

National Statistical Commission
II Floor, Sardar Patel Bhavan, Sansad Marg,
New Delhi-110 001
Website: - <http://mospi.gov.in>

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Manual-1

The particulars of organization, functions and duties of the Commission

The National Statistical Commission was constituted on 12th July 2006 to serve as a nodal and empowered body for all core statistical activities of the country and to evolve, monitor and enforce statistical priorities and standards and ensure statistical co-ordination. The Commission consists of a part-time Chairman, four part-time Members and Secretary, Planning Commission as an *ex-officio* Member. The Chief Statistician of India (CSI) is the Secretary to the Commission. He has a dual role, as he is also the Secretary to the Government of India in the Ministry of Statistics and Programme Implementation.

The Government of India Resolution dated 1st June, 2005 gives the following as the functions of the Commission.

- (a) to identify the core statistics, which are of national importance and are critical to the development of the economy;
- (b) to constitute professional committees or working groups to assist the Commission on various technical issues;
- (c) to evolve national policies and priorities relating to the statistical system;
- (d) to evolve standard statistical concepts, definitions, classifications and methodologies in different areas in

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- statistics and lay down national quality standards on core statistics;
- (e) to evolve national strategies for the collection, tabulation and dissemination of core statistics, including the release calendar for various data sets;
 - (f) to evolve national strategies for human resource development on official statistics including information technology and communication needs of the statistical system;
 - (g) to evolve measures for improving public trust in official statistics;
 - (h) to evolve measures for effective co-ordination with State Governments and Union Territory Administrations on statistical activities including strengthening of existing institutional mechanisms;
 - (i) to exercise statistical co-ordination between Ministries, Departments and other agencies of the Central Government;
 - (j) to exercise statistical audit over the statistical activities to ensure quality and integrity of the statistical products;
 - (k) to recommend to the Central Government, or any State Government, as the case may be, measures to effectively implement the standards, strategies and other measures evolved under clauses (c) to (h);
 - (l) to advise the Government on the requirement of legislative measures on statistical matters including the statute for the National Statistical Commission;
 - (m) to monitor and review the functioning of the statistical system in the light of the laid down policies, standards

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and methodologies and recommend measures for enhanced performance.

In order to support the Secretary to the Commission in providing assistance to the Commission in the discharge of its functions, a small secretariat comprising a Dy. Director General and a Director with other support staff has been created.

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Powers and duties of Chairman/ Members and employees in the Commission

The Commission has the requisite autonomy to discharge its functions effectively and efficiently. In particular, the Commission has the powers to: -

- require production of any document which in the opinion of the Commission will serve or may serve statistical purposes;
- require statistical agencies and institutions to provide details of statistical activities, including concepts and definitions used, methodologies followed, quality standards adopted, sampling and non-sampling errors, etc. in respect of core statistics;
- require attendance of any person including any public servant on matters connected with core statistics; and
- issuing notices for examination of witnesses and documents or any matters connected with core statistics.

The powers mentioned above would be collectively exercised by the Chairman/ Members of the Commission.

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Procedure followed in the decision making process, including channels of supervision and accountability

The Commission is an advisory body at present. Hence, there is no decision making process involved. The statistical issues as per the mandate of the Commission are initially processed by its Secretariat and thereafter, placed before the Commission for consideration and advice. The Commission after consultation with the concerned Government Departments where necessary gives its recommendations on the statistical issues referred to it.

The concerned Government Departments would be taking decisions on the recommendations made by the Commission from time to time on various statistical issues. The Commission is responsible to the Parliament as its Annual Reports for each financial year containing recommendations made during that period would be placed by the Government in both Houses of the Parliament along with a memorandum on the action taken.

In the Secretariat of the Commission, the channels of supervision and accountability are given below.

“Statistical Officers, Director, Deputy Director General, Secretary”

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The norms set by the Commission for the discharge of its functions

The National Statistical Commission has not set any specific norms for the discharge of its functions. However, the recommendations made by the Commission as and when made are forwarded by its Secretariat to the concerned Government Departments.

The recommendations made by the Commission during a financial year are reported in the Annual Report of the Commission for that year. In accordance with the instructions contained in the Government of India Notification No. 85 dated 1st June 2005 published in the Gazette of India, Extraordinary, Part-III-Section 4, setting out the details of appointment of the National Statistical Commission, the Commission has to furnish its Annual Report for each financial year. The relevant extract of the Notification is given below.

"12. The Commission shall prepare, for each financial year, its Annual Report, giving a full account of its activities during the financial year and forward the same to the Central Government. The Central Government shall cause to be laid the Annual Report together with a memorandum of action taken on the recommendations therein, along with the reasons for the non-acceptance, if any, of any of such recommendations before each House of Parliament. Where any recommendation or any part thereof concerns any State Government, the Commission shall forward a copy of such recommendation or part thereof to such

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State Governments which shall cause it to be laid before the Legislature of the State along with a memorandum explaining the action taken on the recommendations relating to the State and reasons for the non-acceptance, if any, of any of such recommendations."

The Commission submitted its first Annual Report for the financial year 2006-07 to the Government of India in the Ministry of Statistics and Programme Implementation and the Report was tabled in the Lok Sabha on 5-12-2007 and in the Rajya Sabha on 6-12-2007. The Second Annual Report for the financial year 2007-08 was submitted to the Ministry on 3-2-2009. The Third Annual Report for the financial year 2008-09 was also submitted to the Ministry on 29-6-2009.

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Rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions

The Commission discharges its functions in accordance with the mandate given in the following notifications issued by the Government of India.

- (i) Government of India Notification No. 85 dated 1st June 2005 published in the Gazette of India, Extraordinary, Part-III-Section 4.
- (ii) Government of India Notification No. 465 dated 10th May 2006 published in the Gazette of India, Extraordinary, Part-II-Section 3- Sub-Section (ii).

The Rules, regulations etc., as are applicable to Central Government employees are applicable to the employees in the Secretariat to the Commission.

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Statement of the categories of documents that are held by the Commission or under its control

The Secretariat of the National Statistical Commission has in its possession records in respect of the following subjects.

- (1) Process of filling vacancies in the Commission from time to time
- (2) References and views received from various Government Departments for consideration by the Commission from time to time
- (3) Recommendations made by the Commission to various Government Departments from time to time
- (4) Agenda Papers and Minutes relating to the Commission Meetings.
- (5) Annual Reports submitted by the Commission
- (6) Relevant files on subjects dealt within the Commission.

Service records of the employees in the Secretariat to the Commission are maintained by the Ministry of Statistics and Programme Implementation.

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Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof

The Commission does not have any arrangement for consultation with, or representation by, the members of the public, in general. However, it has the power to constitute professional committees or working groups to assist it on various technical issues.

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Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public

The National Statistical Commission, being an advisory body, does not constitute any boards, councils, committees and other bodies on its own. However, it has the power to constitute professional committees or working groups to assist it on various technical issues.

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Directory of the Chairman/ Members and employees in the Commission

The position as on 1st July 2009 was as follows.

Commission

S. No.	Name	Designation
1.	Post is vacant	Part-time Chairman
2.	Dr. Amitabh Kundu	Part-time Member
3.	Dr. Surjit S. Bhalla	Part-time Member
4.	Post is vacant	Part-time Member
5.	Prof. Bikas Sinha	Part-time Member
6.	Secretary, Planning Commission	Ex-officio Member

Secretariat

S. No.	Name	Designation
1.	Dr. Pronab Sen	Chief Statistician of India
2.	Shri M.V.S.Ranganadham	Dy. Director General
3.	Vacant	Director
4.	Shri Ashok Kumar	Senior Statistical Officer
5.	Shri R.S.Verma	Senior Statistical Officer
6.	Smt. A.Vijaya Menon	Private Secretary
7.	Shri H.C.Meena	Investigator
8.	Shri Chain Singh	LDC
9.	Shri Itwari	Peon
10.	Shri Phool Singh	Peon

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The directory of Chairman/ Members of the Commission is updated from time to time and given in the web site **http://mospi.gov.in/nsc_background.htm**.

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Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations

The position as on 1st July 2009 was as follows.

Commission

Expenditure on monthly remuneration etc., received by the Secretary, Planning Commission who is an ex-officio Member of the National Statistical Commission is not met from the budgetary allocation of the National Statistical Commission. In respect of Chairman and other Members, the position is as follows.

S. No.	Designation	Honorarium per month
1.	Part-time Chairman	Rs.10,000
2.	Part-time Member	Rs.7,500

Other allowances payable to part-time Chairman/ Members are regulated in accordance with the instructions contained in the Government of India Notification No. 465 dated 10th May 2006 published in the Gazette of India, Extraordinary, Part-II-Section 3-Sub-Section (ii).

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Secretariat

Expenditure on monthly remuneration etc., received by the Chief Statistician of India is not met from the budgetary allocation of the National Statistical Commission, as such expenditure is met by the Ministry of Statistics and Programme Implementation, to whom he is also the Secretary. The remaining employees in the Secretariat are being paid monthly remuneration in their respective pay bands and grade pay as mentioned below and the allowances as applicable.

S. No.	Designation	Pay Band	Grade Pay
1.	Dy. Director General	Rs.37400-67000	Rs. 10000
2.	Director	Rs.37400-67000	Rs.8700
3.	Senior Statistical Officer	Rs.9300-34800	Rs.4600
4.	Investigator	Rs.9300-34800	Rs.4200
5.	Private Secretary	Rs.9300-34800	Rs.4800
6.	LDC	Rs.5200-20200	Rs.1900
7.	Peon	Rs.5200-20200	Rs.1800

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Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made

The annual expenditure on account of the establishment of the Commission including salary and wages, domestic travel, office expenses, hiring of accommodation, professional services, administrative services and requirements for day to day administration of the Commission is being met from Demand No. 90 from the non-plan budget (Major Head 3451) of the Ministry of Statistics and Programme Implementation, voted by the Parliament.

The budgetary allocation and the expenditure incurred year-wise on account of the establishment of the Commission is given in the web site **http://mospi.gov.in/nsc_background.htm**.

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Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

The Commission's office does not have any subsidy programmes in operation.

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Particulars of recipients of concessions, permits or authorisations granted by it

The budgetary allocation to the Commission has no provisions for granting concessions, permits or authorizations.

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Details in respect of the information, available to or held by the Commission, reduced in an electronic form

Annual Reports submitted from time to time by the Commission to the Government of India in the Ministry of Statistics and Programme Implementation, the agenda and minutes of various meetings of the Commission are available in electronic form.

All information pertaining to the Commission is available on the web site **http://mospi.gov.in/nsc_background.htm**.

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Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use

- 1. Information and Facilitation Counter:-** The Ministry of Statistics and Programme Implementation has an Information and Facilitation Counter. The information relating to the functions of the Commission is available at this counter.
- 2. Website Address (<http://mospi.nic.in>):-** The Web-site of the Ministry of Statistics and Programme Implementation has been indigenously designed and is being maintained by the Computer Centre. The information relating to the Commission is available in this website.
- 3. Library :-** The Commission does not have an exclusive library facility at present.

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Names, designations and other particulars of the Public Information Officers

The designated Central Public Information Officers/ Assistance Public Information Officers and the Appellate Authority of the Ministry of Statistics and Programme Implementation have been handling the matters in respect of the National Statistical Commission and its Secretariat, as well.

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Other information

This information is 'nil' in respect of the Commission.