



GOVERNMENT OF PUDUCHERRY
PLANNING AND RESEARCH DEPARTMENT

CITIZEN CHARTER

INTRODUCTION:

Planning and Research Department was established in the year 1975. It has a Regional Office at Karaikal and a Planning Cell in the offices of the Regional Administrators of Mahe and Yanam.

Planning and Research Department formulates Five Year / Annual Plan based on the guidelines issued by Union Planning Commission. The activities of the Planning and Research Department may broadly be grouped as follows:

- Formulation of Five Year Plan/Annual Plan and all matters connected to State Planning Board
- Plan Monitoring, including On-line monitoring of plan expenditure, through NIC. Conduct of Regional Plan Review Meetings
- Monitoring 20 Point Programme
- Monitoring the Flagship Programmes
- Conduct of Developmental Training
- All matters connected with Development Banking and matters relating to availing of Negotiated Loan
- National Small Savings

Plan Formulation:

Formulation of Five Year Plans / Annual Plans is the major function of the Planning and Research Department. Every year in the month of August / September guidelines are received from Planning Commission for the preparation of Five Year Plan/ Annual Plan. Based on these guidelines, this department calls for sectoral proposals from departments dealing with Plan by the end of September / October. The proposals submitted by the departments are scrutinized with reference to overall objectives and priorities given in the guidelines. In October, the sectoral proposals are first discussed in detail by the Development Commissioner in consultation with

the departments and the proposals are submitted to Chief Secretary / Chief Minister. The consolidated proposals are finally placed before the State Planning Board which is functioning in the territory under the Chairmanship of the Lt. Governor with Chief Minister as Vice Chairman. MPs of the Parliament, all Ministers, Leader of the Opposition, all Secretaries are members of the Board. Apart from this, experts have been nominated as non-official members to render expert advice to the State Planning Board. Development Commissioner is the Member Secretary of the Board. The State Planning Board which is a non – statutory advisory body, advises the Government regarding formulation of development Plans / schemes, review the implementation of these schemes, and to advise the Government on matters relating to economic development and policies. The outlays recommended by the State Planning Board is submitted to the Planning Commission as Draft Annual Plan document. The total size of the Plan is finalized in the Chief Minister's level discussion with Deputy Chairman, Planning Commission. The sectoral proposals are discussed in detail in the official level discussions held under the Chairmanship of Secretary, Planning Commission with Chief Secretary and UT Officials. The finalized sector-wise allocations are worked out based on the observations / comments of Planning Commission and communicated to departments for the submission of budgetary details to Finance Department. The scheme-wise outlays worked out by departments are consolidated and documented by the Planning Department as "Plan Budget" Document.

Monitoring of Plan Schemes :

Planning and Research Department monitors the implementation of plan schemes/projects on a constant and continuous basis. Periodical review meetings are held at the level of Development Commissioner, Chief Secretary and Chief Minister. These review meetings enable the departments to take corrective measures then and there in implementing plan schemes. Also Member (Planning Commission) / Principal Advisor are visiting the UT for periodical review to hasten the process of plan implementation. Besides Regional Monitoring of plan expenditure is taken up to see whether percentage of plan expenditure is in relation to the overall plan expenditure.

Online Monitoring of Plan Expenditure :

During 2009-10, the Planning and Research Department have taken up with the NICNET for online monitoring of plan expenditure to help the Government to monitor the expenditures of various sectoral programmes besides schemewise and departmentwise expenditure against the corresponding Annual Plan Outlay. NICNET has developed the

Management Information System to monitor the plan expenditure on real time basis by uploading day today expenditure details directly from DAT to the NICNET portal and also by uploading divisional expenditure details from PWD. Further the outlying regions upload their daily plan expenditure through their respective DDAT. The day today uploading of expenditure helps the Planning Department to make timely intervention in improving/hastening the schemewise/sector-wise expenditure booking.

Twenty Point Programme 2006 :

Planning and Research department is designated as Nodal Department and Director, Planning is the Nodal Officer for Twenty Point Programme. The monthly / quarterly progress reports on Twenty Point Programme are regularly sent to the Ministry of Programme Implementation and concerned Central Ministries in Government of India in the prescribed formats.

Monitoring of Flagship Programmes :

Apart from the Centrally Sponsored Schemes, the UT of Puducherry has been implementing the following flagship programmes.

- 1) Sarva Shiksha Abhiyan
- 2) Mid Day Meal Scheme
- 3) National Rural Health Mission
- 4) Integrated Child Development Services (upto Dev'09)
- 5) NREGA
- 6) Indira Awaas Yojana
- 7) Jawaharlal Nehru National Urban Renewal Mission (JNNURM)
 - (i) Urban Infrastructure and Governance (UIG)
 - (ii) Urban Infrastructure Development scheme for small and Medium Towns (UIDSSMT)
 - (iii) Basic services to Urban Poor (BSUP)
 - (iv) Integrated Housing and Slum Development Programme (IHSDP)
 - (v) Programme Management Unit (Housing)

As per the instruction of the Cabinet Secretariat a monthly review of these Flagship Programmes are taken up by Chief Secretary on the first Saturday of every month and the outcome of such review meeting is communicated in the form of monthly report to the Planning Commission and Cabinet Secretariat.

This review has enabled the concerned implementing departments to initiate timely corrective action wherever required for effective implementation.

Training:

In the absence of a State Training Institute, Planning and Research Department conducts Developmental Training to the officials to improve the quality of the implementation of plan schemes. The department interacts with the reputed Training Institutes across the country for conducting the training programmes on various subjects. About 75 to 80 officials are covered every year under training programmes. The training programmes are also conducted in the outlying regions.

Banking:

Matters relating to Development Banking are dealt by this department since the Planning Department is designated as Nodal Department for banking subjects. The department liaises with the Government on the one hand and with the Reserve Bank of India and the Ministry of Finance on the other hand. Director (Planning) is one of the Board of Directors of Pudukkottai Gramin Bank for which Government of Puducherry subscribes 15% of its capital base.

Indian Bank being the Lead Bank prepares the Annual credit plan for the UT of Puducherry for the year 2010-11. The outlay allocated for the Annual Credit Plan 2010-11 is Rs.804.68 crore. The Targets and Achievements under Annual Credit Plan are reviewed once in 3 months in the State Level Bankers Committee/ State Level Review Committee meetings.

National Small Savings:

National Small Savings is looked after by Planning and Research Department. Presently there are about 60 SAS / PPF agents and 45 MPKBY agents functioning in Puducherry and Karaikal Regions. The period of operation of SAS / PPF agents and MPKBY is for three years which are renewed thereafter.

SAS agents are paid 1% Commission for business done under Small Savings Schemes, MPKBY agents are paid 2% commission for recurring deposit mobilization. To create awareness among the public, World Thrift Day is celebrated every year on 30th October.

Unique Identification Number (UID):

Planning and Research Department is in-charge for the UID Project (Unique Identification Number). The objective of the UID project is to create a core data base which is regularly updated and is easily accessible and used by all departments for identification of residents in the country for various purposes. This data base in turn would be linked to other data bases like the rural household survey data base, ration card data base, etc. The UID is intended for efficient delivery of various social and welfare services of the Government. If the Project is well implemented, it will pave way for reducing the identity related fraud and allow targeted groups to get the benefits, they are entitled to from the Government. The following two Committees have been constituted in this regard Government of Puducherry.

- i) State Unique Identification Implementation Committee with Chief Secretary as Chairman and Development Commissioner as Member Secretary.
- ii) Empowered Committee on UID with HE the Lt. Governor as Chairman and Director (Planning) as Member Secretary to oversee and guide the implementation of the UID Project in the U.T. of Puducherry.

The MoU was signed between the Unique Identification Authority of India and Government of Puducherry for the implementation of the UID project.

Library :

Planning and Research Department has a neatly and well maintained Library with a collection of about 2000 books, covering on the following subjects:

- Development Planning
- Regional Planning
- District Planning
- Economics including Indian Economics
- Micro and Macro Economics
- Statistical Techniques
- Financial Administration
- Human Resources Management
- Rural Development
- Tourism
- Panchayati Raj

Besides, monthly magazines like Yojana, Kurushetra etc. are subscribed to update various Plan / rural development related issues. Tamil and English dailies are subscribed to ascertain the Local, National and International news around the world.

Regional Units:

Karaikal:

A Regional unit in Karaikal was set up in 1989–90. This unit functions with five technical officials and six Ministerial staff. The regional unit is headed by a Joint Director who provide all technical support to the Collector, Karaikal in formulating the Plan programmes / schemes and monitoring the same in Karaikal Region.

Mahe and Yanam:

In respect of Mahe and Yanam regions Planning unit is attached to the Regional Administrator's Office with one post of Planning Assistant to provide technical support to the Administrator in the Plan formulation and monitoring process and NSS activities.