

OTHER ADMINISTRATIVE SERVICES

This sector includes Plan Programmes being implemented by the departments of Training, Revenue department, Chief Electoral Office, Fire Department, Law & Judicial department, DSSSB etc.

The financial position of Approved Plan Outlay and Expenditure of 11th Five year plan, plan outlay of 12th Five Year Plan and Annual Plan 2012-13 is as under :

[Rs. in Crore]

Sector	11 th Five Year Plan (2007-12)		12 th Five Year Plan (2012-17)	
	Approved Outlay	Provisional Expenditure	Plan Outlay 2012-17	Plan Outlay 2012-13
Other Administrative Services	593.54	446.85	1566.00	288.10

A. DTE. OF TRAINING & UTCS

Plan Outlay

XII FYP : Rs.2000 Lakh

Annual Plan 2012-13 : Rs.660 Lakh

The Directorate of Training (Union Territory Civil Services) is the nodal department for training for officers/officials of the GNCTD and the local and autonomous bodies. As a State Administrative Training Institute, it conducts a number of staff development training programmes in accordance with the Training Policy of the Government. Following are the broad objectives /activities of the Directorate:

Proposed Target of 12th plan (2012-2017)

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. Setting up and upgradation of computer Lab
7. Yearly Publication of newsletter/magazine and also the Annual Report.
8. Establishment of Disaster Management Cell & upgradation thereafter

B. ELECTION DEPARTMENT

Plan Outlay

XII FYP : Rs.6500 Lakh

Annual Plan 2012-13 : Rs.2000 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. The implementation of this scheme will cover following activities.

3. **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 is 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.

4. **Voter Registration & EPIC Centers (VRECs)**

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 Registration and EPIC Centers (VRECs), one in each of the 70 Assembly Constituencies. But after implementation of delimitation of 70 Assembly Constituencies in 2008, VRECs of 15 have been got redundant; therefore, action has been initiated in the year 2010-11 to set up the VRECs in 15 Assembly Constituencies. At present there are seven Assembly Constituencies where VRECs are to be set up.

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

Govt. of NCT of Delhi and Election Commission of India has approved the setting up of Voter Registration and EPIC Center (VREC), one in each of the 70 Assembly Constituencies in NCT of Delhi. Each VREC will be manned by 8 officials. These officials are required to be trained on all the provisions of Election Laws and with the

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 1000 officials are deployed in case of Summary Revision and more than 10,000 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. In addition to this, during the conduct of General Elections to Assembly Constituencies or Parliamentary Constituencies in NCT of Delhi about 60,000 officials are deployed in the formation of Polling parties, Sector Officers, Asstt. Returning Officers, Returning Officers, Counting officials etc.

C. REVENUE DEPARTMENT

Plan Outlay

XII FYP : Rs.96980 Lakh

Annual Plan 2012-13 : Rs.16700 Lakh

The vision for Twelfth Five Year Plan

The Revenue Department has initiated a plethora of steps / schemes for better public service delivery, responsible Government, public grievance redressal mechanism, disaster management initiatives etc. The Revenue Department has also 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 public governance. The Revenue Department has long term vision to provide best kind of governance and implement the best kind of administrative practices to ensure responsible Government. In this process, the department is introducing structural and systemic reforms with futuristic ramifications where citizen shall identify the department as their very own institution.

1. Strengthening of District Offices and Headquarter

Plan Outlay

XII FYP : Rs.10000 Lakh under revenue head & Rs.30000 Lakh under capital head

Annual Plan 2012-13 : Rs.1800 Lakh under revenue head & Rs.5000 Lakh under capital head

Nine Districts with 27 sub-Divisions under the overall superintendence of Pr. 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. The basic objective, for which 9 districts had been created, would not be achieved if there is paucity of adequate staff and other infrastructure to cater to the need and requirement of the local public.

The revenue Department in its Endeavour to ensure best kind of administrative practices and as per its vision for 12th Five Year Plan proposes to have the following schemes:-

- (i) Redevelopment /Renovation of Buildings /Offices.
- (ii) Expansion of HQ: HQ is the nerve centre of Revenue Department.
- (iii) Expansion of district offices.
- (iv) Independent offices of SDMs.
- (v) Up-gradation of existing SR Offices and creation of more SR Offices will be taken up as per need.
- (vi) Decentralization of Nazarat Branch.

The Sub-Registrar Offices serve as a public interface of the Govt. functionary where general public visited for various purposes. It has been proposed to modernize the Sub-Registrar Offices with good facilities to the public who visited the office. Therefore, modernization and up-gradation of thirteen Sub-Registrar Offices has been proposed to be undertaken in 2012-12. A pilot project has been taken-up at the Mehrauli office at a cost of Rs5.82 crore as the first model Sub-Registrar office. It will be made ready on July 1, 2012. Rest of Sub-Registrar Offices will be completed by the year end for which a provision of Rs49 crore has been kept in the current financial year for this project.

2. District Development Committees [Minor Works]

Plan Outlay

XII FYP : Rs.2000 Lakh

Annual Plan 2012-13 : Rs.600 Lakh

Delhi Government had constituted a two-tier structure vide order dated 15.11.1999 comprising Apex Committee at the State level and 9 District Development Committees to encourage decentralization and decision making and provide a responsive and responsible administration by involving elected representatives of the area, Resident Welfare Associations, Deputy Commissioners and District Development Officer of other Department. The broad objectives of the Committee were to involve the people directly as well as through elected representatives in the process of planning, execution and monitoring of various schemes, projects and policies. Besides this, they are to provide and ensure balanced development of and equitable access to various facilities among the districts. In the process, it is to ensure empowerment of the officers of all departments including district administration with better control, supervision and monitoring of various schemes and accordingly lead to provide single window approach to the public with regard to various problems being faced by them and minimize delays on account of the multiplicity of authority in Delhi.

3. MY DELHI I CARE [Citizen Care for Habitat Fund]

Plan Outlay

XII FYP : Rs.6480 Lakh

Annual Plan 2012-13 : Rs.4500 Lakh

'My Delhi I Care Fund' has been created with the Deputy Commissioners (Revenue) of nine districts to enable the citizens to participate in upkeep and protection of their own habitat through partnership with the Government. Govt. started the 'My Delhi I Care Fund Program' so that development works required in each colony, habitat and locality may be suggested by the people through their RWA. The 'Fund' aims to attract citizen groups registered under the Bhagidari Scheme of Delhi Government to contribute through financial and other means in various micro projects and maintenance works, designed to improve their immediate environment-in the true spirits of Bhagidari. In view of the increasing number of requirements being proposed by Resident Welfare Associations in each District, an amount of Rs5 crore is allocated to each revenue district of Delhi. The Deputy Commissioner is required to release the money to the asset owning agencies / implementing agencies or to the Bhagidar citizens groups for execution of works.

The following nature of works which are permissible under the scheme can be directly executed through the RWAs associated with Bhagidari initiative as the execution of such works may not require specific technical expertise:-

- (1) Creation of recreational facilities for senior citizens like indoor games, TV. Newspapers, space for interaction (excluding construction activities)
- (2) Establishing public libraries and book banks (excluding construction activities)
- (3) Provision of signage inside colonies/markets
- (4) Establishment of children activity centre and benches in the public parks
- (5) Beautification of colony parks, roundabouts
- (6) Establishment of gymnasium and recreational facilities at community centre (as per approved rates by Directorate and sports) and
- (7) Maintenance of gardens

The above works shall be executed subject to the following conditions:

- (1) The proposed works can be executed by RWA which has been associated with Bhagidari at least for the last three years
- (2) The RWA should get its account audited as per terms and conditions of their registration. The RWA should have conducted regular election as per terms and conditions of their registration
- (3) RWA should be mandate to provide space for development as per scheme
- (4) Deputy Commissioner (Revenue) should ensure proper monitoring of expenditure and physical progress
- (5) Deputy Commissioner (Revenue) concerned may release fund directly to RWAs on the basis of an MOU with RWA as envisaged in the Delhi Parks and Gardens Society registered vide No. S/62922/2008

The limit of single development work is enhanced from Rs5 lakhs to Rs8 lakhs as per guideline issued vide letter No. F.CM/JS/2008/1922-1945 dated 04.09.2008. Only in exceptional cases where the cost of works exceeds Rs8 lakhs the previous sanction of the Divisional Commissioner will have to be obtained before forwarding the same to the asset owning / implementing agency. A monthly physical progress report in the prescribed proforma should be furnished by the executing agencies including RWAs to the Deputy Commissioner (Revenue) concerned under intimation to Divisional

Commissioner, GNCTD and Pr. Secretary to CM, GNCTD. Emphasis is to be given to complete the work within the same financial year and major works should be taken up latest by third quarter of the financial year in order to avoid spill over to the next financial year.

4. Bhagidari - Citizen Govt. Interface [Interactive Sessions & Workshops]

Plan Outlay

XII FYP : Rs.1500 Lakh

Annual Plan 2012-13 : Rs.350 Lakh

Normally most of the expenditure under this scheme is being made as per requirement of Chief Minister's office, which is conducting Bhagidari Workshops/Utsavs etc. or any other work related to that activity as per requirement of office of the Chief Minister. In accordance with the work allocated to the various DCs, expenditure is done by DC offices. However, monthly Bhagidari Meetings are held at the level of Distts. and one video conferencing per year for which nominal expenditure is made at the Distt. Level.

5. Disaster Management [DC Office HQ]

Plan Outlay

XII FYP : Rs.20000 Lakh

Annual Plan 2012-13 : Rs.1050 Lakh

Disasters are the grim reality of human life. The best antidotes to face and overcome the disaster problem is to inculcate capabilities of preparedness and quick response capacity in each individual. The shift in current years has moved from providing relief only to preventing disasters happening in the first instance or mitigating the impact to the minimal to creating of greater awareness and developing resources.

Disaster Management Act was enacted in the year 2005. Consequently, Delhi Disaster Management Authority (DDMA) was established vide notification dated 19.03.2008 of His Excellency of Delhi. DDMA functions under the chairmanship of Lt. Governor of Delhi and Chief Minister of Delhi act 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 Centres 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) Networking knowledge on effective approaches, methods and tools in developing and promoting policy frameworks for 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, NYKS etc.]
- o) Any other work relating to the activities of DDMA.

6. DIRECTORATE OF CIVIL DEFENCE

Plan Outlay

XII FYP :	Rs.12000 Lakh under revenue head & Rs.15000 Lakh under capital head
Annual Plan 2012-13 :	Rs.900 Lakh under revenue head & Rs.2500 Lakh under capital head

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.1/50/2008/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. 01st 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 programmes and activities to strengthen the same during 12th Five Year Plan and Annual Plan 1012-13.

6.1 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 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, 35 acres of land is required at centralized level. Besides, developments of Central Training Institute are also required to be developed in 11 Civil Defence Districts and 52 Zones of Directorate of Civil Defence 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.

6.2 Strengthening of staff of Civil Defence Central Training Institute (C.T.I.) /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.

6.3 Training Equipments required for Central Training Institute & District Training Centers

As on date all 11 Districts are running with old / outdated equipments, therefore 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. Audio-visual equipment for community education
- B. Personal protective clothing and equipment
- C. Rescue equipment
- D. Communication equipments
 - (a) Internal radio communication
 - (b) External radio communication

6.4 Training Programme for Civil Defence Volunteers at Central Training Institute/District Training Center

Training of Civil Defence Volunteer/warden is must during the present scenario to deal with various disaster eventualities. Therefore, below mentioned courses are required to be conducted:-

Sl. No.	Courses
1.	Basic course of CD/ Disaster Management
2.	Refresher/ Advance course
3.	Advance/ Specialized courses at NCDC/ Bangalore/ Others
4.	Mock Drill/ Mustering Exercises/ Competition/ Parades
5.	Formation of Quick Response Teams

6.5 Vehicles 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 following vehicles so that Civil Defence volunteers/ staff may be able to reach at incident place as and when required.

D. DELHI FIRE SERVICE:

Plan Outlay

XII FYP : Rs.35000 Lakh

Annual Plan 2012-13 : Rs.6000 Lakh

The Delhi Fire Service is providing fire prevention and safety services to the people of National Capital Territory of Delhi through 54 Fire Stations and functioning under the Administrative Control of Govt. of N. C. T. 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 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 station from 54 to 70. However, the work couldn't be completed in the 11th Five Year Plan and therefore, the project has been extended in the 12th Five Year Plan and as per the requirement of the Delhi Fire Service Act. The Fire Prevention Wing is also required to be upgraded and modernized.

CAPITAL WORKS

There is a target to construct 16 more fire stations building and staff Qrs. is likely to continue at the following location during 12th Five Year Plan i.e. 2012 – 2017.

A) During the year 2012 – 2013, construction work of fire stations and staff quarters is likely to continue at the following locations.

1. Anand Parbat
2. Jasola Badar Pur
3. Geetanjali Enclave (Malviya Nagar)
4. Dallu Pura
5. Dwarka Sector – 3
6. Dwarka Sector – 20
7. Vasant Kunj
8. Yamuna Vihar
9. Chandrawal Water Works
10. Sanjay Gandhi Tpt. Nagar

- (ii) Staff Quarters will also be constructed at the above fire stations.
- (iii) Beside above some expenditure is also proposed to incur on renovation & addition, alteration of existing fire station building.

B) Apart from the above – proposed re-construction of Head Quarters building, Shahdra Fire Station, Shyama Prasad Mukherjee Marg Fire Station and construction of staff quarters at Kirti Nagar fire station, Janak Puri, Geeta Colony and other additions & alterations to the existing fire station buildings is under consideration.

C) In addition, the land is expected for allotment by DDA at following location for construction of fire station and staff quarters:-

1. Mahipal Pur
2. Shalimar Bagh
3. Pitam Pura
4. Geeta Colony
5. Golden Park Rohtak Road
6. Civic Centre

D) **NEW PROJECTS**

1. Delhi Fire Service also proposes to construct a fire training centre to fulfill its statutory obligation under section 29 of the Delhi Fire Service Act 2007 (Delhi Act 2 of 2009) at Ghumman Hera, Najafgarh, Delhi is an about 25 acres of land to be acquired from Director, Panchayat being Gram Sabha Land. Thus Training Centre shall have state of art training facilities in fire protection both in terms of field module and class room simulator. In 2012 – 2013 it is proposed to procure land and preparation of the infrastructural facilities requirement.
2. 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 2012 – 2013, the preliminary work would be done concerning technical feasibility, equipment / system requirement, man power requirement and obtaining necessary approval of the Competent Authority.

REVENUE PLAN

(i) The recruitment of Fire Operators, Radio Telephone Operators and promotion of Sub-Officer & Leading Fireman but the recruitment of Fire Operators and promotion of Sub-Officer & Leading Fireman to be completed during 2012 - 2013

(ii) Beside above the General Admn. Staff, Academy Staff will also be required for smooth running and functioning of all Distt. offices as well Hqrs. of Delhi Fire Service. The staff is also required for computerization of entire Delhi Fire Service.

MACHINERY & EQUIPMENTS

The provision is proposed for procurement equipments / Special appliances required for 16 proposed fire stations. The details are as under:-

1. 42 m Aerial Ladder platform
2. Foam Tender with Chassis
3. Water Bouser 12 KL including Chassis
4. Water Tenders including Chassis
5. Small Water Tenders including Chassis
6. Break Down including Chassis
7. Portable Pump
8. Co2 Foam Tender Including Chassis
9. Fire Fighting Equipment
10. Hazmat Equipment
11. Fast Response Vehicles

It is also proposed for procurement of following fire fighting vehicles and equipments for fire fighting and similar other purposes:

- | | | |
|----|---------------------------------------|---------|
| 1. | 70 m Aerial Ladder platform | 1 No. |
| 2. | Dry Chemical Powder including Chassis | 1 No. |
| 3. | Water Tenders including Chassis | 15 Nos. |
| 4. | Small Water Tenders including Chassis | 10 Nos. |
| 5. | Break Down including Chassis | 1 No. |
| 6. | Portable Pump | 10 Nos. |
| 7. | Co2 Foam Tender Including Chassis | 1 No. |
| 8. | Fire Fighting Equipment | |
| 9. | Hazmat Equipment | |

E. Excise Department:

Plan Outlay

XII FYP : Rs.2000 Lakh under revenue head & Rs.1500 Lakh under capital head

Annual Plan 2012-13 : Rs.300 Lakh under revenue head & Rs.500 Lakh under capital head

I) AUTOMATION OF EXCISE, ENTERTAINMENT AND LUXURY TAX DEPARTMENT

Excise Department is second largest revenue generating Department of Govt. of NCT of Delhi. The Excise, Entertainment and Luxury of Govt. of NCT of Delhi is responsible for regulating liquor trade in Delhi and to optimize revenue collection from three tax streams; i.e. Excise, Entertainment and Luxury. The object of computerization of Excise, Entertainment and Luxury Tax department is to improve the effectiveness of control, scrutiny and monitoring of various activities, effective regulation in Delhi, provide information accurately, efficiently for better planning and management and improve the general efficiency of operations.

The Department is committed to automate various day today activities for the benefit of various types of licensees, cable operators, hoteliers etc. The automation of tasks started by this Department is as under:

1. Printing of Transport Permits of all licenses online through Departmental Website
2. Printing of Import Permits through Computers
3. Entry of Excise Verification Certificates (EVC) through Computers
4. List of Bonded Warehouses, Govt. Corporation vends, Private Vends, hotels, clubs, restaurants, cable operators, cinema hall & luxury tax payees have been made available on the Departmental Website
5. Price list & stock position of all IMFL & Beer brands have been made available on the Departmental Website
6. Availability of Information to the users regarding stock, EVC, Price list etc. through Touch Screen Kiosk installed at the reception of the Department
7. Acceptance of all types (Corporations, Hotels, Clubs, Restaurants, Private Vends) of Purchase Requests Online
8. Online Filing of Luxury Tax Returns (Monthly & Quarterly)
9. Other e-governance tasks and monitoring of ongoing regular activities

Excise Supply Chain Information Management System using 2D Bar Code for Liquor Sale in Delhi:

The Barcode infrastructure for Supply Chain Management of Liquor Sale in Delhi has been initiated by the Govt. of NCT of Delhi with the objective to make the system more transparent, efficient, effective and accountable with the help of Information & Communication Technology (ICT). After critical analysis of the technology available, Govt. of NCT of Delhi has decided that 2D serialized Bar coding may be implemented which is used all over the world in Supply Chain Management Systems. The project will bring about 'On Line Management Information System' of key Excise Information parameters, which will be efficient, effective and more transparent in regulation of Bonded Warehouses and Liquor points of sale. The agreement between Implementing Agency and Excise Dept. for Excise Supply Chain Information Management System (ESCIMS) has been signed on 8th Nov'2011. The Dept. has to provide Civil & Electrical infrastructure to Implementing Agency for development and test environment for Excise Supply Chain Information Management System (ESCIMS).

II) Strengthening of Excise Intelligence Bureau (E.I.B.), Excise Department

As per Section 6(2) of Delhi Excise Act, 2009, the Excise Intelligence Bureau shall –

- a. Collect intelligence, keep surveillance and maintain information of excise offences;
- b. Collect and disseminate information regarding prominent excise offenders and history sheeters;
- c. Detect, monitor detection, investigation and trial of offences under this Act.

The functions of EIB have increased many folds over a period of time but its strength has remained the same for the past two decades. In view of the above EIB also needs strengthening. There are various border points which need to be manned. The Border points adjoining to Outer Distt. and North West Distt. are more vulnerable and have become the heavens for liquor smugglers. In view of the huge task of enforcing Excise Law in Delhi and to prevent smuggling illicit liquor from the neighboring states and border areas, the EIB is required to be strengthened adequately with additional man power during the plan Period 2012-17. At present EIB teams are deployed for enforcement duties and vehicles required for carrying out time bound inspection/ duties. The vehicles are being hired which is not a good position. Since the vehicle are required to equip the EIB, EIB needs its own fleet of vehicle to carry out time bounds inspection without wasting the time in hiring of the vehicle and to ensure that the vehicle so hired is capable to compete with the high speed and capacity vehicle usually uses by the culprits/violates of Excise Law.

III) Modernization of Excise Control Laboratory

Excise control Laboratory deals with the analysis of portable liquor samples received from Excise Department and Delhi Police. Laboratory need to be modernized with new equipments for timely investigation of the cases and to prevent any untoward incident. Modern scientific instrument, chemicals and glass wares and general items and scientific books are proposed to be purchased.

IV) Construction & Development of property bearing No. A-92, Okhla Industrial Area, Phase-II, New Delhi (measuring approximately 2500 Sq. Yards)

This Department is in possession of the above noted property. The said property is presently lying vacant since 31.08.2008. This property is located on main road and has vast commercial potential and can be effectively used for pecuniary benefit by this Department. Simultaneously, this Department is optimally utilizing the office space available in this office and is in need of additional space for intends to shift the existing Excise Laboratory, the Excise Intelligence Bureau (EIB) and establishment of DATA Center for Excise Supply Chain Information Management System (**ESCIMS**) to the proposed premises at A-92, Okhla industrial, Phase-II, New Delhi. It is, therefore, proposed to initiate the development of this property in consultation with PWD Department for its effective usage and maximizing the gains for this Department.

F. DEPARTMENT OF LAW AND JUDICIAL:

Plan Outlay

XII FYP :	Rs.6500 Lakh
Annual Plan 2012-13 :	Rs.1550 Lakh

1. High Court:

Plan Outlay

XII FYP :	Rs.1000 Lakh
Annual Plan 2012-13 :	Rs.100 Lakh

The component of the scheme is as under:-

1. Digitalization of old records
2. E-Court / E filing
3. Family Courts

2. Family Court:

Plan Outlay

XII FYP : Rs.2500 Lakh

Annual Plan 2012-13 : Rs.600 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.

3. Computerization of District Courts:

Plan Outlay

XII FYP : Rs.1000 Lakh

Annual Plan 2012-13 : Rs.350 Lakh

Government of India has been providing funds for the computerization and district and Session Court under CSS. The stationery for the same will be provided out of the plan funds of Govt. of National Capital Territory of Delhi. 70 to 80% of the total work of computerization has been completed.

4. Judicial Academy:

Plan Outlay

XII FYP : Rs.1000 Lakh

Annual Plan 2012-13 : Rs.200 Lakh

Aims & objective of the Scheme:

- To meet out office contingent expenses.
- To meet out expenses relating to shifting of Delhi judicial Academy Office from Karkardooma Court.
- Outlay of Academy for building construction has been included under PWD – Court Building Head.

5. Delhi Dispute Resolution Society:

Plan Outlay

XII FYP : Rs.1000 Lakh

Annual Plan 2012-13 : Rs.300 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.

Proposed Target- XII Five Year Plan 2012-17:-

1. Setting up of Mediation Centres in various locations in the city.
2. To conduct training courses for the Mediators, Seminars and Lectures in Organizations and Colleges.
3. Recruitment of staff.
4. Awareness through publicity / camps etc.
5. Training for community people in Mediation.
6. Involvement with NGOs/RWAs for creating awareness.
7. Advertising and Publicity.
8. 40 Hours Mediation Training Programmes to have sufficient number of trained Mediators.
9. To make the Mediators aware of the recent developments in the field of mediation.
10. Refresher courses for the Mediators every month.
11. Establishment of Mediation Centers with the class of an Art infrastructure such as Computers, Fax, Telephones, Video Conferencing, Furniture, Air-conditioners, etc.

Proposed Target - Annual Plan 2012-13:-

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

G. DELHI SUBORDINATE SERVICES SELECTION BOARD:-

Plan Outlay

XII FYP	: Rs.5100 Lakh
Annual Plan 2012-13	: Rs.900 Lakh

The Board was created 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 is also assigned to the Board.

H. General Administration Department (GAD):

Plan Outlay

XII FYP : Rs.1020 Lakh

Annual Plan 2012-13 : Rs.200 Lakh

i. Citizen Govt. Interface (Bhagidari)

Objectives:

1. The Bhagidari scheme envisions evolving a common platform of public and public servants where both sides not only interact but also develop strategies by consensus for better upkeep of their area and the city and to create awareness amongst the citizen group.
2. The scheme also seeks to empower the common citizen to have a greater say in the development and upkeep of his surroundings and in the civic matters pertaining to his localities.
3. Since the Action Plans/ Strategies are to be jointly prepared by the Department officials and the public, so it would help to develop a sense of commitment among the citizens and the officials.
4. The 'Bhagidari' aims to bring the citizens of Delhi, the actual stakeholders, to the focus of planning and policy- making process through their participation and active involvement in governance.

Achievements for Annual Plan 2011-12:

Bhagidari Workshop, Annual Bhagidari, Utsav (Mela) Advertisement & Publicity, Participation in IITF, participation in Development & planning process, Changing overall approach of government through Citizen Partnership, Meeting / Workshop on Specific issues prevailing during the time and also as per direction of Hon'ble Chief Minister.

Target for XIIth Five Year Plan (2012-17) & Annual Plan 2012-13:

Bhagidari Workshop, Annual Bhagidari, Utsav (Mela) Advertisement & Publicity, Participation in IITF, participation in Development & planning process, Changing overall approach of government through Citizen Partnership, Meeting / Workshop on Specific issues prevailing during the time and also as per direction of Hon'ble Chief Minister.