

CHAPTER XII

PROGRESSIVE USE OF HINDI AND OTHER ACTIVITIES OF THE MINISTRY

12.1. It has been the endeavour in this Ministry to ensure the progressive use of Hindi in official work. The Hindi Cell is responsible for monitoring and overseeing the implementation of various statutory provisions, policies etc. as laid down by the Department of Official Language, Ministry of Home Affairs in the Official Language Act, 1963 and the Official Language Rules, 1976.

12.2. According to the roster, out of 644 employees on the rolls of the Ministry as on 30.9.2002, 640 were either proficient in Hindi or having working knowledge of Hindi. Out of 74 stenographers and 29 LDCs, 41 stenographers and 15 LDCs, respectively have been trained in Hindi stenography and Hindi typing. The remaining are being sent for training in turn.

Departmental Official Language Implementation Committee

12.3. An Official Language Implementation Committee is functioning in the Ministry under the chairmanship of the DG & CEO, NSSO. The Committee undertakes quarterly review of the progress made in the use of Hindi in official work of the Ministry and its attached/subordinate offices. It also reviews the compliance of the statutory requirements of the Official Language Act, 1963, Official Language Rules, 1976 and achievement of the targets laid down in Annual Programme and other instructions issued by the Department of Official Language from time to time. The Committee consists of 34 members, out of which 40 percent are those whose mother tongue is not Hindi. The Committee is rendering useful service in suggesting measures in achieving the targets fixed in the Annual Programme of the Department of Official Language.

Incentive Scheme for original noting/drafting

12.4. The incentive scheme for noting/drafting in Hindi introduced by the Department of Official Language was continued during the year. Under the scheme, 2 employees were given cash awards of Rs. 1000/- each (first prize), 3 employees were given cash awards of Rs. 600/- each (second prize) and one employee was given a cash award of Rs. 300/- (third prize) during 2001-2002.

Cash Award Scheme

12.5. A "Hindi Pakhwara" is observed every year in the Ministry, as also its attached/subordinate offices during September. During this year, 10 events were organized, in which officers/employees of the Ministry participated enthusiastically. Winners were given away 4 prizes in each competition category worth Rs. 1000/-, Rs. 500/-, Rs.400/- and Rs. 300/-. In addition, cash prizes of Rs. 1000/- (one), Rs. 500/-

(two), Rs. 400/- (two) and Rs. 300/- (two) were awarded to the employees, who were found to have done well in Hindi.

Awarding of Rajbhasha Chal Vaijayanti

12.6. For encouraging use of Hindi in the official work and ensuring compliance of the provisions of the Official Language Act, 1963 and Official Language Rules, 1976 framed thereunder, a "Rajbhasha Chal Vaijayanti" is awarded to the winner Section/Division/Unit at the quarterly meetings of the Departmental Official Language Implementation Committee.

Awarding of Kshetriya Rajbhasha Shield to Attached/Subordinate Offices

12.7. For promoting the implementation of the Official Language Policy in the attached and subordinate offices of the Ministry, a Kshetriya Rajbhasha Shield was awarded to the office doing most of its work in Hindi.

Training of Staff under Hindi Teaching Scheme

12.8. During the period under review, three employees were sponsored for training in Hindi, nine for Hindi stenography and eight for Hindi typing under the Hindi Teaching Scheme of the Department of Official Language.

Release of Departmental Magazine "Paridrishya"
magazine "Paridrishya" was published by the Ministry.

Departmental Council

12.9. In the fulfilment of an assurance given to the Committee of Parliament on Official Language during the inspection on 12th January, 2001, the first issue of in-house

12.10. The Departmental Council is being reconstituted after grant of recognition to eight Staff Associations under the Central Civil Services (Recognition of Services Association) Rules, 1993. A meeting of the reconstituted Departmental Council would be held in due course.

Scheduled Castes/Scheduled Tribes

12.11. The information regarding employees belonging to Scheduled Castes and Scheduled Tribes as on 31 October, 2002 is given in Annexure IX.

Internal Work Study Unit

12.12. During 2002-2003, the Internal Work Study Unit of the Ministry continued to provide its services in the areas of Organisation & Methods. The members of the staff were advised on the proper procedure to be observed in official dealings with the Members of Parliament and State Legislatures. Regular exercises to review, record and

weed out old records in the Ministry and its attached/subordinate offices were carried out. Internal Work Study Unit also performed coordination and liaison work with Staff Inspection Unit in connection with work measurement study of various attached/subordinate offices of the Ministry. The Work Study Unit also reviewed the position relating to vacant direct recruitment posts.

Vigilance

12.13. A Director in the Ministry is functioning as the Chief Vigilance Officer. Due stress has been laid on strengthening preventive vigilance in the Ministry. The annual returns filed by Group 'A' and Group 'B' Gazetted Officers are reviewed. The prescribed quarterly returns are submitted regularly to Central Vigilance Commission, CBI and Department of Personnel & Training. The procedure for effecting purchases of computers, office equipment and office accommodation has been streamlined and made more transparent. Annual Vigilance inspections are being carried out regularly in different Divisions. A "Vigilance Awareness Week" was observed in the Ministry and its attached/subordinate offices from 31st October to 6th November, 2002.

Redressal of public grievances

12.14. A Grievances Redressal Machinery is functioning effectively in the Ministry and all its attached/subordinate offices in accordance with the Guidelines issued by the Department of Administrative Reforms and Public Grievances. An officer of the rank of Director has been designated as the Director of Grievances for the Ministry. All Attached/Subordinate offices of the Ministry have also appointed Grievances Officers.

12.15. The MOSPI has a limited public interface. The representations from Staff and officers (both serving and retired) received during the year were appropriately attended to.

General Administration

12.16. The MOSPI is responsible for proper maintenance of Sardar Patel Bhavan by maintaining liaison with the CPWD for civil/electrical works. The building accommodates a number of other Departments, besides this Ministry. These are : Department of Administrative Reforms and Public Grievances, the National Security Council Secretariat and the National Human Rights Commission. The offices of the MOSPI are located in different buildings such as, Sardar Patel Bhavan, R.K. Puram Office Complex and Jam Nagar Hutments. Keeping in view the need of the National Security Council Secretariat for an exclusive floor and the realistic requirement of this Ministry, the Directorate of Estates has allotted extra office space to the MOSPI in Jeevan Prakash Building and Pushpa Bhawan, where some of the offices of the Ministry are in the process of being relocated. This exercise will enable the Ministry to dispense with hired accommodation, resulting in a saving of about Rs.51 lakh per annum in rent.

Development of North Eastern Region

12.17. As per the guidelines of the Government of India, the Ministry is required to spend 10% of the Gross Budget Support out of the Central Plan for the benefit of N.E. Region & Sikkim. Any shortfall in this regard gets transferred to the Non-lapsable Central Pool of Resources. The details of outlay and expenditure for the benefit of N.E. Region, including Sikkim are given in Statement I & II.

Statement I**Statement showing outlays in BE 2001-02, RE 2001-02 and expected expenditure for benefit of North Eastern Region including Sikkim.****(Rs. In lakh)**

Name of Plan Scheme	Name of the North-Eastern States	Provision in BE 2001-2002	Provision in RE 2001-02	Expenditure	Remarks
1	2	3	4	5	6
Addition/alteration and Modernisation of office buildings		20.00	-	-	
Modernisation of Statistical System in India		1150.00	43.00	-	The Scheme has not been approved by EFC
Improvement of Informal sector Statistics, FOD	Assam	5.52	5.80	5.80	
	Meghalaya-Tripura	3.56	3.56	3.56	
	Nagaland - Manipur	0.01	0.01	0.01	
	Sikkim	0.01	0.01	0.01	
Grants-in-aid to ISI		110.00	110.00		
	All North Eastern States			8.65	
	Assam			13.09	
	Arunachal Pradesh			2.41	
	Tripura			6.12	
	Sikkim			1.71	
	Meghalaya			0.51	
	Mozoram/Manipur/Tripura			2.16	
Construction/purchase of office accommodation for field offices	Assam	25.00	-	112.00	
Strengthening and streamlining of field offices	Assam	20.82	20.82	20.82	
Strengthening of training facilities at zonal centers	Assam	2.15	2.15	2.15	
Online transmission of survey data from field offices to processing centers modernization of		10.65	10.65		

data collection system					
(Rs. In lakh)					
Name of Plan Scheme	Name of the North-Eastern States	Provision in BE 2001-2002	Provision in RE 2001-02	Expenditure	Remarks
1	2	3	4	5	6
	Assam			0.80	
	Meghalaya + Tripura			0.30	
	Nagaland + Manipur			0.75	
	Sikkim			0.33	
Canvassing of ASI Pt. II Schedule		14.28			
	Asam			1.4	
	Meghalaya + Tripura			1.20	
	Nagaland + Manipur			0.90	
Grants in aid to the states for (i) carrying out central NSS sample work in Manipur, Tripura, Mizoram and Arunachal Pradesh; (ii) participation in NSS programmes	Arunachal Pradesh	66.00	66.00	66.00	
	Mizoram	42.00	42.00	42.00	
	Manipur	66.00	66.00	66.00	
	Tripura	44.00	44.00	44.00	
Institutional development & capacity building in programme/project planning, implementation, monitoring & performance management of infrastructure in public and private sector		20.00	20.00	11.39	
	Arunachal Pradesh			3.610	
	Assam			0.01	
	Manipur			0.05	
	Meghalaya			2.51	
	Mizoram			0.01	
	Nagaland				
	Sikkim			4.65	
	Tripura			0.01	
	N.E.C. Sectt.			0.26	

Statement II**Statement showing outlay in BE 2002-03 and expenditure incurred upto 30.9.2002 on benefit of North East Region including Sikkim.****(Rs. In lakh)**

Name of the Plan Scheme/Component	Name of the North-Eastern States	Provision for benefit of NE & Sikkim – MH 2552	Expenditure upto 30.9.2002	Remarks
1	2	3	4	5
Modernisation of Statistical System in India		484.00	-	The scheme is being reformulated on the basis of recommendations of National Statistical Commission
Institutional Development & capacity building		37.00	-	Not available
Improvement of Informal Sector Statistics & Publications	Assam	8.80	2.36	
	Meghalaya & Tripura	6.32	1.22	
	Nagaland & Manipur	2.10	0.25	
	Sikkim	0.78	0.01	
Strengthening of Field Survey Capability of NSSO	Assam	36.05	9.9	
	Meghalaya & Tripura	3.20	0.03	
	Nagaland & Manipur	2.15	0.32	
	Sikkim	1.00	0.08	
Strengthening of Data Processing Capabilities of NSSO		12.00	-	Not available
Grants in aid to the states for (i) carrying out central NSS sample work in NER	Arunachal Pradesh	66.00	33.00	
	Mizoram	46.00	23.00	
	Manipur	70.00	35.00	
	Tripura	48.00	24.00	
Grants in aid to ISI		176.00		
	Manipur		3.66	

(Rs. In lakh)

Name of the Plan Scheme/Component	Name of the North-Eastern States	Provision for benefit of NE & Sikkim – MH 2552	Expenditure upto 30.9.2002	Remarks
1	2	3	4	5
	All North Eastern States		40.97	
	Assam		9.05	
	Arunachal Pradesh		0.88	
	Tripura		8.04	
	Sikkim		7.27	
	Meghalaya		4.40	
Institutional development & building (PI Wing)	Arunachal Pradesh	0.50	-0.50	
	Assam	4.00	0.20	
	Manipur	0.50	0.20	
	Meghalaya	0.50	-	
	Mizoram	4.00	0.05	
	Nagaland	4.00	0.05	
	Sikkim	0.50		
	Tripura	0.50	0.05	
	N.E.C. Sectt.	0.50		
Scheme for Welfare of Animals		200.00	-	Animal Welfare Division has been transferred to Ministry of Forest & Environment
Grant total		1280.00	88.02	