

## CHAPTER II ORGANISATION

### Organisation and Functions

2.1 The Ministry of Statistics and Programme Implementation comprises two wings viz: Statistics Wing and Programme Implementation Wing. The Statistics Wing consists of Central Statistical Organisation (CSO), National Sample Survey Organisation (NSSO), Computer Centre and Pay & Accounts Office. The Programme Implementation Wing has four Divisions, viz: Twenty Point Programme Division, Member of Parliament Local Area Development Scheme Division, Infrastructure Monitoring Division and Project Monitoring Division. An organisational chart of the Ministry of is at Annex.- I.

### International Coordination/Cooperation

2.2 (i) As in the past, an effective liaison was maintained with regard to various statistical issues with international organisations, namely, the United Nations (UN), the Economic and Social Commission for Asia and the Pacific (ESCAP), the International Monetary Fund (IMF), the Asian Development Bank (ADB) and the Food and Agricultural Organisation (FAO). Various international Conferences/Seminars/Workshops were attended at different levels and there were fruitful exchanges of views and information on various issues.

(ii) Mr. W. McLennan alongwith Ms Dryscoll from Australian Bureau of Statistics (ABS) visited New Delhi from the 19<sup>th</sup> to the 21<sup>st</sup> April, 1999 and a Memorandum of Understanding (MOU) was signed between the Government of India and the Government of Australia on the 19<sup>th</sup> April, 1999 on Statistical matters. They also visited Hyderabad to meet the Governor of Andhra Pradesh, who is the part-time Chairman of the recently constituted National Statistical Commission. Mr. W. McLennan delivered a lecture at Vigyan Bhavan Annexe on 21.04.1999 on "Future of Official Statistics and its Structure".

(iii) The 52<sup>nd</sup> Session of the International Statistical Institute (ISI) was held at Helsinki, Finland during the period August 10-18, 1999. The Indian Delegation to the Session consisted of Shri R.S. Mathur, then Secretary (Statistics & Programme Implementation) and Shri Vishnu Kumar, DDG, CSO. The Session was aimed at promoting the use of appropriate Statistical methods, encourage international cooperation in the field of Statistics and to bring together on common platform the statisticians working in various countries and in different walks of life.

(iv) A world Bank Mission consisting of Mr. Misha V. Belkindas, Senior Statistician, Prof. Robert Schware, Senior Informatics Specialist and Mr. Chandrakant Patel, Consultant, visited New Delhi during June 14-24, 1999 in connection with the project 'Modernisation of the Statistical System in India' with the possible assistance of the World Bank. The Mission was joined by Ms. Monica Jain from the World Bank Office in Delhi. The Mission discussed certain major issues on statistical coordination and specifics on the country's priority needs in terms of statistical information, its quality and cost effectiveness, with the aim of improving the coverage, reliability, consistency, timeliness and dissemination of output.

Meetings were also held with the officers of the Planning Commission, Ministry of Industry, Ministry of Labour and Ministry of Health and Family Welfare. The Mission also discussed with the Ministry of Finance the scope of the proposed project and its financing modalities.

The Mission had meetings with the academicians from the Institute of Economic Growth, and the National Institute of Public Finance and Policy (NIPFP), with a view to discussing data priorities, quality, timeliness and use of data for research, analysis and economic and social policy and planning. The Mission also discussed with the representatives of Federation of Indian Chambers of Commerce and Industry (FICCI) the data needs and the priorities of business community.

(v). An Indian delegation comprising Shri K.V. Irniraya, Secretary (Stats. & P.I.) Dr. A.C. Kulshreshtha, DDG and Shri Ramesh Kolli, Director, CSO visited Paris during 5-11 December, 1999 in connection with Technical Cooperation agreement between the Ministry of Finance, Government of India and the French Ministry of Economy, Finance and Industry, Government of France

The details of meetings/deputations abroad/workshops/study visits/ training and foreign visits may be seen at Annexure II.

### Departmental Council

2.3 So far, the Ministry of Statistics and Programme Implementation has accorded recognition to eight Staff Associations under the Central Civil Services ( Recognition of Services Association) Rules,1993. Though no Departmental Council meeting could be held during the current financial year so far, agenda items for convening the 98<sup>th</sup> meeting of the Council, have been invited from the Staff/Official side of the Departmental Council.

Two meetings of the Office Council of the Field Operations Division were held on 21-22 ,May 1999 and 7-8, December 1999 at Pune and Nagpur respectively. There are 131 items for consideration of the Council, of which 109 were settled with the Staff Side of the Council and 22 items are still pending.No meeting of the Office Council of Data Processing Division and Survey Design and Research Division could be held during the current year.

### Scheduled Castes/Scheduled Tribes

2.4 Details of number of employees belonging to Scheduled Castes and Scheduled Tribes as on 31 December, 1999 in the Ministry are given in Annex -IV.

### Internal Work Study Unit

2.5 During the year 1999-2000, the Internal Work Study Unit of the Ministry continued to provide its services in the areas of O and M matters. In pursuance of the instructions from the Department of Personnel and Training, information on observance of proper procedure in official dealings between the Administration and the Members of Parliament and State Legislatures was monitored. A compliance report was also sent. Regular exercises to review, record and weed out old records in the Ministry and its attached/ subordinate offices are carried out. Two special drives during the periods 7-18 June,1999 and 6-17 December, 1999 were also launched and greater attention was paid to this aspect during these periods.

### Vigilance

2.6 The work relating to vigilance is being handled in the Ministry in a decentralised manner. For every division of the Ministry, a vigilance officer has been nominated. One of the Directors in the Ministry is functioning as a part time Chief Vigilance Officer. Though there is limited scope for vigilance activity in the Ministry, it has been the endeavour of the Department to organise vigilance inspections of some of the offices during the year. The Annual Property Returns filed by the Group 'A' and Group 'B' Gazetted officers are invariably reviewed as a part of the vigilance activity. The requisite quarterly returns to Central Vigilance Commission and DOPT etc. are being submitted regularly.

### Redressal of public grievances

2.7 Grievances Redressal Machinery, in accordance with the guidelines issued by the Department of Administrative Reforms & Public Grievances, is functioning effectively and smoothly in the Department of Statistics and in all its attached/subordinate offices. An officer of the rank of Joint Secretary has been designated as Director of Grievances for the Ministry. Similarly, all attached/subordinate offices of the Ministry have also nominated officer(s) of suitable status as Staff Grievance Officers.

The Ministry of Statistics and Programme Implementation is not a public grievance prone Ministry. However , Staff Grievances representations from Staff members (both serving and retired) were received during the current financial year and they were effectively and timely dealt with in the Ministry. Monthly/Quarterly progress reports pertaining to receipt/disposal of public/staff grievances are being sent to the nodal Department, i.e., the Department of Administrative Reforms & Public Grievances.

### General Administration

2.8 The Ministry is responsible for upkeep of the cleanliness of the building and for maintaining liaison with CPWD for Civil/Electrical works in Sardar Patel Bhavan. The Ministry provides services to all the Departments, which include the Department of Administrative Reforms and Public Grievances , Directorate of Public Grievances, Joint Intelligence Committee, National Human Rights Commission, Wireless Planning and Co-ordination Wing of Ministry of Communications, and National Airports Authority of India, Chemical Weapons Convention under the Cabinet Secretariat, located in the Building.

### In our endeavour to provide better common services, the following initiatives were taken during 1998-99

(i) Renovation of Reception Area and setting up of the "Facilitation Counter-cum Publication Sales Counter "on the Ground Floor of Sardar Patel Bhavan has been completed. This counter is for better inter-action with the public. The departmental publications on sale basis are proposed to be provided through the sales counter for easy availability to the public.

(ii) Co-ordination Committee, consisting of representatives from the offices located in Sardar Patel Bhavan, CPWD and the Security Organisation of the Ministry of Home Affairs, meets periodically to discuss matters of common interest pertaining to general cleanliness, parking of vehicles, general security aspects etc. During the year 1998, eight meetings of the Co-ordination Committee were held. For tightening of the security of the Building and regulating the entry of the vehicles, services of a private security agency have been engaged.

(iii) Renovation of about 2,500 sq. ft. office area located in Sunlight Building at Asaf Ali Road has also been undertaken. On completion, the existing area will be spacious enough to accommodate few more Sections/Units of the Department and ease the accommodation problem.

(iv) The Department has undertaken modernisation of the office space on the fourth floor in Sardar Patel Bhavan in a big way involving an expenditure of Rs.33 lakhs. It is proposed to provide all the modern facilities with latest computer infrastructure to make it an ideal working place.

(v) Renovation and modernisation of the two Training Halls of the Department initiated during the 1997-98 has been duly complete