls under Seva Samajam Children's Home, Pallipattu, Chennai.	Administrator, Children's Home for Boys and Girls under Seva Samajam Children's Home, No. 75, Bhajanai Koil Street, Pallipattu Village, Guindry Road, Chennai- 600 113. Phone No. 044-22354103/22351656	Assistant Superintendent, Children's Home for Boys and Girls under Seva Samajam Children's Home, No. 75, Bhajanai Koil Street, Pallipattu Village, Guindry Road, Chennai- 600 113. Phone No. 044-22354103/22351656	Chairman, Children's Home for Boys and Girls under Seva Samajam Children's Home, No. 75, Bhajanai Koil Street, Pallipattu Village, Guindry Road, Chennai- 600 113. Phone No. 044-22354103/22351656
[5]	Children's Home for Girls under Seva Samajam Children's Home, Egmore, Chennai	Project officer, Children's Home for Girls under Seva Samajam Girls Home, "Aachen House", No.29, Casa Major Road, Egmore, Chennai 600 008. Phone No. 044-28194289	Superintendent, Children's Home for Girls under Seva Samajam Girls Home, "Aachen House", No.29, Casa Major Road, Egmore, Chennai 600 008. Phone No. 044-28194289	Joint Honorary Secretary, Children's Home for Girls under Seva Samajam Girls Home, "Aachen House", No.29, Casa Major Road, Egmore, Chennai 600 008. Phone No. 044-28194289
[6]	Children's Home for Boys under Seva Samajam Boys Home, Saligram, Chennai	Honorary Treasurer, Children's Home for Boys under Seva Samajam Boys Home, No.1, Kamarajar Salai, Dasarathapuram, Saligram, Chennai 600 093. Phone No. 044-23620596	Director, Children's Home for Boys under Seva Samajam Boys Home, No.1, Kamarajar Salai, Dasarathapuram, Saligram, Chennai 600 093. Phone No. 044-23620596	-- Children's Home for Boys under Seva Samajam Boys Home, No.1, Kamarajar Salai, Dasarathapuram, Saligram, Chennai 600 093. Phone No. 044-23620596

Sl. No.	Name of the Organisation	Public Information Officer	Assistant Public Information Officer	Appellate Authority
[7]	Children's Home for Boys and Girls under Bala Mandir, Chennai	Social Worker, Children's Home for Boys and Girls under Bala Mandir, No. 126, Gopathy Narayanaswamy Chetty Road, Chennai 600 017. Phone No. 044 – 28341921	Superintendent, Children's Home for Boys and Girls under Bala Mandir, No. 126, Gopathy Narayanaswamy Chetty Road, Chennai 600 017. Phone No. 044 – 28341921	Honorary General Secretary, Children's Home for Boys and Girls under Bala Mandir, No. 126, Gopathy Narayanaswamy Chetty Road, Chennai 600 017. Phone No. 044 – 28341921
[8]	Children's Home for Boys and Girls, Gandhigram, Dindigul.	Superintendent, Children's Home for Boys and Girls Gandhigram 624 302, Dindigul District. Phone No. 0451-2451369	Cashier, Children's Home for Boys and Girls Gandhigram 624 302, Dindigul District. Phone No. 0451-2451369	Correspondent, Children's Home for Boys and Girls Gandhigram 624 302, Dindigul District. Phone No. 0451-2451369
[9]	Children's Home for Girls under Coimbatore Seva Nilayam, Coimbatore.	Warden, Children's Home for Girls under Coimbatore Seva Nilayam, No.2, Syrian Church Road, Coimbatore-1 Phone No. 0422-2473664	Warden, Children's Home for Girls under Coimbatore Seva Nilayam, No.2, Syrian Church Road, Coimbatore-1 Phone No. 0422-2473664	Secretary, Children's Home for Girls under Coimbatore Seva Nilayam, No.2, Syrian Church Road, Coimbatore-1 Phone No. 0422-2473664
[10]	Children's Home for Girls under Idhayalaya, Salem	Teacher, Children's Home for Girls under Idhayalaya, Nethimedu, Salem-2. Phone No. 0427 – 2220800	Accountant, Children's Home for Girls under Idhayalaya, Nethimedu, Salem-2. Phone No. 0427 – 2220800	Director, Children's Home for Girls under Idhayalaya, Nethimedu, Salem-2. Phone No. 0427 – 2220800

Sl. No.	Name of the Organisation	Public Information Officer	Assistant Public Information Officer	Appellate Authority
[11]	Children's Home for Girls under IRCDS, Tiruvallur.	Programme Manager, Children's Home for Boys and Girls under IRCDS, Plot No. 13, Dr. Abdul Kalam Street, MDM Nagar, Tiruvallur.602 001. Phone No. 044 - 27660084	Family Counsellor, Children's Home for Boys and Girls under IRCDS, Plot No. 13, Dr. Abdul Kalam Street, MDM Nagar, Tiruvallur.602 001. Phone No. 044 – 27660084	Executive Secretary, Children's Home for Boys and Girls under IRCDS, Plot No. 13, Dr. Abdul Kalam Street, MDM Nagar, Tiruvallur.602 001. Phone No. 044 - 27660084
[12]	Children's Home for Girls under Tere-Des-Home Trust, Tiruvannamalai.	Deputy Director, Children's Home for Girls under Tere-Des-Home Trust, Perumbakkam Road, Ramanashram OP.O., Tiruvannamalai. 606 603. Phone No. 04175	Programme Director, Children's Home for Girls under Tere-Des-Home Trust, Perumbakkam Road, Ramanashram OP.O., Tiruvannamalai. 606 603. Phone No. 04175	Programme Director Children's Home for Girls under Tere-Des-Home Trust, Perumbakkam Road, Ramanashram OP.O., Tiruvannamalai. 606 603. Phone No. 04175
[13]	Children's Home for Boys under Madurai Multipurpose Social Service Society, Virudhunagar.	Clerk, Children's Home for Boys under Madurai Multipurpose Social Service Society, No. 1/648, Sundaram Theater Road, Gandhi Nagar Street, Pandian Nagar, Virudhunagar -3 Phone No. 04562-223881	District Coordinator, Children's Home for Boys under Madurai Multipurpose Social Service Society, No. 1/648, Sundaram Theater Road, Gandhi Nagar Street, Pandian Nagar, Virudhunagar -3 Phone No. 04562-223881	Secretary-cum-Treasurer, Children's Home for Boys under Madurai Multipurpose Social Service Society, No. 1/648, Sundaram Theater Road, Gandhi Nagar Street, Pandian Nagar, Virudhunagar -3 Phone No. 04562-223881

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[14]	Children's Home for Girls under Arivagam for Mentally Retarded and Physically Handicapped, Mayiladuthurai, Nagapattinam 609 001.	Special Educator, Children's Home under Arivagam for Mentally Retarded and Physically Handicapped, Thiruvaduthurai Adheenam, Tharangampadi Road, Mayiladuthurai, Nagapattinam 609 001. Phone No. 04364 222649	Clerk Children's Home under Arivagam for Mentally Retarded and Physically Handicapped, Thiruvaduthurai Adheenam, Tharangampadi Road, Mayiladuthurai, Nagapattinam 609 001. Phone No. 04364 222649	Secretary, Children's Home under Arivagam for Mentally Retarded and Physically Handicapped, Thiruvaduthurai Adheenam, Tharangampadi Road, Mayiladuthurai, Nagapattinam 609 001. Phone No. 04364 222649
[15]	Children's Home for Boys and Girls under Puduyugam, Dindigul	Additional Incharge, Children's Home for Boys and Girls under Puduyugam, Karunanidhi Nagar, Palani Road, Murugathuranpatti, Dindigul 624 010. Phone No. 04543 2424970	Clerk, Children's Home for Boys and Girls under Puduyugam, Karunanidhi Nagar, Palani Road, Murugathuranpatti, Dindigul 624 010. Phone No. 04543 2424970	Executive Director, Children's Home for Boys and Girls under Puduyugam, Karunanidhi Nagar, Palani Road, Murugathuranpatti, Dindigul 624 010. Phone No. 04543 2424970
[16]	Children's Home under Balavihar for Mentally Defective for Girls, Chennai.	Project Officer, Children's Home under Balavihar for Mentally Defective Girls, Halls Road, Kilpauk, Chennai-10 Phone No 044 26447933	Documentationist, Children's Home under Balavihar for Mentally Defective Girls, Halls Road, Kilpauk, Chennai-10 Phone No 044 26447933	Honorary Treasure, Children's Home under Balavihar for Mentally Defective Girls, Halls Road, Kilpauk, Chennai-10 Phone No 044 26447933

Sl. No.	Name of the Organisation	Public Information Officer	Assistant Public Information Officer	Appellate Authority
[17]	Children's Home under Balavihar for Mentally Defective for Boys Chennai.	Project Officer, Children's Home under Balavihar for Mentally Defective for Boys Halls Road, Kilpauk, Chennai-10 Phone No. 044 26447933.	Documentationist, Children's Home under Balavihar for Mentally Defective for Boys Halls Road, Kilpauk, Chennai-10 Phone No. 044 26447933.	Honorary Treasure, Children's Home under Balavihar for Mentally Defective for Boys Halls Road, Kilpauk, Chennai-10 Phone No. 044 26447933.

