

12. GENERAL SERVICES

12.1 PRINTING AND STATIONERY

11th Plan outlay - Rs.481.24 lac
Annual Plan 2007-08 outlay - Rs. 155.20 lac

On Going Schemes State Funded Schemes

PT 1/PT-2.4 Modernization of Punjab Government Presses

11th Plan outlay - Rs.426.85 lac
Annual Plan 2007-08 outlay - Rs. 155.00 lac

12.1.1 There are two Government Presses situated at Mohali and Patiala and for modernization of these presses an amount of Rs. 426.85 lac for 11th Five Year Plan and Rs. 155.00 lac for Annual Plan has been earmarked.

PT 2/PT3.1(a) Construction of Parallel Block to Existing Block and Staff Quarters at Govt. press S.A.S. Nagar, Mohali

11th Plan outlay - Rs. 5.00 lac
Annual Plan 2007-08 Outlay - Rs. 0.10 lac

12.1.2 An outlay of Rs.20.00 lac was provided for the 10th Five Year Plan for the installation of grills, connecting passages and barbed wire at the Govt. Press, S.A.S. Nagar, Mohali. No expenditure was incurred during the year 10th Five Year Plan.

PT 3/PT3.1 (b) Construction of Building and other Important Works at Government Press Patiala

11th Plan outlay - Rs.49.39 lac
Annual Plan 2007-08 Outlay - Rs. 0.10 lac

12.1.3 The Government Press, Patiala requires upgradation i.e. construction of covered hall for storing of cutting and waste paper of printed material and installation of new tubewell. An outlay of Rs. 30.00 lac has been provided for the 10th Five Year Plan. No expenditure has been incurred during the year 2002-03 to 2006-07.

12.2 HOME AFFAIRS AND JUSTICE

11th Plan Outlay - Rs. 21103.00 lac
Annual Plan Outlay 2007-08 - Rs. 4447.63 lac

12.2.1: The construction work of police stations, buildings of Judicial courts at district and sub-divisional levels, Fast Track Courts and Setting up of a State Judicial Academy at Chandigarh is covered under this sub-head which was earlier shown under the sub-head 'Public Works.'. Priority of the Government is to complete the ongoing works. New works would be taken up only in case of urgency. Against an outlay of Rs.8088.00 lac for the 10th Five Year Plan, an outlay of Rs. 5576.59 lac has been incurred during 10th Plan. An outlay of Rs.21103.00 lac and Rs.4447.63 lac has been provided for the 11th Five Year Plan 2002-07 and Annual Plan 2007-08 respectively under this sub-head.

On Going Schemes
Centrally Sponsored Schemes

HAI-1/PW 3.2(i) : Courts (50:50).

11th Plan Outlay - Rs. 10000.00 lac
Annual Plan Outlay 2007-08 - Rs. 2500.00 lac

12.2.2: The condition of the judicial buildings in the State is very poor. Some of these have been declared unsafe by Public Works Department (PWD). Against a provision of Rs.5000.00 lac made for 10th Five Year plan, an expenditure of Rs.3556.75 lac has been incurred. The latest position of the court complexes is as under:-

The buildings of the Judicial Court Complexes at Sangrur, Ludhiana, Jalandhar, Amritsar, Fatehgarh Sahib, Mansa, Patiala & Ropar have been completed.

The identified land for construction of Judicial Court Complexes at Kapurthala, Hoshiapur, Batala, Jagroan, Rampura Phool, Samana, Abohar, Fazilka and Zira along with other work has been approved by the Building Committee.

The work of Judicial Complexes at Samrala, Mukatsar, Rajpura, Nabha, Moonak, Phillour, Dhuri, Malerkotla, Dasuya, Ferozepur and Bhatinda have already been started and would be completed within one and half year or two years.

An outlay of Rs. 10000.00 lac has been provided for 11th Five Year Plan (2007-2012) and Rs.2500.00 lac for the Annual Plan 2007-08 respectively.

HAJ-2/ PW3.15 : Setting up of a State Judicial Academy at Chandigarh (One time ACA of 2006-07).

11th Plan Outlay - Rs. 1203.00 lac
Annual Plan Outlay 2007-08 - Rs. 384.00 lac

12.2.3: This scheme was included with the aim to establish a State Judicial Academy at Chandigarh for the State of Punjab, Haryana and U.T. with a total cost of Rs.4000.00 lac. For this purpose, GOI has released Rs.1000.00 lac as ACA during 2006-07. Against this outlay, an expenditure of Rs.666.00 lac has been incurred during the year 2005-06 and 2006-07. An outlay of Rs.1203.00 lac has been provided for 11th Five Year Plan & Rs. 384.00 lac for Annual Plan 2007-08 respectively.

HAJ-3/PM 1.17(iv) : Creation of Infrastructure facilities at Wagha Border (One time ACA of 2006-07).

11th Plan Outlay - Rs.500.00 lac
Annual Plan Outlay 2007-08 - Rs.500.00 lac

12.2.4: Planning Commission (GOI) has released one time ACA of Rs.500.00 lac during 2006-07 for the creation of Infrastructure facilities at Wagha Border which was not utilized. An outlay of Rs. 500.00 lac each has again been provided during 2007-08.

HAJ-4: Construction of Judicial Court Complexes (One time ACA of 2006-07).

11th Plan Outla - Rs. 1000.00 lac
Annual Plan Outlay 2007-08 - Rs. 400.00 lac

12.2.5: Planning Commission (GOI) has released one time ACA of Rs.400.00 lac during 2006-07 for the construction of Judicial Court Complex in the State No expenditure has been incurred during 2006-07. An outlay of Rs.1000.00 lac for 11th Five Year Plan (2007-2012) and Rs. 400.00 lac has been provided during 2007-08.

On Going Schemes
State Funded Schemes

HAJ-5/PW 3.2 (ii) : Fast Track Courts (Salary)

11th Plan Outlay - Rs.1000.00 lac
Annual Plan Outlay 2007-08 - Rs.163.63 lac

12.2.6: The main objective of the scheme is to establish Fast Track Courts in the State. Earlier this scheme was being implemented under name PW 3.2(i) 'Outlay recommended by 11th Finance Commission for up gradation of Judicial Administration'. An amount of Rs.659.00 lac was provided during the 10th Five

Year Plan against which an expenditure of Rs 262.72 lac has been incurred. An outlay of Rs.1000.00 lac & Rs 163.63 lac has been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively for the salary of the staff and other purposes.

HAJ-6/PW 3.7 : Purchase of land for Police Line at Mansa, Fatehgarh Sahib and others.

11th Plan Outlay - Rs.7400.00 lac
Annual Plan Outlay 2007-08 - Rs.500.00 lac

12.2.7: A provision of Rs.10.00 lac was made for the 10th Five Year Plan for purchase of land for police line at Mansa and Fatehgarh Sahib, against which an expenditure of Rs.122.57 lac has been incurred. An outlay of Rs.7400.00 lac and Rs 500.00 lac has been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively for this purpose.

12.3 JAILS

HAJ-7/PW 3.5 (i) : Upgradation of Infrastructure and modernization of Jails (Sudar Ghar)

11th Plan Outlay - Rs.1000.00 lac
Annual Plan Outlay 2007-08 - Rs.50.00 lac

12.2.8: An outlay of Rs.615.00 lac was provided under this scheme for the 10th Five Year Plan against which an expenditure of Rs. 84.31 lac has been incurred. An outlay of Rs. 1000.00 lac and Rs.50.00 lac has been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively for various development works in different jails of Punjab.

12.4 HOSPITALITY

**State Funded Scheme
On Going Scheme**

HP-1/PW. 3.6 Circuit Houses/Rest Houses

11th Plan Outlay - Rs.1000.00 lac
Annual Plan 2007-08 Outlay - Rs. 150.00 lac

12.4.1 Funds under the scheme are provided for the construction of Circuit Houses and Rest Houses. The Circuit Houses serve the purpose of State Guest Houses for the senior officers of the State Govt. and VVIP's. At present the circuit houses are available at Amritsar, Bathinda, Chandigarh, Faridkot, Jalandhar, Ludhiana, Patiala and Shimla.

12.4.2 The two circuit houses at Gurdaspur and Ferozepur are under construction since 1995-96 but these buildings could not be completed/made functional due to less release of funds. 70% to 80% work of these buildings has already been completed. There is a proposal to construct one new Circuit House at Hoshiarpur and it was also decided to construct Block-C of the Punjab Bhawan at New Delhi because there is a big problem of accommodation for the officers/officials who visit New Delhi in connection with court cases and meetings. The plans of Block-C of Punjab Bhawan, New Delhi have already been prepared. There is also a proposal to construct one Rest House at Kahnuwan, (Distt. Gurdaspur) which has already been administratively approved by the Punjab Government. An outlay of Rs. 49.00 lac was provided for the 10th Five Year Plan against which an expenditure of Rs. 106.72 lac was incurred. An outlay of Rs. 1000.00 lac & Rs. 150.00 lac has been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively for this purpose.

12.5 VIGILANCE

State Funded Scheme On Going Scheme

VL-1/PW/3.12 Purchase of Land and construction of the Building of Chowksi Bhawan, SAS Nagar, (Mohali)

<i>11th Plan Outlay</i>	<i>-Rs.600.00 lac</i>
<i>Annual Plan 2007-08 Outlay</i>	<i>- Rs.200.00 lac</i>

12.5.1 This scheme was admitted with an outlay of Rs. 180.78 lac in the Revised Estimates of Annual Plan 2004-05. The main purpose of the scheme is to purchase 3.75 acre land and construction of the building of Chowksi Bhawan at SAS Nagar Mohali. For this purpose PUDA allotted 3.75 acres of land at a total cost of Rs. 753.23 lac @ Rs. 4150/- per sq. yds. One installment of RS. 54.72 lac was paid in 2006-07 to PUDA. For this purpose, an outlay of Rs. 600.00 lac & Rs. 200.00 lac has been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively.

12.6 MAHATMA GANDHI STATE INSTITUTE OF PUBLIC ADMINISTRATION

<i>11th Plan outlay</i>	<i>- Rs.1865.08 lac</i>
<i>Annual Plan 2007-08 outlay</i>	<i>- Rs. 360.00 lac</i>

On Going Schemes

State Funded Schemes

MGSIPA 1/PSIPA-1.1` Establishment of Administrative Training Institute

11th Plan outlay - Rs.1500.00 lac
Annual Plan 2007-08 outlay - Rs. 300.00 lac

12.6.1 The construction of the Ist Phase of Mahatma Gandhi State Institute of Public Administration, which includes Administrative Complex, Convention Hall, Auditorium, Library, Academic Block and minimum hostel accommodation, is almost complete.

12.6.2 An outlay of Rs. 685.00 lac was provided for the 10th plan for Administrative Complex and payment of some outstanding liabilities, repayment of loan taken from PNB and salary, against which the expenditure of Rs. 1036.00 lac was incurred.

MGSIPA 2/PSIPA-1.2 Training Grants

11th Plan outlay - Rs.365.08 lac
Annual Plan 2007-08 outlay - Rs. 60.00 lac

12.6.3 Under this scheme, training programmes for employees of Punjab Government and its Corporations are conducted by the MGSIPA. An outlay of Rs. 200.00 lac was provided for the 10th Plan as against which expenditure of Rs. 144.84 lac was incurred.

12.7 EXCISE AND TAXATION

11th Plan Outlay -Rs. 3200.00 lac
Annual Plan 2007-08 Outlay -Rs. 100.00 lac

12.7.1 The Department of Excise and Taxation is a major revenue earning agency of the state. An Excise and Taxation Technical Services Agency (ETTSA) has been constituted for modernization and upgradation of tax collection machinery in the state. In the 10th five Year Plan an outlay of Rs.1000.00 lac was provided for this purpose against which an expenditure of Rs.2460.00 lac was incurred.

On going schemes

State funded schemes

ET-1/ET 1.3 Computerization of Excise and Taxation Department.

11th Plan Outlay -Rs. 3200.00 lac
Annual Plan 2007-08 Outlay -Rs. 100.00 lac

12.7.2 The Computerization of Sales Tax Information System (COSTISP) for the Excise and Taxation Department was undertaken by the Excise and

Taxation Technical Services Agency (ETTSA) in the year 2003-04. After 1.4.2005, when VAT was introduced in the State of Punjab this project was converted to Computerization of VAT information System (COVIS). COVIS consists of capturing information at source by on-line implementation of 15 identified modules. These modules span the entire gamut of VAT procedures. It leads to a paperless administration in the Excise and Taxation Department, as far as VAT is concerned. In this project all the offices of the Department have been linked through leased lines and V-SAT to a central RISC server at Patiala.

12.7.3 All 825 users of the system at 99 locations access this central server which is capable of handling 600 concurrent users. This capacity is enhanceable to 1000 users. For implementing COVIS efficiently and effectively, it has been divided into three components of System Integration, Software development and audit. Since the entire VAT administration has become completely dependent on this system, care has been taken to provide for natural or manmade disasters which may result in the collapse of the system. In such an eventuality a hot-site (Disaster Recovery Site) will be located in Hyderabad which would be mirror of the main-site at Patiala in case of any disaster and this site will take over the functioning within minutes of the break-down.

12.7.4 12.7.33rd phase of the project which has now been undertaken. As two phases of this project have been completed and the system has become fairly stable, we need to make the system more efficient and responsive to the needs of users. Expansion of bandwidth and conversion of V-sat to leased-lines is the need of the hour. The present band-width of 10 kbps per user is proposed to be enhanced to 20 kbps per user. There is a proposal for introducing video conferencing in the department in all its locations. Excise and Taxation Technical Services Agency (ETTSA) also proposes to extend the facility for electronic filing of returns to the dealers and for off-line data entry of Information Collection Centres (ICC) information on the internet. To implement all the tasks as discussed above a provision of Rs.3200.00 lac and Rs.100.00 lac has been provided 11th Plan and Annual Plan 2007-08.

12.8 REVENUE & REHABILITATION

11th Plan Outlay - Rs. 7507.37 lac
Annual Plan Outlay 2007-08 - Rs. 875.00 lac

12.8.1 The work relating to construction of new administrative complexes at district and tehsil level and strengthening of revenue administration and updating and computerization of land records is covered under this sub-head which was earlier shown under the sub-head 'Public Works'. Against an outlay of Rs.900.00 lac for the 10th Plan, an expenditure of Rs.833.17 lac has been incurred. An outlay of Rs.7507.37 lac for the 11th Five Year Plan and Rs.875.00 lac has been provided for the Annual Plan 2007-08.

On Going Schemes
Centrally Sponsored Schemes

RR-1/PW 3.1(b): Strengthening of Revenue Administration and updating of land records (50:50).

11th Plan Outlay - Rs. 4507.37 lac
Annual Plan Outlay 2007-08 - Rs. 437.50 lac

12.8.2 The main objective of the scheme is to strength the revenue machinery at the village and immediate supervisory levels on a selective basis to make the work load of these functionaries manageable. For this purpose, the ongoing projects of the office building of Director Land Records is required to be completed whereas the central air conditioning, sewerage and water supplies and fire fighting arrangements for the record room at Jalandhar is required to be provided for its scientific up keeping. Further, providing of furniture like writing tables, chairs, steel almirahs, steel racks, Mussavi containers, cash boxes and cloth bastas, etc. for the field Revenue Officers, 17 photostat machines are also required to be provided. The old revenue records consisting of settlement records, Pakistan records and rehabilitation records etc. are required to be preserved because the same is deteriorating day by day. However, construction of residential complex for Director Land Records/Deputy Director Land Records & Principal, State Patwar School, Jalandhar as well as construction of district/tehsil record rooms have been provided. During the 10th Five Year Plan, an outlay of Rs. 500.00 lac has been provided, but no expenditure has been incurred. An outlay of Rs. 4507.37 lac and Rs. 437.50 lac has been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively.

State Funded Schemes

RR-2/PW 3.1(a): Divisional Offices/District/Tehsil Complexes.

11th Plan Outlay - Rs. 3000.00 lac
Annual Plan Outlay 2007-08 - Rs.437.50 lac

12.8.3 At present, there are four divisions, 20 districts & 74 tehsils in the State of Punjab. For the convenience of the public, it has been provided to construct administrative complexes at these places. For this purpose, a programme has been chalked out to construct new Administrative Complexes at District / Sub-Division / Tehsil level as well to complete the ongoing works. The names of the places at which these complexes are required to be constructed and list of works are given as under:-

New Works:

12.8.4 DAC Barnala, DAC Tarn Taran and Tehsil Complex Chamkaur Sahib, Patran and Tappa.

On-going works:

12.8.5 Construction of Tehsil Complexes at Moonak, Jaiton, Mukerian, Khamano, Nangal, Nihal Singh Wala, Sardoolgarh and construction of administrative block/ provision of State Services in DAC Sangrur, construction of District administrative complex and construction of DC residence at Mansa.

12.8.6 During the 10th Five Year, an outlay of Rs.400.00 lac was provided, against which an expenditure of Rs.833.17 lac has been incurred during the 2002-07. However, an outlay of Rs.3000.00 lac & Rs.437.50 lac been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively under this scheme.

100 % Centrally Sponsored Schemes

CS(RR)-2/CS 3.1(d):Computerization of Land Records/Cadastral Survey Maps.

11th Plan Outlay - Rs. 8103.00 lac
Annual Plan Outlay 2007-08 - Rs.1498.00 lac

12.8.7 This scheme was started in the State during 1991. After an exhaustive study of the Bhoomi Project of Karnataka, an integrated approach has been adopted. The scope of work is given as under:-

- (1) Computerization of Land Records and Registration of Property.
- (2) Data Entry and Digitization of Land Records across 153 locations (72 Tehsils and 81 sub-Tehsils) in the State.
- (3) Procurement of IT hardware (Servers, Routers and Switches) for Citizen Service Centers (Fard Kendras).
- (4) Provision of Services at Citizen Service Centres (Fard Kendras / Sub-Registrar offices).
- (5) Deployment of technical resources for managing operations of State Data Centre on per resource cost basis.
- (6) Integration of Land Registration System and Land Records Management System with Registration of Property Document (RoPD) project.
- (7) A State Level Project Review Committee under Financial Commissioner (Revenue) has also been constituted for effective and timely management of this project.

12.8.8 The estimated total project cost is Rs. 7000-8000 lac for next five years. Funds are directly released by Department of Information & Technology,

GOI, to Punjab Land Records Society. The latest progress of the project is given as under:-

- (1) In the review meeting with the Department of Revenue, FCR gave the present status of the project and informed that one Kanugo per district would be computerized by September, 2006 as decided in the meeting held under the chairmanship of CM, Punjab on 8/5/06.
- (2) Computerization of Land Records: Pilot successfully implemented at district Kapurthala.
- (3) Registration of properties: Pilot successfully implemented at district Sangrur.
- (4) State wide roll-out of project is in process.
- (5) The sites for Citizen Service Centers have been completed in about 10 Tehsils and the work is going on for 76 more Tehsils.
- (6) Software customization is in process. An agreement would be signed with the selected BOOT partner to implement the project as per the scope of the work at 153 delivery channels.
- (7) The work of data entry of the revenue records comprising of Jamabandis, Mutations, Fard Badars, Field Books, Khasra Girdawaris, Shajra Nasabs and Mussavis of one Kanugo Circle of each distt would go-live within three months from signing of the contract.

12.7.9 The following works/steps are yet to be done:

- (1) Contract for Registration of Properties for Sangrur and Barnala District has to be signed between DC, Sangrur and Computer Maintenance Corporation (CMC).
- (2) 24% Data Entry Work of Khewats has been finished in 9 districts namely, Nawanshahr, Hoshiarpur, Kapurthala, Mohali, Rupnagar, Sangrur, Patiala, Jalandhar and Fatehgarh Sahib. The Data Entry Work in the remaining districts would be started by the mid of May, 2007.

An outlay of Rs.8103.00 lac & Rs.1498.00 lac been provided for 11th Five Year Plan & Annual Plan 2007-08 respectively under this scheme.