

## CHAPTER - 13

### **OTHER ADMINISTRATIVE SERVICES**

This sector includes Plan Programmes being implemented by the departments of Training, Revenue department, Chief Electoral Office, Fire Services, Law & Judicial department, DSSSB etc. The year wise position of Approved Outlay, Revised Outlay and Expenditure under these sectors is as under:

[₹ in crore]

SN	Year	Outlay	RE	Exp.
1.	2011-12	151.05	128.19	101.73
2.	2012-13	288.10	235.35	173.58
3.	2013-14	373.00	260.02	206.97
4.	2014-15	337.59	302.02	213.74
5.	2015-16	582.00	--	--

#### **DIRECTORATE OF TRAINING: UNION TERRITORIES CIVIL SERVICES (UTCS)**

Annual Plan Outlay 2015-16 : ₹ 420.00 Lakh  
Revenue : ₹ 270.00 Lakh (Including ₹ 10 lakh under CSS)  
Capital : ₹ 150.00 Lakh

The Directorate of Training (Union Territory Civil Services) is the nodal department for training of officers/officials to the GNCTD and its local and autonomous bodies. It is functioning like State Administrative Training Institute and implementing the scheme "Staff Training Program". Directorate has conceived following broad objectives:

1. To bring about attitudinal change in officials to make them more responsive for public service.
2. To enhance the skills and competencies of government officials through process of training.
3. To provide leadership and guidance to the officers of the Union Territories Administrations dealing with public issues.
4. Inclusion of other stakeholders like RWAs and citizen groups in the governance.

Above objectives flow from the following vision set by the Directorate:

1. Develop competencies of government officials through process of training.
2. Help people grow within the organizations so that the future needs for human resources could be met from within.

3. Reduce the learning time for employees starting jobs on appointment, transfer and promotion so that they become fully competent and effective.
4. Promote importance of public service delivery and goods governance. This is a training policy of GNCTD for conducting various training programmes realizing the importance of public delivery system and also for the need of good governance. The training policy envisages inclusion of RWAs and the citizen groups also in the chosen training programmes.

### **Proposed targets under Annual Plan 2015-16**

1. Continuation of Institutional Training for IAS Trainees
2. Continuation of Foundation Training to DANICS Probationers
3. Mandatory mid-career training programmes for DANICS Officers
4. Refresher / orientation programmes as per the yearly calendar
5. Special / on demand training program
6. Upgradation of Library services
7. Upgradation of Hostel facilities
8. Purchase of office/training equipments
9. Functional use of Auditorium
10. Setting up and upgradation of computer Lab
11. Yearly publication of newsletter/magazine and also the Annual Report
12. Establishment of Disaster Management Cell & upgradation thereafter
13. Installation of separate electricity energy meters in residential quarters
14. Installation of 2X 630 KVA sub-station and KVAR APEC Panel at UTCS Complex
15. Construction of room for installation of electric equipment and renovation old pump room in UTCS Complex.

Under capital section, renovation / maintenance work of the existing building remained in progress through PWD for improved space for better working environment.

### **Sevottam Training Cell - CSS**

Annual Plan Outlay 2015-16 : ₹ 10.00 Lakh

A Sevottam Training Cell is to be established under the Sevottam (Plan) scheme entitled "Scheme for Strengthening of State Administrative Training Institutes October 2012" for capacity building for bringing improvements in public service delivery. A grant amounting to ₹ 20 lakh has been released in lump-sum by Department of Admn. Reforms & Public Grievance, Ministry of Personnel, Public Grievance and Pensions, GOI for establishing a Sevottam Training Cell within UTCS for a period of five years from 2013-14.

The 'Savottam Training Cell-(CSS)' programme plans to hold workshops and panel discussion on topical issues relating to governance. The purpose is to enlist wider participation of officers and senior functionaries in the government for appropriate feedback on the thrust and focus of the training programs etc.

This CSS is 100% funded by Department of Admn. Reforms & Public Grievance, Ministry of Personnel, Public Grievance and Pensions, Govt. of India.

## **ELECTION DEPARTMENT**

Annual Plan Outlay 2015-16	:	₹ 2500.00 Lakh
Revenue	:	₹ 2000.00 Lakh
Capital	:	₹ 500.00 Lakh

### **1. Construction and Development of Integrated Complex for housing and distribution of Electronic Voting Machines (EVMs):-**

The objective of this scheme is to bring at a single point the work of Storage and distribution of Electronic Voting Machines (EVMs) and other election material of all the nine districts of NCT of Delhi. Presently, the whole work is scattered in nine districts plus godown at Loni, Ashram and Head Quarter at CEO Office. This result in duplication of security and other efforts at many places and during the conduct of elections, the expenditures run into crores of rupees on erection of Tentage etc. It has therefore become necessary to have a comprehensive system of storage and movement of EVMs with appropriate documentation for better management of the upkeep and security of these machines. At the complex, the arrangement for conducting tests and maintenance of EVMs by the manufacturers will also be made.

### **2. Application of advancements in field of Information Technology in the Electoral Process:-**

This scheme aims to keep watch the pace of the advancements taking place in the field of Information technology, incorporating these developments in electoral process and provide services to the citizens of Delhi equipped with latest technology. All the polling stations of Delhi have been link with Google map. The online SMS facility is being provided to check the status of enrollment of electors. The implementation of this scheme will cover following activities:

- a) Implement the ERMS (Electoral Roll Management Information System) as per the guidelines given by ECI. Further improvement is necessary by upgrading hardware third party software & providing online facility to the public (work related to EPIC and electoral roll up to date).
- b) Preparation of GIS Maps of Parliamentary Constituencies, Assembly Constituencies up to Polling Stations level in accordance with the Notification issued by Delimitation Commission of India in respect of NCT of Delhi.
- c) Setting up of Grievance Monitoring System with minimum human interface by implementing IVRS system, SMS system and accepting grievances through website of the CEO, Delhi.

- d) To digitalize the electoral rolls records of previous years in order to preserve it for issue of certificate of entries in the electoral rolls.
- e) To provide faster internet connectivity to all the VRECs by using MTNL Tri-Band DG Plan/other service provider with the central server of ERMS. Stand-by connectivity or alternative connectivity to be arranged at VREC level to get 100% connectivity to the Central Server. Software of the real time connectivity with ERMS will be of continuous nature (like queries, reports, modules etc. to be incorporated).
- f) To replace timely the equipments which have completed their normal life. Annual Maintenance Contract shall be arranged for the equipments.
- g) To hire IT personnel for providing advice to the department on the hardware / software requirements & updating of software for Electoral Roll Management, preparation of EPIC in accordance with the instructions issued by the Commission from time to time.
- h) To maintain and upgrade the website of the department and to create software wherever required.
- i) To introduce web based monitoring of all Government staff deputed to election duty.
- j) To spread online e based facilities (such as enrolment) to reduce delay and multiple human interface and enhance transparency in the process.
- k) Outsource certain election related services and where considered essential, take staff on contractual basis from the open market for conceptualizing and implementing these services.

### **3. To Conduct Voter Education Programme :-**

The objective of this scheme is to motivate the eligible citizens of Delhi to get their names registered in the Electoral Roll of Delhi, to get issued Elector's Photo Identity Cards (EPIC) and use their franchise as duty as well as their right at the time of elections. In NCT of Delhi, it has been observed that the 18-19 age group, women and homeless are significantly under represented in the Photo Electoral Roll and also there are some sections of society who do not respond to the campaigns of election department for enrollment in the Electoral roll and issue of electors Photo Identity Card. Special Camps for women, Youth, Minorities, homeless and marginalized sections of the society have been organized last year during Special Summary Revision of Electoral Roll. As per direction of Election Commission of India every year round the clock, campaign for registration of electors is being done through Special Summary Revision programme and various SVEEP (Systematic Voters Education and Electoral Participation) activities.

### **4. Setting up and running of Voter Centers (VCs) :-**

The objective of this scheme is to provide round the year services to the citizens of Delhi for inclusion of names in the Electoral Rolls and issue of Photo Identity Cards to the electors from a single point i.e with the establishment of Voter Centers (VCs), one in each of the 70 Assembly Constituencies. But after implementation of delimitation of 70 Assembly Constituencies in 2008, VCs of 15 have been got redundant; therefore, action has been initiated in the year 2010-11 to set up the VCs

in 15 Assembly Constituencies. The proposal for setting up of Voters Centres in remaining ACs is to be initiated.

Following public related services are being made available to the citizens:

- (1) Inclusion of names in the Electoral Roll through Application Form No. 6
- (2) Objection to the existing entry in the Electoral Roll through Form No. 7
- (3) Modification of the existing incorrect entry in the Electoral Roll through form No.8
- (4) Transposition of entry in the Electoral Roll through Form No. 8A
- (5) Preparation & issue of Photo Identity Cards to the new elector
- (6) Preparation & issue of Duplicate Photo Identity Card to the elector
- (7) Issue of certificate of entry in the Electoral Roll for current year or for the previous year
- (8) Inspection of entries in the Electoral Rolls

Besides above activities, each VCs are also responsible in respect of its area falling in the Assembly Constituency for smooth and successful conduct of election related activities ordered by Election Commission of India from time to time. These centers will also coordinate the interaction with the Booth Level Officers (BLOs) appointed by the EROs for their Assembly Constituency.

## **5. Training Cell in Election Office:-**

Govt. of NCT of Delhi and Election Commission of India has approved the setting up of Voter Centre (VC), one in each of the 70 Assembly Constituencies in NCT of Delhi. Each VC will be manned by 8 officials. These officials and staff of District Election Office, EROs Office and CEOs Office are required to be trained on all the provisions of election process, instructions/guidelines issued by Election Commission of India from time to time. Similarly, at the time of Annual revision exercise of Electoral Rolls of all the 70 Assembly Constituencies in NCT of Delhi ordered by Election Commission of India, more than 10,000 officials are deployed in case of Summary Revision and similar numbers officials are deployed in case of Intensive Revision on diverted capacity to Election Office. These officials are also required to be trained on the guidelines/instructions issued by the Commission for that revision exercise. A Training Cell has been set up at CEO (HQ).

## **REVENUE DEPARTMENT**

Annual Plan Outlay 2015-16	: ₹ 38012.06 Lakh
Revenue	: ₹ 6562.06 Lakh (Including ₹ 232.06 lakh under CSS)
Capital	: ₹ 31450.00 Lakh

The Revenue Department has emerged as second largest revenue earner for the GNCTD. The service delivery by the Revenue Department and interface with public makes or mars the image of the Government of the day. Thus, the functioning of the Revenue Department is in a way an indicator of governance as the Revenue Department has the maximum interface with public at almost every level. The

department is introducing structural and systemic reforms with futuristic ramifications where citizen shall identify the department as their very own institution.

## **1. Direction and Administration (Strengthening of District Offices & HQ):-**

Annual Plan Outlay 2015-16	Revenue	:	₹ 3400 Lakh
	Capital	:	₹ 2500 Lakh (by PWD)

Nine Districts with 27 Sub-Divisions under the overall superintendence of Secretary (Rev.) designated as Divisional Commissioner, Delhi were established vide notification No. 409/GA dated 27.06.1996 in NCT of Delhi to give prompt and responsive administration to the rural as well as urban population within their area itself. The districts started functioning w.e.f. 01.01.1997. But, 02 more districts namely Shahdara and South-East with 06 Sub-Divisions have been created vide notification no. 1948 dated 11.09.2012 and thus there are 11(eleven) districts with 33 Sub-divisions.

The broad function of each District administration by and large covers following areas viz:-

1. Revenue Administration.
2. Judicial work.
3. Relief and rehabilitation work.
4. Establishment and Administration.
5. Accounts and budget.
6. Planning statistics.
7. Computerization.
8. Sub-Division Offices for various certifications, affidavits etc.
9. Registration of property documents.
10. Collection of Stamp duty.
11. Co-ordination with various local bodies / departments / agencies for proper administration.
12. Land Acquisition.
13. Nazarat Branch.
14. Swaraj Fund for Citizen Local Area Development (CLAD) through public participation.
15. District Development Committee.
16. Execution of works and activities under the scheme "My Delhi I Care".
17. Bhagidari meeting and workshops.
18. Disaster Management.
19. District Public Grievance Cell.
20. Implementation of centrally sponsored schemes.

21. Child Labour / bonded labour related matters.
22. SC/ST related matters & monitoring Committee.
23. Ground water extraction matters.
24. Food safety matters.
25. Solemnization and registration of marriages.
26. Defacement of property matters.
27. Aadhar Enrolments.

The Revenue Department also proposes to redevelop/ refurbish/ repair/ construct their building(s) keeping with the image of the department and its other offices with best of amenities and facilities. The Department proposes to establish new buildings for each district and sub division. These buildings will be closer to public and easily accessible as well. The Department is also launching web based e-calculator to know quantum of duty to be paid on different instruments.

To prevent fraudulent practices in stamp papers, e-stamping of judicial and non-judicial papers of denomination of ₹ 5/- and above has been introduced. Further the Department has also introduced the facility of paying court fees online (for High Court and District Courts) which is the first of its kind initiative in the country.

As a result of active follow-up and close monitoring, almost entire population of Delhi has been covered with Aadhar. Aadhar have already been issued to approx. 177 lakh persons and approx. 188 lakh persons have been enrolled with Aadhar. Delhi is only state with highest Aadhar penetration in the country.

## **2. Citizen Local Area Development (CLAD) – Swaraj Fund :-**

Annual Plan Outlay 2015-16	Revenue	:	₹ 330.00 Lakh
	Capital	:	₹ 24950.00 Lakh

A new initiative, namely “**Citizen Local Area Development (CLAD) – Swaraj Fund**” is proposed to be created enabling the citizens in selection and implementation of programmes prioritized by them for the development of their area. The citizens of respective Assembly Constituencies will decide how this allocated amount is to be utilized in line with their requirements. The citizens will themselves decide the priority of implementation of these developmental works. The scheme also seeks to empower the common citizen to have a greater say in the development and upkeep of their surroundings and in the civic matters pertaining to their localities.

The new scheme is initially proposed to be implemented in 11 Assembly Constituencies, one in each Revenue District. Each Assembly Constituency is proposed to be divided into on an average 40 Mohalla Sabhas. A cap of ₹ 50 lakh per Mohalla Sabhas is proposed. Hence a budget provision of ₹ 20 crore per AC is proposed. The scheme is to be executed through the suggestions / recommendations of the voters of respective Mohalla Sabhas by prioritizing the works. Citizens will decide their priorities of developmental works by a process of voting carried out in these meetings. The payment towards the developmental works will be made to the contractor upon completion, only after citizens of the area give consent regarding

satisfactory quality of the work. The works at the top of the list are to be taken up within the overall limit of ₹ 50 lakh per Mohalla Sabhas. Apart from this, the Mohalla Sabhas shall also act as Grievances Redressal Mechanism.

This scheme will replace the existing three schemes namely 'District Development Committee (Minor Works), Bhagidari and My Delhi I Care (Citizen Care for Habitat Fund)'.

The budget provision of this scheme includes two components; one - Participatory Budgeting & Development through Mohalla Sabhas and second – Other Charges for meeting expenses for organizing meetings of Mohalla Sabhas. Accordingly, a budget provision of ₹ 223.30 crore (₹ 20 crore each for 11 Assembly Constituencies + ₹ 3.30 crore for other charges) has been kept for the aforesaid scheme in Regular Budget 2015-16. Apart from this an amount of ₹ 29.50 crore (₹ 50 lakh each for remaining 59 Assembly Constituencies) has also been kept under the name / head of the aforesaid scheme to carry out/implement the existing three schemes namely 'District Development Committee (Minor Works), Bhagidari and My Delhi I Care' in Regular Budget 2015-16. The bifurcation of this budget provision of ₹ 252.80 crore is as below:-

- (i) ₹ 220 crore for the proposed 11 ACs spread over 11 Revenue Districts of Delhi (i.e. ₹ 20 crore per AC) to carry out the capital works under CLAD.
- (ii) ₹ 3.30 crore for the proposed 11 ACs (i.e. ₹ 30 lakh per AC) to meet expenses for organizing meetings of Mohalla Sabhas for execution of CLAD.
- (iii) ₹ 29.50 crore for remaining 59 ACs (i.e. ₹ 50 lakh per AC) to carry out works / remaining works of other three plan schemes of Revenue Department namely 'My Delhi I Care', 'Bhagidari' and 'Minor Works (DDC)'. For these three schemes, i.e. 'My Delhi I Care', 'Bhagidari' and 'Minor Works (DDC)', there will be no separate fund in separate heads of accounts as provisioned earlier.

The Government has set-up a new agency called "Delhi Urban Development Agency (DUDA)" in each District, vide Order No. 18B (101)/UD/Plg./DUDA/2015-16/3816-3919 dated 16.7.2015, for execution of developmental work projects as well as maintenance of public assets. This new agency will execute the works recommended by the citizens under "Swaraj Fund" and works recommended by Hon'ble Members under "MLA Fund". In addition, this new agency is also proposed to play a vital role in providing basic civic services and their improvement in unauthorized colonies and rural areas. For better administrative control and supervision, Delhi Urban Development Agency (DUDA) in each district will be headed by the District Magistrate and who will be assisted by a team of engineers. It will facilitate in improving the accountability, efficiency and transparency in delivery of public services.

### **3. Disaster Management:-**

Annual Plan Revenue	:	₹ 2000.00 Lakh
Capital	:	₹ 500.00 Lakh



Disasters are the grim reality of human life. The approach to the Disaster Management earlier was search & rescue and relief activities after the incidence of a disaster. This has now changed to preventive disaster management. The preventive disaster management is possible through various activities which result in an aware and prepared community, citizens, government departments, various stakeholders etc. The preventive disaster management results in reducing the impact and losses occurring due to disasters. Awareness, preparedness and capacity building requires a range of activities like organizing awareness programs, workshops, seminars, nukkad natak, publicity through media, training and mock drills. The purpose of these activities is to have orientation, conditioning of and coordination between the government departments, various stakeholders and the community to enable them to take preventive action as well as to respond quickly and effectively to any situation of disasters.

Disaster Management Act was enacted in the year 2005. Consequently, Delhi Disaster Management Authority (DDMA) was established vide notification dated 19.03.2008 of Hon'ble Lt. Governor of the NCT of Delhi. DDMA functions under the chairpersonship of Hon'ble Lt. Governor of Delhi and Hon'ble Chief Minister of Delhi acts as Co-chairperson.

### **Key programmes of Delhi Disaster Management Authority (DDMA)**

- a) Institutionalization of disaster risk management system at all levels.
- b) Development of multi-hazard preparedness, response and mitigation plans for disaster risk management at state, district and ward level.
- c) Organization of mock drills to enhance preparedness, coordination and effective response mechanism.
- d) Establishment of appropriate techno-legal regime for multi-hazard safety.
- e) Awareness generation programmes for disaster mitigation and preparedness.
- f) Establishment/strengthening of Emergency Operations Centers at State and District level.
- g) Capacity building of disaster management teams at all levels in the field of first-aid, shelter management, rescue and evacuation, damage assessment etc.
- h) Training of engineers, architects & masons in disaster-resistant technologies.
- i) Knowledge networking on effective approaches, methods and tools in developing and promoting policy frameworks for Disaster Risk Management (DRM).
- j) Training and capacity building of administrative functionaries and other stakeholders in different facets of disaster management.
- k) Inclusion of disaster management in the school curriculum.
- l) Strengthening Public-Private Partnership for awareness generation and disaster preparedness and mitigation planning.
- m) Collaboration with professional bodies and associations for mainstreaming DM.
- n) Promotion of volunteerism for prevention, mitigation and preparedness [Civil Defence, NSS, National Yuva Kendra Sangathan (NYKS) etc.].

- o) To launch a media campaign on the 'Preparedness of Earthquake'.
- p) Any other work relating to the activities of DDMA.

## **Institutional Mechanism and Systems-**

Under the programme the following preparedness / activities are required to be carried out:

### **(i) Strengthening of Emergency Operation Centers (EOC):**

DDMA has set up a 24x7 disaster helpline (1077) to coordinate disaster response efforts. At present 12 Emergency Operation Centers (11 in Districts & 1 in HQ) are operational in Delhi. One State EOC is functioning at DDMA (HQ) 24 hrs x 7 days and 11 EOCs are functioning in 11 Districts of Revenue Department of Govt. of Delhi. The DDMA is working on transforming these EOC's into modern GIS based Emergency Operations Centers. One EOC is also proposed to be established in Delhi Secretariat.

### **(ii) Establishment of State Disaster Response Force (SDRF):**

The proposal for setting up of State Disaster Response Force (SDRF) on the lines of the National Disaster Response Force (NDRF) is under consideration. For establishing the State Disaster Response Force, as a first setup, the acquisition of land is required. Simultaneously, the manpower, creation of posts for different units etc is being worked out. DDMA is working towards development of a modern GIS based Emergency Operation Centre for increased effectiveness in disaster response.

The Ministry of Home affairs vide their letter dated 30.05.2013 has allocated funds to the tune of ₹ 5 crore for the creation of "State Disaster Response Funds". This fund will be in the nature of revolving funds which will be at the disposal of State Disaster Management Authority to ensure that different department of the State Govt. and the Districts Authorities take appropriate preparedness measures and provide rehabilitation and reconstruction assistance to the victims of any disaster.

### **(iii) Disaster Mitigation and Prevention:**

To create "State Disaster Mitigation Fund" and construction of Delhi Institute of Disaster Management (DIDM).

### **(iv) Establishment of Community Disaster Management Centers:**

The ever increasing population density of Delhi coupled with congested roads and lanes, pose a great threat to effectiveness of any response. Therefore, community response needs to be strengthened which would empower community for effective response of disasters. Community Disaster Management Centers required to be established in each subdivision of Delhi equipped with basic disaster response and relief equipments.

(v) **Disaster Management (DM) Lanes:**

Specific lanes of arterial roads of Delhi important from disaster management point of view are proposed to be notified as Disaster Management (DM) Lanes. The DM lanes will be demarcated and imprinted with specific design for identification purpose. People will be made aware to vacate the DM lanes and give way to Ambulances, Fire Brigades, Police Control Room (PCR) vans and vehicles of other emergency response agencies during the crisis time.

(vi) **Quick Response Vehicles (QRV):**

Toyota Innova Vehicles fitted with emergency response equipments and designed, fabricated and duly pasted with retro-reflected stickers have been deployed as Quick Response Vehicles in 11 Districts and HQ. More QRVs are proposed to be purchased in near future for an effective emergency response.

(vii) Quick Response Team (QRT)

(viii) Procurement of helicopters

(ix) Setting up of DDMA Secretariat

(x) Techno- Legal Regime

(xi) Modernization of the Disaster Management centers setup by Municipal Corporations of Delhi (MCD), NDMC etc.

(xii) Retrofitting of Life line building

**Disaster Preparedness and Response -**

Under the programme the following preparedness and response activities are required to be carried out:

**Construction of Warehouses:**

Under this activity, 04 State Level Master Warehouses are required to be constructed – one each in East/Trans Yamuna, North West Delhi, near the airport and Okhla / Badarpur area at an estimated construction cost of ₹ 34 crore for each warehouse. The purpose of these warehouses is to store medicine, major equipments and other materials to be used at the time of major disaster and to provide space for training of the officials of State Disaster Response Force (SDRF) at the time of disaster. The DDMA in collaboration with NDMA and UNICEF is working on the project of establishing master level and district level warehouses in Delhi. As per study done by UNICEF, it is estimated that around 22 acre plot will provide adequate space for a master warehouse with sufficient potential for expansion as required. The plot of land includes provision of minimum 6M setback for fire service and parking lot for 30 to 40 tracks, space for adequate maneuvering space for training ground and office space. Besides 4 major Warehouses, 33 sub-divisional warehouses are also required to be constructed one in each of the 33 sub-divisions of Delhi to serve the purpose at the time of disaster.

## **Emergency Flood Response and Rescue Centre:**

To meet the futuristic demand for more boats, divers, safety equipments and need for housing disaster related infrastructure, proposal for renovation and modernization of existing boat club as an Emergency Flood Response and Rescue Centre has been approved by Hon'ble Lt. Governor. Department is in the process of improving its preparedness for an effective and efficient response and to take a number of measures including year round training of personnel for rescue and relief work during floods, sailing and land training, storage & maintenance of large fleet of Boats and trained personnel etc. A Central Flood Control Room has been established in District Easton 24x7 basis alongwith deployment of Nodal Officers from all the line departments on rotational arrangement basis.

Also construction of Disaster Management Training Centre at Rajokri, New Delhi is under progress.

### **4. Grant-in-Aid to Delhi State e-District Implementation Society for e-District Project :-**

Annual Plan Outlay 2015-16 : ₹ 300.00 Lakh

To eliminate possible corruption and delays in issuance of various certificates at the SDM's offices a new "e-District" project has been launched for ensuring delivery of certificates / documents to the public through single window system in time bound manner. The entire process of issuing certificate issue has been computerized. The system for verification which has been a major source of corruption will henceforth be carried through e-systems. In order to make these services user friendly, the department in e-district project is giving options to the public to file documents through system only and they will be informed about the status of the application on daily basis, as well as through SMS alert. The Executive Magistrate will issue the certificate through digital signature. Citizens can take authenticated copies of certificates any number of times.

"e-District" is one of the 31 Mission Mode Projects (MMPs) under the National e-Governance Plan (NeGP), with the Department of Information Technology (DIT), Govt. of India as the Nodal Department, to be implemented by "Delhi State e-District Implementation Society (e-IDS)" over a period of 4 years. This MMP project aims at electronic delivery of identified high volume citizen centric 26 services, which are not part of any other MMP, to citizens at their door steps at district and sub-district level. "e-District" has been envisaged by Govt. of India as automation of workflow and internal processes of district administration processes with the possibility of seamless integration of various services covered under the project like Certificates, Redressal of Right to Information, Ration Card/PDS, Social Welfare Services, Dues & Recoveries, NOC, Marriage Registration and Relief & Rehabilitation. Eleven certificates have been redesigned and Business Process Reengineering (BPR) has been developed. The e-District application will be integrated with the databases of the other line departments to ensure easier and faster validation of citizen information. An Executive Committee has been formed to monitor the performance of the Project. The project is proposed to be rolled out in CFY 2015-16.

This project was approved by GOI at a total estimated cost of ₹ 3152.57 lakh out of which DeitY (Department of Electronics & Information Technology, GOI) share is ₹ 2364.94 lakh as Grant-in-Aid & ACA (Additional Central Assistance) amount is ₹ 787.63 lakh from Ministry of Communication & Information Technology, GOI.

However, the total amount proposed by Divisional Commissioner's Office for this project is ₹ 3259.53 lakh. Therefore the difference amount of ₹ 106.96 lakh is to be borne by GNCTD. A provision of ₹ 3 crore has been made in the Annual Plan 2015-16 under plan scheme "GIA to Delhi State e-District Society for e-District Project". The funds will be released on receipt of ACA installments and corresponding share of differential amount after receiving of ACA.

## **5. Renovation / Modernization and Relocation of SR / DC & SDM offices (by Department through DTTDC, I&FC and DSII DC):-**

Annual Plan Outlay : ₹ 3000.00 Lakh (Capital)

The Revenue Department in its endeavor to ensure best kind of administrative practices proposes to have the following activities during the year 2015-16:-

- (i) **Redevelopment / Renovation of Buildings / Offices:** The department proposes to establish new buildings for each district and sub division with the best of amenities and facilities. These buildings will be closer to public and easily accessible as well. The quality of amenities and facilities will provide better environment for the public and also enable better service delivery system.
- (ii) **Expansion of district offices:** Districts are the executive organs of Revenue Department which have maximum interface with public and perform field functions. Two new districts namely Shahadra and South-East have also been created vide notification dated 11.09.2012. For these two new districts and six sub-division / Tehsils, purchase of the land from DDA and construction of two new districts has been proposed.
- (iii) **Independent offices of SDMs:** SDMs are the key functionaries at sub-division level performing multifarious functions including judicial functions with emergent kind of role-set. Over the years, a need has been felt to strengthen the office of this functionary at the sub-division level.
- (iv) **Up-gradation of existing SR Offices and creation of more SR Offices:** Office of Sub-Registrar is a very important and prominent office interacting directly with the public for the purpose of registration of various kinds of documents including sale deeds. These offices are also a major revenue earner for the government by collection stamp duty and registration fee. First SR office started in 1860 at Kashmiri Gate in Delhi. At present there are 18 SR offices. In order to meet the requirements, the department plan to establish more SR offices in each sub-division making the total number of 33. All these SR Offices shall be set up with accompanying building (i.e. land and construction), infrastructure and requisite staff. The Department has already upgraded/modernized 12 SR offices as e-SR upto 25.05.2015 to give better access of Government services to the citizens and 3 more are under process. The appointment for registration can now be taken online. Given the changing

profile of the city, infrastructural development, creation of more residential and commercial spaces by private organization as well as government agencies, the work related to registration of documents is bound to increase manifold in coming years.

- (v) **Decentralization of Nazarat Branch:** At present there is one centralized District Malkhana / Nazarat Branch functioning under the control of Head Quarter of Revenue Department. The decentralization of Malkhana to each district will facilitate the public / police as well as revenue officers / staff. In addition, the security of these buildings needs to be looked after by the paramilitary organization like CISF, ITBP etc.

## **DIRECTORATE OF CIVIL DEFENCE**

Annual Plan Outlay : ₹ 124.00 Lakh (Revenue)  
: ₹ 676.00 Lakh (Capital)

The Civil Defence in India started in the year 1962 passed through several phases before coming of age in 1985. The Civil Defence is to be organized as an integral part of the Defence of the country with the aims of (a) to save life (b) to minimize to damage property (c) to maintain continuity of production and (d) to keep up the high morale of public. The Lt. Governor of NCT of Delhi vide notification No. F.No. 1/50/20089/HG-913-23 dated 05.03.2009 separated the Directorate of Civil Defence from Directorate of the Home Guards and placed it under the control of Divisional Commissioner, Delhi w.e.f. 01<sup>st</sup> January 2011. The above said notification also empowered the Divisional Commissioner to be the commanding and controlling authority for all purposes and for the purposes of the Civil Defence Act. 1968 and rules made there under in the National Capital Territory of Delhi. Keeping in view the growing attachment of common man and identification of the Civil Defence activity by them the department proposes the following programs and activities to strengthen the same during Annual Plan 2015-16.

### **1. Development of Civil Defence Central Training Institute (C.T.I.) HQ / District Offices**

In the present scenario, the basic requirement of Civil Defence is to have its own Central Training Institute (CTI) at centralized, headquarter and district level. At present about 70,000 Civil Defence Volunteers are enrolled and this number is increasing day by day. To cater training schedules of these volunteers various advance training programmes are being carried out throughout the year. Keeping in view necessity of separate Central Training Institute for Civil Defence, a Gram Sabha land measuring 20 acre (approx.) has been allocated by Directorate of Panchayat at Village Bajidpur, Bawana (North District) for construction of Civil Defence Headquarter & Training Center.

Besides development of Central Training Institute, it is also required to develop 11 Civil Defence District Regional Centers and 52 Zones of Directorate of Civil Defence in Delhi. The broad functions of each District of Civil Defence office by and large cover following area viz:-

1. Enrolment of Civil Defence Volunteers/ Wardens.
2. Conduct Basic training.
3. Organize mock drill.
4. Awareness programme at RWA/ Market Association/ College etc.
5. Mustering exercises.
6. Meetings.
7. Rescue/ Relief operations.
8. Deployment of Civil Defence volunteers.
9. Establishment and Administration.
10. Dress/Band Equipment/ Jacket.

To meet out above mentioned requirement i.e. development of Central Training Institute and Civil Defence HQ, a sum of ₹ 5 crore is allocated under Capital Head for the Annual Plan 2015-16.

## **2. Strengthening of staff of Civil Defence Central Training Institute (CTI) / HQ / District Staff**

The main objective of the Civil Defence is to spread awareness amongst the masses about the calamities either man made or natural. Hence the basic concept of Civil Defence came into the light keeping in view the necessity to train civilians to handle any type of calamities. In the city like Delhi, which is not only the Metropolitan city but also serves as national capital, it is mandatory that the organizations like Civil Defence must be strengthened to face the problems of terrorism and disaster inch to inch i.e. from earthquake to collapse of building.

## **3. Training Equipments required for Central Training Institute & District Training Centers**

It is proposed to procure the below mentioned equipments / articles so that any type of rescue / relief operations be carried out in an efficient/ proper manner. Below listed equipments are also required to carry out training of Civil Defence volunteers/ wardens:

- A. Siren System.
- B. Audio-visual equipment for community education.
- C. Personal protective clothing and equipment.
- D. Rescue equipment.
- E. Communication equipment:-
  - (a) Internal radio communication.
  - (b) External radio communication.

#### **4. Vehicles and Machinery & Equipment required for Central Training Institute, Headquarter & District Training Centers**

Civil Defence volunteers / wardens are earmarked as first responder during any kind of disaster (manmade / natural). This purpose cannot be fulfilled without availability of transportation / vehicles. Hence it is proposed to provide all the 11 Districts & CTI/ HQ with the appropriate vehicles so that Civil Defence volunteers / staff may be able to reach at incident place as and when required.

### **CENTRALLY SPONSORED SCHEMES**

#### **1. Revamping of Civil Defence - CSS**

Annual Plan Outlay : ₹ 50.00 Lakh

The Civil Defence (CD) in India started in the year 1962 and was being organized as an integral part of the Defence of the country with the aims of (a) to save life (b) to minimize to damage property (c) to maintain continuity of production and (d) to keep up the high morale of public. The Directorate of Civil Defence was separated from Directorate of the Home Guards vide notification no. F.No. 1/50/20089/HG-913-23 dated 05.03.2009 and placed under the control of Divisional Commissioner, Delhi w.e.f. 01<sup>st</sup> January 2011. The said notification empowered the Divisional Commissioner to be the commanding and controlling authority for all purposes and for the purposes of the Civil Defence Act. 1968 and rules made there under in the National Capital Territory of Delhi.

The Centrally Sponsored Scheme “Revamping of Civil Defence” started in the year 2009 by MHA, GOI. The scheme consists of various components namely, up-gradation/strengthening of CTI, Strengthening of Civil Defence setup in Multi Hazard Districts (MHDs), Re-orientation of Civil Defence, publicity and awareness of Civil Defence in general public. Further, Directorate of Civil Defence had organized the training camps and demonstration which could help to attain the object the Civil Defence in common man.

#### **Components of the CSS “Revamping of Civil Defence” to be implemented in the year 2015-16:**

##### **1. Up-gradation / strengthening of New/ Existing institutes**

The basic and initial requirement of Civil Defence is to have its own Central Training Institute (CTI) at centralized Head Quarter and district levels, which is already planned under State Plan Head. However, the Directorate requires funds for the repair/renovation of physical infrastructure etc. which will be met under CSS fund.

##### **2. Strengthening of CD Setup in MHDs**

The main objective of the Civil Defence is to spread over the awareness amongst the masses about the calamities either man made or natural. Civil Defence as it is clear from its name itself “Defence of Civilian”. Hence the basic concept of Civil Defence came into the light keeping in view the necessity to train civilians to



handle any type of calamities. In city like Delhi, which is not only the Metropolitan city but also serves as national capital, its mandatory that the Civil Defence must be strengthened to face the problems of terrorism and disaster inch to inch i.e. from earthquake to collapse of building.

At present, two districts namely South East and North East, which are more prone to natural calamities therefore, the funds under the CSS released by MHA, GOI is required to be utilized to face any problem/calamities with full confidence and activeness.

### **3. Re-Orientation**

Special enrollment drives were organized in the North East and South East Districts (MHDs) for the enrollments of volunteers where less numbers of persons were taking interest in the working of Civil Defence.

### **4. Pilot-project**

Under this project the staffs from Directorate of Civil Defence were sent to the NCDC, Nagpur for the training and they were trained as Master Trainers. These Master trainers trained the Civil Defence Volunteers in specialized courses to help local police and local persons in case of emergency arise in the area.

### **5. Publicity and awareness**

For the publicity of Civil Defence project and creation of awareness among the general public, different types of methods were used for this purpose. Publicity was made through printed material to electric media. Awareness camps were organized in different parts of Delhi including Schools, Colleges, through NGOs, institutes in which volunteers participated with their full strengths and showed their ability.

### **6. Training camps/Exercises/Demonstration**

The Directorate of Civil Defence is regularly organizing the Training Camps/Exercises Camps and Demonstration Camps in different districts in which volunteers from all the districts took part. In these camps PTIs and guest faculties including retired Civil Defence officers are also invited to give benefits of their experience to the volunteers. These programmes get financed on equal sharing basis between Central Govt. and State Govt.

This CSS is funded by Ministry of Home Affairs, Govt. of India and comes under 66 re-structured schemes namely "National Scheme for Modernization of Police and other forces". The funding ratio between Centre & State for this scheme is 50:50.

## **2. National programme for capacity building for earthquake risk management - CSS**

Annual Plan    Outlay                    :       ₹ 50.00 Lakh

Traditionally, India has been vulnerable to various natural hazards on account of its unique geo-climatic conditions especially earthquakes, which is considered to be among the most destructive with the potential of inflicting huge losses to life and property. Almost the entire Gangetic plain and some parts of Rajasthan including the Capital of the Country are in seismic zone IV. Rapid urbanization and unplanned development has led to the situation that millions of people in various parts of the country are at risk from earthquake.

The steps being taken by the Government. The approach has been translated into a National Disaster Framework [a roadmap] covering institutional mechanisms, disaster prevention strategy, early warning system, disaster mitigation, preparedness and response and human resource development. The expected outputs, areas of intervention and agencies to be involved at the National, State and District levels have been identified and listed in the roadmap.

Ministry of Home Affairs in the Government of India, has formulated the national programme – “National Programme for Capacity Building for Earthquake Risk Management”. The programme underlines the shift of focus in disaster management from post disaster relief and rehabilitation to pre-disasters risk mitigation.

The overall goal of the programme is sustainable earthquake risk reduction in the country. The project aims to enhance the preparedness of the nation to face earthquakes and to reduce the loss to life and property caused by earthquakes. Ministry of Home Affairs, Government of India will execute the programme in collaboration with States/ UT Administrations. The national nodal agency, MHA will provide support to strengthen National Programme for Capacity Building for Earthquake Risk Management. The State Government would provide support for the successful implementation of the programme.

This CSS is 100% funded by Ministry of Home Affairs, Govt. of India and comes under 66 re-structured schemes namely “National Scheme for Modernization of Police and other forces”.

### **3. Computerization of land records - CSS**

Annual Plan Outlay : ₹ 132.06 Lakh

National Land Record Modernization Programme (NLRMP) envisages computerization of land records, digitization of cadastral maps, updation of survey and settlement records, computerization of property registration and setting up of modern record rooms etc. Computerization of land records of all villages of Delhi is under progress and will be completed in a phased manner.

This CSS is 100% funded by Department of Land Resources, Ministry of Rural Development, Govt. of India and comes under 66 re-structured schemes namely “National Land Record Management Programme (NLRMP)”. An amount of ₹ 1,32,06,000/- has been received from GOI during March 2015.

## **Objective:**

- i. National Land Records Modernization Programme (NLRMP) for training of all the revenue Staff in the digitization process, recruiting a team of Data Entry Operators (DEOs) and purchasing requisite infrastructure (Servers, PCs, UPS, Printers, Scanners, biometric devices etc) for making the project functional at the Tehsil level.
- ii. Digitization of Khasra Girdawari/crop statements and Field Measurement Book (FMB) through the Khasra Girdawari Module of DLRC and FMB module of DLRC.
- iii. Digitization of the cadastral maps of the rural villages maps/Sizra of all the villages for better planning and records which will be integrated with the computerized land records so that there will not be any confusion of identifying the concerned Khasra Number/property.
- iv. Availability of Khatauni/RoR, Khasra Girdawari/Crop Statements and Cadastral Map of each Khasra number/property on the Website of Delhi Govt.
- v. Taking up this programme in all the Revenue Villages of all Districts of Delhi.
- vi. Finally to integrate the computerized land records with the Sub-Registrar offices for initiating automatic mutation process for continuous updating of records by making necessary amendments in the Delhi Land Reforms/Revenue Acts and ultimately move towards a clear title system from the current presumptive title.

## **Achievements:**

Basic data of land record of 227 villages has been entered and authenticated upto September, 2005. Details of the district wise village are as under:

	<b>Districts</b>	<b>Total No. of Villages</b>
(a)	North	8
(b)	South	26
(c)	North West	81
(d)	West	13
(e)	North East	21
(f)	South West	72
(g)	East	6

## **DEPARTMENT OF TRADE & TAXES**

Annual Plan Outlay	:	₹ 4000.00 Lakh
Revenue	:	₹ 3000.00 Lakh
Capital	:	₹ 1000.00 Lakh

### **a. Strengthening of computerization system and modernization of Trade & Taxes Department**

Annual Plan Outlay	:	₹ 3000.00 Lakh
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For strengthening of computerized system and modernization of the Trade & Taxes Department, a new plan scheme has been initiated for strengthening of various activities of Trade & Taxes Department with the aim of substantial improvement in revenue collection and to curb the tax evasion. The objective of the scheme is to implement, maintain and enhance the Mission Mode Project - Commercial Taxes (MMPCT) under National e-Governance plan of GOI for providing a citizen friendly and effective delivery of services. Following works will be carried out under the scheme:-

- i. Commissioning and Modernization of the Check post by installation of number plate reader and weight-in-movement equipments at borders so as to plug the leakage of revenue – Estimated cost ₹ 26.25 crore
- ii. Digitization of records of the department to create paperless office – Estimated cost ₹ 11.55 crore. The Department proposes to go for paperless automation solution for automation of DAK Management, File Movement and Tracking System and to digitize the old documents across the zones/branches of the department and to archive into a central Document Management System (DMS) repository for quick retrieval because of the raising volume of physical documents inside the Trade and Taxes Department.
- iii. Modernization of DVAT and setting up of call centre – Estimated cost ₹ 5.25 crore
- iv. Up-gradation of hardware, software and renewal of software licenses to cope up with latest technology in the field – Estimated cost ₹ 1.05 crore
- v. Creation of posts to cope up with the increased workload and for smooth functioning of all activities – Estimated cost ₹ 2.10 crore

#### **b. Capital Works**

Annual Plan Outlay 2015-16 : ₹ 1000.00 Lakh (Capital)

##### **(1) Vyapar Bhawan Annexe**

To construct new building on the land adjacent to Vyapar Bhawan. No expenditure is incurred till date. Construction will start after approval from MCD and completion of other codal formalities.

##### **(2) Renovation and Maintenance of Building**

The work for Renovation / Maintenance of building has already been started. Renovation/replacement of lifts, renovation of floors, installation of CCTV and misc. repairs etc.

#### **DELHI FIRE SERVICE**

Annual Plan Outlay 2015-16	:	₹ 7504.11 Lakh
Revenue	:	₹ 4354.11 Lakh
		(Including ₹ 4.11 lakh under CSS)
Capital	:	₹ 3150.00 Lakh
		(Including ₹ 650 lakh for Machinery & Equipments)

The Delhi Fire Service is providing fire prevention and safety services to the people of national Capital territory of Delhi through 56 fire stations and functioning under the Administrative Control of Govt. of NCT of Delhi. However, the growth in population and infrastructure besides trades / industries, high rise buildings has resulted in the extension of the urban area and increase in the quantum of fire risk. Ever high standard of living has further increased the fire load, total number of vehicles on road thereby requiring a bigger infrastructure for the fire service to cope up with the increasing number of fire accidents. Keeping in view, the Govt. of NCT of Delhi has decided to increase the number of fire stations from 56 to 70 in the 12<sup>th</sup> five year plan and strengthen & modernize the existing resources to cope up with the complex operational requirements.

## **REVENUE PLAN :-**

Recruitment of Fire Operators and promotion of Sub-Officer & Leading Fireman to be completed during 2015-16. Beside this General Admn. Staff, Academy Staff & Fire Prevention Wing Staff will also be required for smooth running and functioning of all District Offices as well as Headquarters of Delhi Fire Service. The staff is also required for computerization of entire Delhi Fire Service.

A number of fire fighting appliances and equipments have been proposed for condemnation and are out of the fleet. It is proposed for procurement of following fire fighting vehicles and equipments for fire fighting and similar other purposes:

- (i) Hydraulic Platform / TTL
- (ii) Water Tenders including Chassis
- (iii) Small Water Tenders including Chassis
- (iv) Water Bourse
- (v) Multi Outlet Breathing Apparatus Compressor
- (vi) Hydraulic Cutting Tools For Disaster Management
- (vii) Crash Tender
- (viii) Portable Pumps

It is proposed for procuring the Global Positioning System (GPS), Computers and Software, digitization of personnel & fire risk data, deployment of resources data, personnel protective fire resistant gears viz. fire resistance protective clothing, fire fighters gum boots, helmet with visor, FR gloves, foam compound, dry powder, small gears & other materials required for firefighting along-with day-to-day repairs and maintenance of fire fighting vehicles including re-furbishing.

## **CAPITAL WORKS:-**

Construction work of fire stations & staff quarters is in progress / likely to continue at the following locations:

During the year 2015-16, construction work of fire stations & staff Quarters is likely to continue at the following locations:

- 1 Annad Parbat
- 2 Jasola Badar Pur
- 3 Geetanjali Enclave (Malviya Nagar)
- 4 Dwarka Sector – 3
- 5 Dwarka Sector – 20
- 6 Vasant Kunj
- 7 Yamuna Vihar
- 8 Chandrawal Water Works
- 9 Sanjay Gandhi Transport Nagar
- 10 Geeta Colony Workshop Fire Station
- 11 Udyog Nagar, Peera Garhi

Beside above some expenditure is also proposed to incur on renovation, addition & alteration of existing fire station buildings and staff quarters. Apart from the above – it is proposed to re-construct the Headquarters building, Shahdra Fire Station, Shyama Prasad Mukherjee Marg Fire Station and construction of Staff Quarters at Kirti Nagar, Janak Puri, Geeta Colony. In addition, the land allotment is expected from DDA at following locations for construction of fire station and staff quarters:-

1. Mahipal Pur
2. Shalimar Bagh
3. Pitam Pura
4. Golden Park Rohtak Road
5. Saket District Centre
6. Netaji Subhash Place, District Centre, Wazirpur

Delhi Fire Service also proposes to construct a Fire Training Centre to fulfill its statutory obligation under section 29 of Delhi Fire Service Act 2007 (Delhi Act 2 of 2009) at Budhanpur Mazra, North-West district, Delhi. A piece of about 15 acres of land, belonging to the Goan Sabha, has been allotted to Delhi Fire Service for setting up of Training Centre. The proposed training facility shall have state-of-art training facilities including several indoor and outdoor training to prepare the firemen for the likely future challenges in industries, high-rise structures, malls & multiplexes, large hospitals, multilevel parking, underground and elevated metro rail stations, oil & gas fires etc.

Delhi Fire Service also proposes to upgrade and modernize its communication facilities and opening of 3 Fire Control Rooms One each for the 3 Fire Zones as per the Delhi Fire Service Act 2007. In 2015-16, the preliminary work would be done concerning technical feasibility, equipment / system requirement, man power requirement and obtaining necessary approval of the Competent Authority.

## **Procurement of Equipment for Training - CSS**

Annual Plan Outlay 2015-16 : ₹ 4.11 Lakh

The Delhi Fire Service is providing fire prevention and safety services to the people of national Capital territory of Delhi through its fire stations and functioning under the Administrative Control of Govt. of NCT of Delhi. However, the growth in population and infrastructure besides trades / industries, high rise buildings has resulted in the extension of the urban area and increase in the quantum of fire risk. Ever high standard of living has further increased the fire load, total number of vehicles on road thereby requiring a bigger infrastructure for the fire service to cope up with the increasing number of fire accidents. Keeping in view, the Govt. of NCT of Delhi has decided to strengthen & modernize the existing resources to cope up with the complex operational requirements. General Admn. Staff, Academy Staff & Fire Prevention Wing Staff will also be required to get trained for smooth running and functioning of all District Offices as well Headquarters of Delhi Fire Service.

Under this CSS, a grant of ₹38,26,556/- was received from DGCD (Fire Project Cell), Ministry of Home Affairs, GOI during the year 2011-12. The demand draft received from GOI was deposited with Controller of Accounts, GNCTD for credit to the Govt. The overall position of fund is as below:-

<b>Financial Year</b>	<b>Funds allotted by GOI under CSS &amp; received by GNCTD</b>	<b>Budget Provision made in the Demand Book</b>	<b>Expenditure incurred</b>	<b>Balance amount</b>
2011-12	38,26,556/-	--	Nil	38,26,556/-
2012-13	Nil	20,00,000/-	19,47,164/-	18,79,392/-
2013-14	Nil	18,00,000/-	10,10,800/-	8,68,592/-
2014-15	Nil	8,68,592/-	4,57,592/-	4,11,000/-
2015-16	Nil	4,11,000/-	--	--

An amount of ₹ 4,11,000/- is still unspent under the scheme with respect to original allocation of GOI and is supposed to be utilized in current financial year.

This CSS is 100% funded by Ministry of Home Affairs, Govt. of India and comes under 66 re-structured schemes namely "National Scheme for Modernization of Police and other forces".

## **DEPARTMENT OF LAW AND JUDICIAL**

Annual Plan Outlay 2015-16 : ₹ 2600 Lakh

### **I. High Court**

Annual Plan Outlay 2015-16 : ₹ 200 Lakh

The components of the scheme are as under:-

- 1) Digitalization of old records
- 2) Gbps LAN / Up-gradation of existing LAN
- 3) e-Court / e-Filing Project

## **II. Family Court**

Annual Plan Outlay 2015-16 : ₹ 1200 Lakh

Establishment of Family Courts with a view to promote conciliation and speedy settlement of disputes relating to the marriage and family affairs. The major component of the scheme is salary of judges & subordinates staff and establishment expenditure.

## **III. Computerization of District Courts**

Annual Plan Outlay 2015-16 : ₹ 300 Lakh

Government of Delhi has been providing funds for the computerization of District and Session Court under plan. The computerization of Delhi District Court was initiated in the year 2003-04. In order to centralize the database, a Local Area Network and Server Room was established. Digitization Project initiated in January 2012 to have records in digitized manner. National Informatics Centre has developed custom software based on requirements of District Courts, Delhi for providing IT based infrastructure and quick reference to Judges for speedy justice. Case-list, judgments and daily orders were made available on the District Court Website. Provision of real-time web casting of e-courts trials and TFT/LCD monitors on dias to monitor and correct the evidence judgments/orders.

First ever paperless model e-court started functioning at Karkardooma Court Complex and now one such court has already been established in each District. The projects e.g. 'Centralized Filing Counter', 'E-kiosks' and 'De-duplication of Cases U/s 138 N I Act' have been accomplished. It is further proposed to implement new plans e.g. Interconnectivity of Courts for implanting central database, SMS Case Enquiry System, Digital Archiving of Judicial Records and its metadata, hiring of manpower, purchase Dictaphones, purchase of digital signatures for judicial officers, purchase of computers, and enhancement of leased line, etc.

## **IV. DELHI JUDICIAL ACADEMY**

Annual Plan Outlay 2015-16 : ₹ 500 Lakh

Delhi Judicial Academy (DJA) functions under the aegis of High Court of Delhi. DJA imparts judicial education and training to the newly inducted and in-service officers of the Delhi Higher Judicial Service (DHJS) and Delhi Judicial Service (DJS). It has also been conducting training programs for judicial officers/officials from other countries and from other states of India.

DJA from its inception till December 2013 was functioning from the Karkardooma District Court Complex. In January 2014 it shifted to the DJA-NLU Integrated Complex in Sector-14, Dwarka, New Delhi.



The components of the scheme are as under:-

- 1) To conduct Training Programmes, Refresher Courses, Workshops, Environment Awareness & Cultural Contact Retreats
- 2) Recruitment of sanctioned staff and extension of teaching faculty
- 3) To meet out office contingent expenses
- 4) Purchase of Computers, Printers and Other computer Accessories and Audio Visual Equipments etc.
- 5) Completion of Guest House, Delhi Judicial Academy, Officers Hostel including mess, club Houses, Directors residence, Academic Block, Cafeteria and Pantries in Dwarka Complex
- 6) Full furnishing of the new building including Judicial Hostel and installation of equipments at Sector-14, Dwarka as the Academy is functioning from new campus at Dwarka Sector-14 after getting shifted from Karkardooma Courts Complex.

## **V. Delhi Dispute Resolution Society**

Annual Plan Outlay	:	₹ 400.00 Lakh
Revenue	:	₹ 370.00 Lakh
Capital	:	₹ 30.00 Lakh

Delhi Dispute Resolution Society (Regd.) (DDRS) under the Department of Law, Justice & L.A., Govt. of N.C.T. of Delhi, came into an existence in November 2009 with the objective of providing alternative forum for resolution of disputes of the public at large before approaching the Court of Law.

The components of the scheme are as under:-

- 1) Setting up of District Mediation Centers in all remaining District of Delhi
- 2) Recruitment of staff for headquarters and its various Mediation Centers and upcoming Mediation & Conciliation Centers
- 3) Hardware, software for office computerization
- 4) Furniture for upcoming Mediation Centers
- 5) Engagement of Advocate Mediators for the upcoming projects
- 6) Advertising and Publicity
- 7) Awareness, Seminars for RWAs, NGOs and Public personalities and persons working in the field of mediation for awareness
- 8) Short-term programmes for community mediation
- 9) Organizing of 40 Hours Mediation Training Programmes to have trained mediators
- 10) Refresher courses for the Mediators every month

## **DELHI SUBORDINATE SERVICES SELECTION BOARD (DSSSB)**

Annual Plan Outlay	:	₹ 1747.00 Lakh
Revenue	:	₹ 1697.00 Lakh
Capital	:	₹ 50.00 Lakh

The Board was established by the Government of Delhi vide Resolution dated 4.10.1996. The Board commenced its functioning from July, 1997. The board was entrusted for the recruitment of all Group 'B' non-gazetted and Group 'C' posts of all the Departments of Delhi Government and Local/Autonomous Bodies under the Govt. of National Capital Territory of Delhi. Recruitment of B and C posts of MCD, NDMC and TRANSCO and GENCO along with preparation, moderation, printing of question papers and evaluation of examinations is also assigned to the Board. The Board has been incorporated with the purpose of recruiting capable, competent, highly skilled individuals by conducting written tests, professional tests and personal interviews wherever as desired. The Board is committed to develop selection and recruitment procedures that confirm to the global standards in testing, and promise selections by all fair means, of the most competent, capable, and skilled individuals for user departments. Result processing with document scanner with integrated software has been adopted for ensuring accuracy. Online Job Application Recruitment Process (OARS) as approved by IT Department has been started.

DSSSB has proposed to construct a new office building adjacent to its present building at Karkardooma for which proposal for purchase of land measuring 370 sqm at an estimated cost of ₹ 28.13 lakh from DDA is under consideration.

### **General Administrative Department (GAD)**

Annual Plan Outlay 2015-16: ₹ 1416.83 Lakh (including ₹ 1413.83 lakh under CSS)

#### **(I) Library**

Annual Plan Outlay 2015-16 : ₹ 3.00 Lakh

To manage the works of Library situated in the Delhi Secretariat.

#### **(II) Delhi Computerization of Police Service Society for Crime and Criminal tracking system – CSS**

Annual Plan Outlay 2015-16 : ₹ 1413.83 Lakh

Availability of relevant and timely information is of utmost necessity in conduct of business by Police, particularly in investigation of crime and in tracking & detection of criminals. Therefore there is a need for expanding the functional applications,

widening the territorial spread and building in networking capabilities in the system, both from the angle of Management Information Systems (MIS) requirements and storage, collation, analysis and transmission/sharing of crime and criminals related information at the police station, District, State and Central levels. In this background, the Crime and Criminal Tracking Networking and Systems (CCTNS) Scheme was conceived and incorporated under the Centrally Sponsored Scheme (CSS). CCTNS aims at creating a comprehensive and integrated system for enhancing the efficiency and effectiveness of policing through adoption of principles of e-Governance and creation of a nationwide networking infrastructure for evolution of IT-enabled-state-of-the-art tracking system around 'investigation of crime and detection of criminals'.

This CSS is 100% funded by Ministry of Home Affairs, Govt. of India and comes under 66 re-structured schemes namely "National Scheme for Modernization of Police and other forces". As per MHA, the funds released for CSS, as is CCTNS, has to be transferred to the consolidated fund of the State/UTs (with legislature) concerned and then given to the implementing society / agency which in this case is "Delhi Computerization of Police Service Society". An amount of ₹14.43 crore has already been received from M/o Home Affairs, GOI during 2014-15.