



ANNUAL ADMINISTRATIVE REPORT

2010-11

(1-4-2010 to 31-3-2011)

Panchayati Raj Department, Himachal Pradesh, Shimla-171009

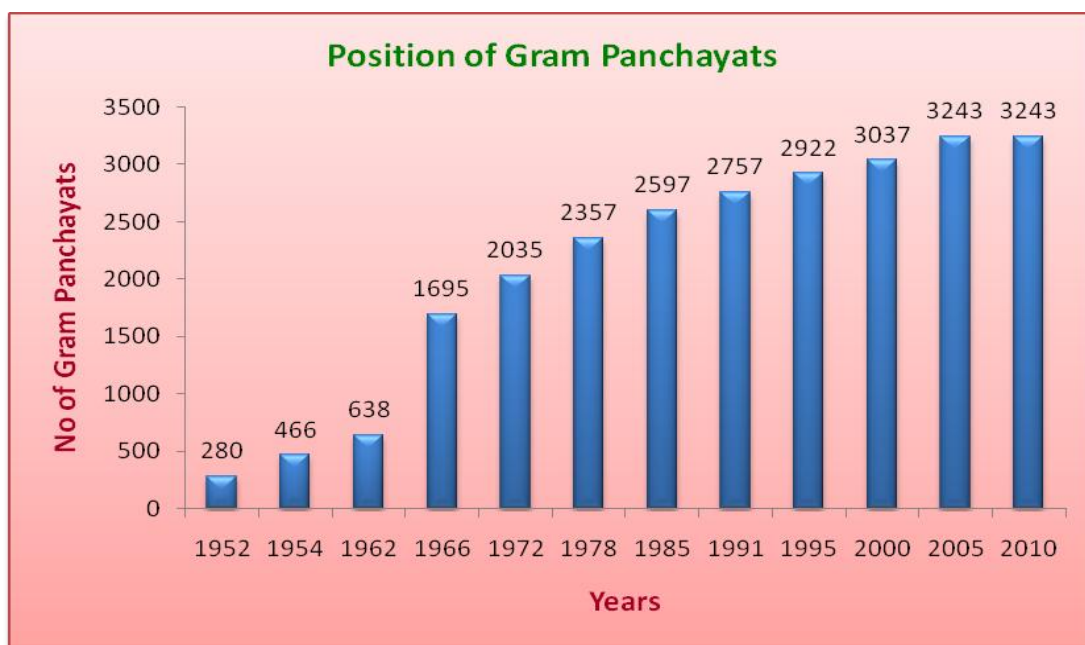
CHAPTER-1

INTRODUCTION

Panchayati Raj system in Himachal Pradesh was established under the provisions of the Himachal Pradesh Panchayat Raj Act, 1952 in the year 1954. Only 280 Gram Panchayats existed prior to the enactment of the Himachal Pradesh Panchayat Raj Act, 1952. However, after the enactment of the said Act, 466 Gram Panchayats were established in the year 1954 and the number of Gram Panchayats was increased to 638 during the year 1962. On 1st November, 1966, the hilly areas of Punjab were merged in this State and consequently the number of Gram Panchayats rose to 1695. In the merged area, a three tier Panchayati Raj system was in existence under the provisions of Punjab Panchayat Samiti and Zila Parishad Act, whereas two-tier system was prevalent in the then State of Himachal Pradesh. With a view to bring uniformity in the Panchayati Raj system of the old and the newly merged areas, the Himachal Pradesh Panchayati Raj Act, 1968 was enacted on 15th November, 1970 and the two tier Panchayati Raj system was established throughout the State. Besides this, the Nayaya Panchayats were also in existence in this State for discharging judicial functions. But during the year 1977, the Nayaya Panchayats were abolished and the judicial functions were transferred to the Gram Panchayats. After the enactment of the said Act in the year 1970 the existing Gram Sabhas were reorganized /bifurcated from time to time and new Gram Sabhas/Gram Panchayats were established. During the year 2005-2006, Government created 206 new Gram Sabha circles, thereby raising the number to 3243 Panchayats. No new Gram Sabha has been constituted during the year 2010. At present, there are 3243 Gram Sabhas, 77 Panchayat Samitis and 12 Zila Parishads constituted in the State.

The number of Gram Panchayats since 1952 is as under:

S.No	Year	No. of Gram Panchayats
1	1952	280
2	1954	466
3	1962	638
4	1966	1695
5	1972	2035
6	1978	2357
7	1985	2597
8	1991	2757
9	1995	2922
10	2000	3037
11	2005	3243
12	2010	3243



1. Enactment of State PR Act:

With a view to bring law relating to the Panchayats in conformity with the provisions of the 73rd Constitutional Amendment Act, the Himachal Pradesh Panchayati Raj Act, 1968 has repealed and the Himachal Pradesh Panchayati Raj Act, 1994 was enacted w.e.f. 23rd April, 1994. Since the enactment of the HPPR Act, 1994 It has been amended 13 times as per following details:-

Details of Amendments brought in the HPPR Act, 1994 from time to time since its enactment on 23rd April, 1994.

SN.	Title	Bill No.	Act No.	Date of enactment or date from which is in force	Sections amended.
1.	The H.P. Panchayati Raj (Amendment) Act, 1997.	Bill No. 3 of 1997	Act No. 10 of 1997	16.1.1997	3, 77, 88, 124, 167
2.	The H.P. Panchayati Raj (2 nd Amendment) Act, 1997.	Bill No. 17 of 1997	Act No. 1 of 1998	24.5.2004	1, Addition of Chapter VI- A (Section 97-A to 97-I.
3.	The H.P. Panchayati Raj (Amendment) Act, 2000.	Bill No. 12 of 2000	Act No. 18 of 2000	8.6.2000	2, 8, 15, 22, 78, 79, 80, 84, 89, 90, 91, 92, 93, 95, 101, 114, addition of sections 12-A & 121-B, 122, 145, addition of Chapter X-A & sections 160-A to 160-E and 163-A, 179, 180, 181, 182, 200.
4.	The H.P. Panchayati	Bill No.	Act No.	15.12.2000	2, 5, insertion of sec. 7-A, 13, 110,

	Raj (2 nd Amendment) Act, 2000.	20 of 2000	4 of 2001.		131, 138, 184, 185.
5.	The H.P. Panchayati Raj (Amendment) Act, 2001.	Bill No. 14 of 2001	Act No. 22 of 2001	19.10.2001	8, 11, 23, 78, 118, 161, 174, 175, insertion of 175-A & 175-B, 181, substitution of Schedule-I.
6.	The H.P. Panchayati Raj (Amendment) Act, 2002.	Bill No. 5 of 2002	Act No. 10 of 2002.	8.5.2002	3, 71, 122, 140, 145.
7.	The H.P. Panchayati Raj (Amendment) Act, 2005.	Bill No. 10 of 2005	Act No. 17 of 2005.	30.5.2005	Insertion of section 5-A, Amendment of sections 7, 8, 9, 15, 23, 78, 89, 99, 122, 129, 145, 146, 153 to 155.
8.	The H.P. Panchayati Raj (Amendment) Act, 2006.	Bill No. 15 of 2006	Act No. 20 of 2006.	12.10.2006	Amendment of section 2 and insertion of section 11-A.
9.	The H.P. Panchayati Raj (Amendment) Act, 2007.	Bill No. 11 of 2007	Act No. 15 of 2007.	22.09.2007	Amendment of section 185.
10.	The H.P. Panchayati Raj (Amendment) Act, 2008.	Bill No. 9 of 2008	Act No. 10 of 2008.	13. 6.2008	Amendment of sections 2, 8, 78, 89, 99, 125, and 129.
11.	The H.P. Panchayati Raj (Second Amendment) Act, 2008.	Bill No. 16 of 2008	Act No. 17 of 2008.	7.10.2008	Amendment of sections 2, 145, 163 and 181.
12.	The H.P. Panchayati Raj (Amendment) Act, 2010.	Bill No. 7 of 2010	Act No. 15 of 2010.	15.6.2010	Amendment of sections 2, 4, 5, 7, 7-A 115, 118, 138 and 144, and substitution of section 181.
13.	The H.P. Panchayati Raj (Second Amendment) Act, 2010.	Bill No. 40 of 2010	Act No. 9 of 2011.	28.1.2011	Amendment of sections 98 & 122 Substitution of sections 100 and 118.

2. Elections and establishment of three tier Panchayati Raj System:

As per the requirements of the provisions of the Constitution and the State Panchayati Raj Act, 1994, the three tiers Panchayati Raj system was established in this State during the year 1995-96.

- First general elections of Panchayati Raj bodies of this State, except in Development Block Lahaul and Development Block Pangti, were held during December, 1995 and the Panchayats started functioning w.e.f. 23rd January, 1996 and the 5 years term expired on 22nd January, 2001. In Development Block Lahaul and Development Block Pangti the first general elections were held during May, 1996.

- Second general elections of Panchayati Raj bodies of this State, except in Development Block Lahaul and Development Block Pangti, were held during December, 2000 and the Panchayats started functioning w.e.f. 23rd

January, 2001 and the 5 years term expired on 22nd January, 2006. In Development Block Lahaul and Development Block Pangi the second general elections were held during May, 2006.

- The third general election of Panchayati Raj bodies of this State except Development Block Lahaul and Development Block Pangi were held in December, 2005 and the Panchayat started functioning w.e.f. 23rd January, 2006 and five year term of Panchayat expired on 22nd January, 2011. In Development Block Lahaul and Development Block Pangi the third general election will be held in June, 2011.

- The fourth general elections barring 48 Gram Panchayats i.e. 28 Gram Panchayats of Sub-Divisions Lahaul of District Lahaul-Spiti and 16 Gram Panchayats of Sub-Division Pangi of District Chamba and 4 Gram Panchayats of District Kullu, two Panchayat Samitis namely Lahaul and Pangi and Zila Parishad Lahaul Spiti were held on 28th and 30th December, 2010 and 1st January, 2011. The presently elected office bearers started functioning w.e.f. 23rd January, 2011. The elections of remaining 44 Gram Panchayats, 2 Panchayat Samiti and 1 Zila Parishad have also been held during June, 2011, whereas elections of remaining 4 Gram Panchayats of Kullu District will be held during February, 2012.

3. Details of various laws enacted:

The following are the details of various laws enacted by the Panchayati Raj Department of the State Government:-

1. The Himachal Pradesh Panchayati Raj Act, 1994.
2. The Himachal Pradesh Panchayati Raj (Election) Rules, 1994.
3. The State Election Commissioner (Condition of Service) Rules, 1994.
4. The Himachal Pradesh Panchayati Raj (General) Rules, 1997.
5. The Himachal Pradesh Panchayati Raj (Finance, Budget, Accounts, Audit, Works and Allowances) Rules, 2002.
6. The Himachal Pradesh Panchayati Raj (Appointment and Conditions of Service of Panchayat Sahayaks) Rules, 2008.

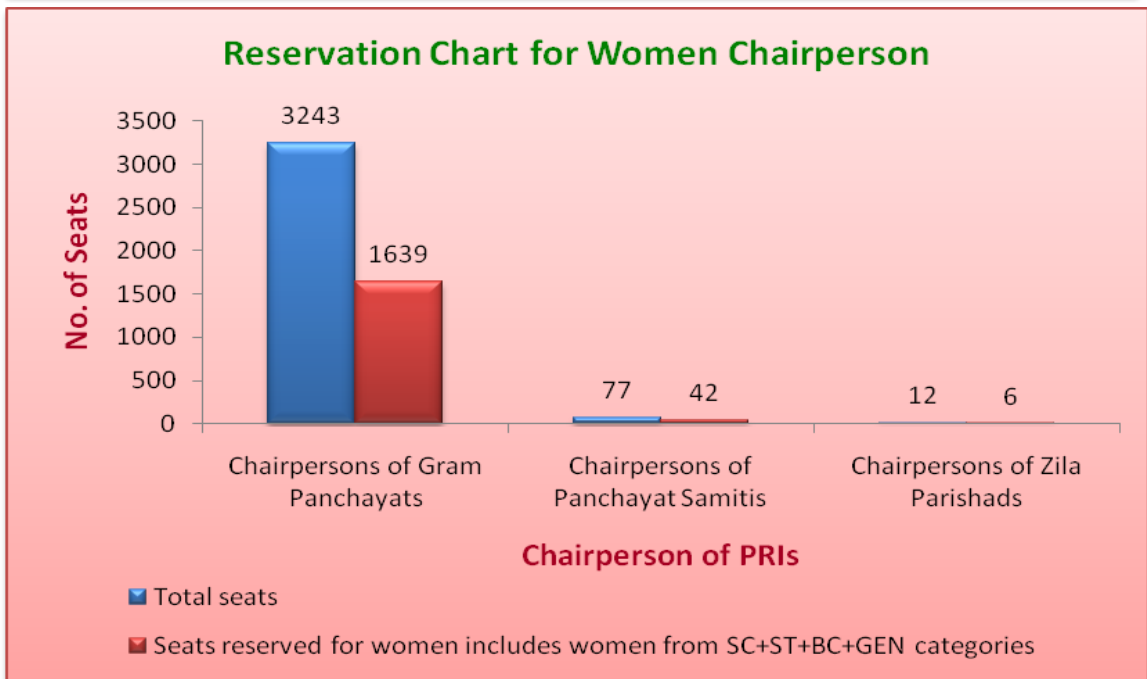
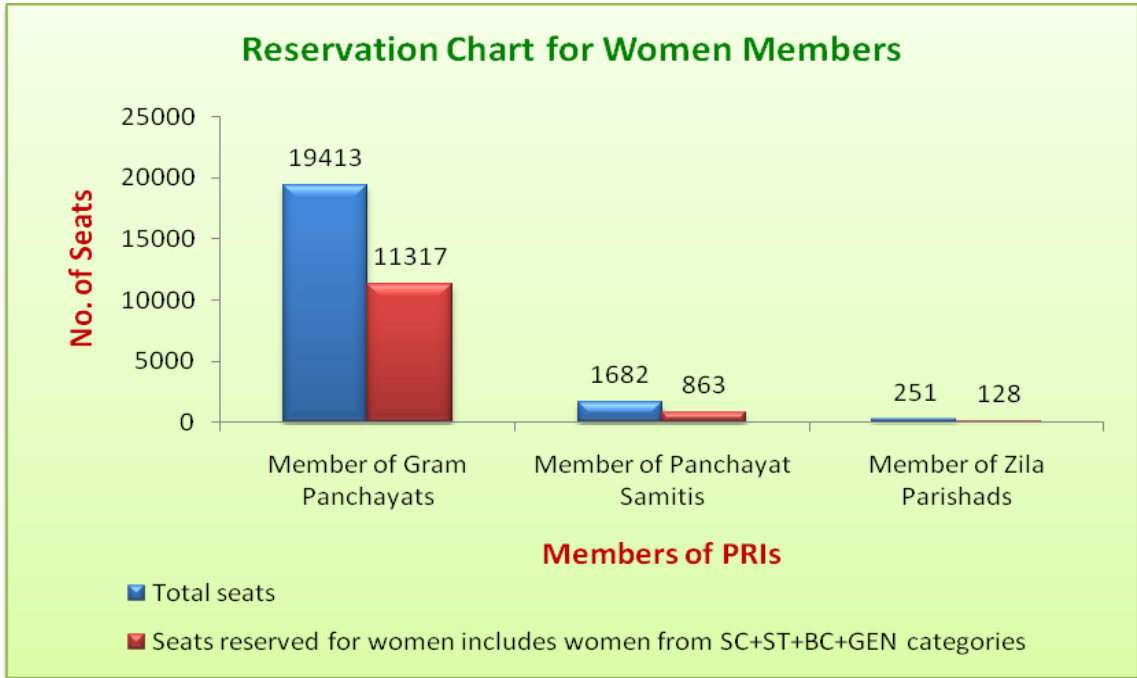
7. The Himachal Pradesh Panchayati Raj (Appointment and Conditions of Services of Junior Scale Stenographers in Zila Parishads) Rules, 2009.
8. The Himachal Pradesh Panchayati Raj Act, 1994 (extension to the scheduled areas) Rules, 2011.

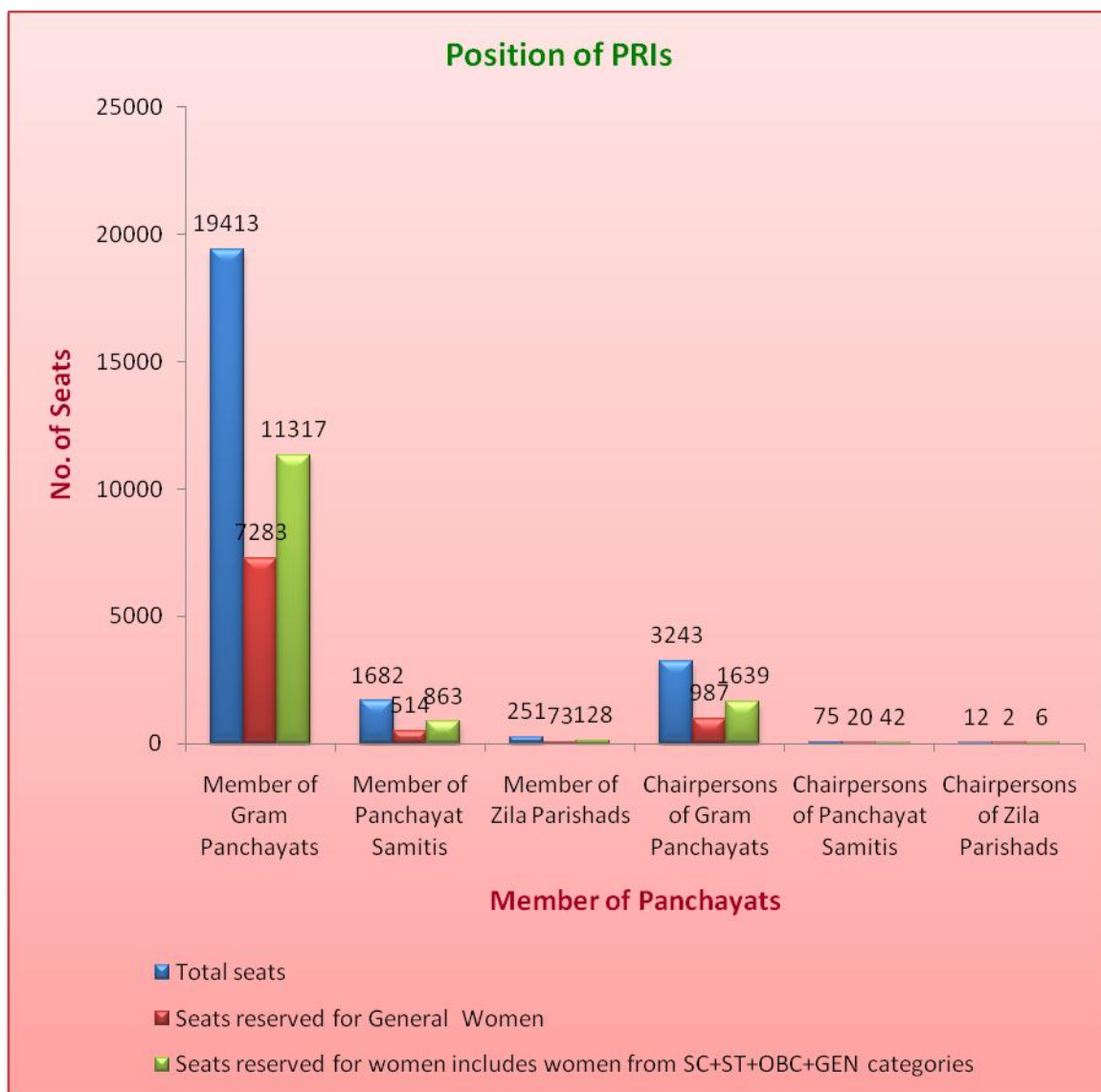
4. Reservation for office bearers of PRIs:

As per the provisions of Constitution, reservation is being provided in the seats of members and offices of Chairpersons of PRIs at all the three levels for persons belonging to the categories of the Scheduled Castes, Scheduled Tribes and women. However, reservation is also provided to the persons belonging to the category of Backward Classes in the offices of Pradhans of Gram Panchayats, members and Chairpersons of Panchayat Samitis and Zila Parishads. All the offices of Chairpersons of PRIs in schedule-V (Tribal) area have been reserved to the Scheduled Tribes as per the requirement of the provisions of the Panchayats (Extension to the scheduled areas) Act, 1996 read with section 97-D of the Himachal Pradesh Panchayati Raj Act, 1994

The details of reservation made during the existing term of Panchayats are as under:

Name of State	Total seats	Seats reserved for Scheduled Castes		Seats reserved for Scheduled Tribes		Seats reserved for Backward Classes		Seats reserved for General Women	reserved for Women		Percentage for reservation		
		General	Women	General	Women	General	Women		Total	Percentage	SC	ST	BC
1	2	3	4	5	6	7	8	9	10	11	12	13	14
<u>Pradhan Gram Panchayat</u>													
HP	3243	390	421	97	104	109	127	987	1639	50.54	25.01	6.20	7.28
<u>Member Gram Panchayat</u>													
HP	19413	1587	3412	394	622	0	0	7283	11317	58.30	25.75	5.23	0.00
<u>Chairman Panchayat Samiti</u>													
HP	77	5	13	3	4	1	5	20	42	54.55	23.38	9.09	7.79
<u>Member Panchayat Samiti</u>													
HP	1682	192	226	47	56	48	67	514	863	51.31	24.85	6.12	6.84





5. Structure of Panchayati Raj in Himachal Pradesh:

a. **Gram Sabha/ Up-Gram Sabha** : Gram Sabha which forms the core of the democratic decentralization, needs to be given utmost attention. Thus the state government has already taken steps to strengthen the institution of Gram Sabha. Gram Sabhas have been empowered to form vigilance committee(s) from amongst its members to supervise Gram Panchayats works, schemes and other activities, No member of the Gram Panchayat shall be eligible to become member of the vigilance committee. It has been made mandatory for every Gram Sabha to hold four general meetings in every year, besides special meetings. These meetings are required to be held on first Sunday of January, April, July and 2nd October. The accounts of the Panchayats are to be placed before the Gram Sabha meetings for consideration and approval. In addition to

this, audit notes and replies thereto are also required to be placed in the meetings of the Gram Sabha. In this way Social Audit is being practiced in our State. The Government has also entrusted the Gram Sabhas with authority to select beneficiaries under various poverty alleviation programmes. The Himachal Pradesh Panchayati Raj Act has also been amended and under the amended provisions there shall be constituted a Up-Gram Sabha for each ward of the Gram Sabha and all members of the Gram Sabha residing in the area of the ward shall be the members of Up-Gram Sabha. Every Up-Gram Sabha is required to hold two general meetings in each year and it shall be the responsibility of the member of the Gram Panchayat to convene such meetings. The meeting of the Up- Gram Sabha shall be presided over by the member of the Gram Panchayat representing the ward, who shall also record the proceedings. The Up-Gram Sabha may deliberate on issues relating to its area and make recommendations to the Gram Panchayat or Gram Sabha. It shall also nominate its members to represent it in the general meetings of the Gram Sabha and these members shall be nominated in such a manner that 50% of the total families residing in the area of the ward get nominated provided that one-half of the nomination shall be of women. But this nomination shall not debar any member of Up-Gram Sabha to attend the general meeting of the Gram Sabha. Agenda of the Gram Sabha meeting will be circulated to the Gram Sabha members along with the notice of meeting. The village level functionaries of the Agriculture, Animal Husbandry, Primary Education, Forest, Health and Family Welfare, Horticulture, Irrigation and Public Health, Revenue and Welfare Departments shall attend the meetings of the Gram Sabha in whose jurisdiction they are posted, and if such village level functionaries fail to attend the meetings, the Gram Sabha shall report the matter to their controlling officer through the Gram Panchayat, who shall take disciplinary action against such functionaries within one month from the date of receipt of the report and shall intimate the action taken on such report to the Gram Sabha through the Gram Panchayat. In addition to this Gram Sabha will authorize Gram Panchayat to issue utilization certificate of funds spent on the implementation of the plans, projects and programmes undertaken in the Gram Panchayat areas.

b. **Gram Panchayat** : Gram Panchayats in our state are constituted for a village or group of villages having population ranging from 1000 to 5000. In Scheduled and other far flung areas Gram Panchayats are also constituted for the population of less than 1000. The numbers of members of Gram Panchayat are determined on the basis of population which ranges from 5 to 13 excluding Pradhan and Up-Pradhan. Pradhan, Up-Pradhan and members of Gram Panchayats are required to be elected directly by the voters of the Panchayat area. The member of the Panchayat Samiti representing a part or whole of the Gram Sabha area shall also be the member of the concerned Gram Panchayat(s) and shall have the right to vote.

c. **Panchayat Samiti** : Intermediate body of the three-tier Panchayati Raj system in the State is called Panchayat Samiti. This institution is co-terminus with the development blocks. Members of Panchayat Samitis are elected directly whereas the Chairpersons and Vice-Chairperson are elected indirectly by the elected members. The numbers of elected members of Panchayat Samiti are determined by the Govt. at the rate of one member for every 3500 population or part thereof subject to a minimum of 15 members. There is no separate office of Panchayat Samitis but office of the Block Development Officer is functioning as Samitis office. Block Development Officer has been designated as the Executive Officer-cum-Secretary of the Panchayat Samitis. The member of the Zila Parishad, representing the ward which comprises wholly or partly the Panchayat Samiti area shall also be the member of Panchayat Samiti.

d. **Zila Parishads** : This is uppermost body of the Panchayati Raj System. In our state Zila Parishad were constituted for the first time after the enactment of new law relating to Panchayati Raj system consequent upon 73rd Constitutional Amendment. Presently there are 12 Zila Parishad in our State. The members of Zila Parishad are elected directly by the people however the Chairpersons and Vice-Chairperson are elected by the elected members indirectly. Elected members of Zila Parishad are determined by the State Government at the rate on one member for every 25000 populations or part thereof subject to a minimum of 10 members. The members of Lok-Sabha, Members of State Legislative Assembly representing a part or whole of the District and the members of council of States where they are registered as

voters and the Chairpersons of the Panchayat Samitis of the Distt. are also the members of Zila Parishad. Additional Deputy Commissioner has been designated as Chief Executive Officer, whereas District Panchayat Officer is the Secretary of Zila Parishad. In addition to this Distt. Planning officer will be the Planning Secretary.

6. Constitution of District Planning Committees & Participatory Planning through Panchayats:

The Chairpersons of the DPCs is the Minister or Speaker or Deputy Speaker chosen by the State Government. The Deputy Commissioner is the Secretary of the respective District Planning Committee under the provision of section 185 of the Act.

As per the decision of the State Government, existing District level Planning Institutions of Planning Department have been placed under the technical control of the concerned Zila Parishad for strengthening structures of DPCs. The District Planning Institutions will also give technical assistance in respect of formulation, implementation and monitoring and review of District Plan and Plan schemes. The Planning Institutions at concerned district will function as Planning Secretariat for Zila Parishad. In addition to this, it has also been decided that Backward Region Grant Fund (BRGF) of the two Districts namely Chamba and Sirmour will be utilized for augmenting resources for DPC proposals.

As per the intention of Article 243 G of the Constitution of India, the activities followed by transfer of related funds and functionaries have yet to be devolved upon PRIs, as such, in the absence of transfer of functions, funds and functionaries Panchayats are unable to prepare plan for onwards submission to the District Planning Committee. Presently, the Plans are being prepared by the PRIs in respect of two districts namely Chamba and Sirmour and these plans are being consolidated and approved by the District Planning Committees for BRGF funds. The plans for these two districts have been prepared on the software developed by the GOI namely PLANPLUS. However, Panchayats at present are preparing plans in respect of untied funds available with them and these plans are approved by the Gram Sabha.

The third term of the Panchayats was expired on 22nd January, 2011 and the general elections for the fourth term have been conducted in December, 2010 and January, 2011 and the present Panchayats have started functioning with effect from 23rd January, 2011. As per the requirement of Article 243 ZD read with section 185 of the Himachal Pradesh Panchayati Raj Act, 1994, the State Government has issued notification on 29th March, 2011 published in official Gazette on 1st April, 2011 for determination of members of the District Planning Committees of all the 12 Districts and to include the Cabinet Minister/ Ministers, Speaker and Deputy Speaker to be member and chairman of the DPC. (Copy of the said notification is available on our official website *hppanchayat.nic.in*)

7. Provisions of PESA in the Scheduled Areas:

Status of Panchayats in the Schedule-V (Tribal) Area in the State.

General:

- Whole of the districts of Kinnaur and Lahaul-Spiti and Development Blocks, namely Pangi and Bharmour of Chamba District comprise the Schedule-V area in this State.
- There are 2 Zila Parishads, namely Kinnaur and Lahaul-Spiti and a part of Chamba District of Zila Parishad Chamba, 7 Panchayat Samitis namely Kalpa, Nichar, Pooh, Lahaul, Spiti, Bharmour, Pangi and 151 Gram Panchayats constituted in this State in the Scheduled-V areas. Following are the number of Gram Panchayats, development block wise in the Schedule-V area:

Kinnaur:	65	
	1. Kalpa	: 23
	2. Nichar	: 18
	3. Pooh	: 24

Lahaul-Spiti:	41	
	1. Lahaul	: 28
	2. Spiti	: 13

Chamba:	45	
	1. Bharmour	: 29
	2. Pangi	: 16

- As per the figures of 2001 census, the total population of the Schedule-V area in the State is 1, 66,402 and there are 1423 villages out of which 688 villages are habited while the other 735 villages are uninhabited.
- The average population of the Gram Sabha in the Schedule-V area is 1102 and if Gram Sabha for every village is to be constituted then another 537 Gram Sabhas would be required to be constituted. In that event, the average population of the Gram Sabha would be 241 and ward of the Panchayat on an average will have to be delimited for a population of 40 to 50 out of which voters would be 25 to 35 in number.
- The seats of members are being reserved for the persons belonging to the Scheduled Tribes and the Scheduled Castes in the Schedule-V areas as per the provisions of the PESA.
- State Government has provided 100% reservation in the offices of Chairpersons of Panchayats at all the three levels for the persons belonging to the Scheduled Tribes in Schedule-V areas of the State and one-third of the total offices are further reserved for women belonging to the Scheduled Tribes. Demand from the Schedules Castes within the Scheduled Tribes was also received by the Government for providing reservation to them in proportion to their population, which ranges from 15% to 27%, for the offices of Chairpersons, who are otherwise debarred under section 4 (g) of the central Act No.40. In this State, this problem has cropped up particularly in district Kinnaur as there is scheduled castes population within the scheduled Tribe population and the population is enjoying the status of both the Scheduled Caste as well as the Scheduled Tribe.

Notification of Rules under PESA: The State Government have framed and published the HP Panchayati Raj (Extension to the Scheduled Areas) Rules, 2011 vide notification No. PCH-HA (1) 4/ 2006-III, dated 26th March, 2011 and published in the official Gazette on 1st April, 2011. The copy of the said rules has also been hoisted on our website hppanchayat.nic.in.

CHAPTER-2

MAIN FUNCTIONS OF THE DEPARTMENT

The Department, under the provisions of Himachal Pradesh Panchayati Raj Act, 1994 is empowered to establish/constitute Gram Panchayats, Panchayat Samitis and Zila Parishads, and also re-organize and bifurcate the Gram Sabha circles. Besides supervision of works entrusted to Panchayati Raj Institutions, the department exercises financial control on the grants, loans provided to PRIs and expenditure incurred by them. With a view to solve the problems faced by PRIs the department provides guidance to them. Besides this the department ensures that the provisions of Act and Rules are properly complied with and imparts training to the elected representatives of PRIs as well as to the concerned officials.

CHAPTER-3

ADMINISTRATIVE SET UP OF DEPARTMENT

This department is under the direct control of Rural Development and Panchayati Raj Minister, and Secretary (Panchayats) at the State level. The Secretary is assisted by the Director. In this department posts of Gazetted and Non-Gazetted officers/officials as on 31.3.2011 were as under:-

Category	Name of the post	Sanctioned posts	Filled up posts	Vacant posts
Gazetted (Class-I)	1. Director, IAS	1	1	-
	2. Addl. Director HAS	1	1	-
	3. Deputy Director, (PR)	1	1	-
	4. Deputy Controller.(PR)	1	1	-
	5. Supdt. Gr-1	1	1	-
	6. Private Secretary	1	-	1
	7. District Panchayat Officer	12	12	-
	8. Principal, Panchayati Raj Trg. Institute.	2	1	1
Gazetted (Class-II)	1. Law officer	1	1	-
Non-Gazetted (Class-II)	1. Superintendent, Grade-II	13	11	2
	2. Editor-cum-Panchayat Information Officer	1	1	-
	3. District Audit Officer/Instructor	19	12	7
	4. Personal Assistant	1	1	-
Non-Gazetted (Class-III)	1. Senior Assistant	22	22	-
	2. Junior Scale Stenographer	2	1	1
	3. Panchayat Inspector	75	72	3
	4. Panchayat Auditor	88	77	11
	5. Sub-Inspector	75	74	1
	6. Clerk	67	40	27
	7. Driver	20	15	5
	8. Cook	1	1	-

Category	Name of the post	Sanctioned posts	Filled up posts	Vacant posts
Non-Gazetted (class-iv)	1. Gestetenor Operator	1	1	-
	2. Daftari	1	1	-
	3. Jamadar	1	1	-
	4. Peon	60	56	4
	5. Chowkidar	11	11	-
	6. Cook	1	1	-
	7. Sweeper	1	1	-
	Total:	481	418	63

CHAPTER-4

POWERS & FUNCTIONS OF PANCHAYATS

A. Powers and functions specified under the H.P. Panchayati Raj Act, 1994 and the rules made there under:

- Gram Panchayats have been empowered to enquire and make report about misconduct of certain officials such as Peon, Bailiff, Constable, Head Constable, Chowkidar of the Irrigation Department, Forest Guard, Patwari, Vaccinator, Canal Overseer, Game Watcher, Panchayat Secretary, etc.
- Gram Panchayats have been empowered to hear and decide cases relating to minor offences under I.P.C., the vaccination Act, 1880, the cattle tress pass Act, 1871, the Himachal Pradesh Juveniles (Prevention of smoking Act), 1952 and the Public Gambling Act, 1867 and also to hear and decide applications for maintenance under section 125 of the Cr. P.C.
- Gram Sabhas have been empowered to approve the annual budget of the Gram Panchayat as well as to consider and take appropriate action in respect of the annual statement of accounts of the Gram Panchayat, report of the administration of the preceding financial year and the last audit note and the replies, if any, made thereto.
- Gram Sabhas have been empowered to approve plans, programmes and budget prepared by the Gram Panchayat for economic development and social justice and also to authorize, after being satisfied, issuance of utilization certificates of funds spent on the implementation of the plans, projects and programmes of the Gram Panchayat.
- Gram Sabhas have been empowered to constitute Vigilance Committees to supervise the Gram Panchayat works, schemes and other activities and to put reports concerning them in its meeting and shall also send a copy of the said report to the BDO.
- Panchayats at all the three levels have been empowered to execute development works. However, technical sanction of Takniki Sahyaks, Junior Engineer, Assistant Engineer and Executive Engineer as per the limits specified in Appendix-D of The Himachal Pradesh Panchayati Raj (Finances, Budget, Accounts, Audit, works, Taxation and Allowances) Rules, 2002.
- With a view to achieve maximum participation in the meetings of the Gram Sabhas, it has been made mandatory that every Gram Sabha shall hold four general meetings in each year on the predetermined days i.e. on 1st Sunday of January, April, July and on 2nd October.

- There shall be constituted Up-Gram Sabha for each ward of the Gram Panchayat and all members of the Gram Sabha residing within the area of the ward shall be members of the Up-Gram Sabha.
- Panchayats at all the three levels have been empowered to constitute standing committees.
- Panchayats at all the three levels have been empowered to raise loans for creation of income generating assets without previous sanction of the Government if the project is assessed by the financial institutions as economically/financially viable. However the Gram Panchayat shall be required to obtain prior approval of the Gram Sabha for raising a loan.
- The Gram Panchayats have been empowered to protect public property such as sign boards, mile stones on public roads, paths, irrigation and water supply schemes, public taps, public wells, hand pumps, community centers, mahila mandal bhavans, school buildings, health institution buildings. In case of violation of the orders of the Gram Panchayats in the matter, the Gram Panchayat can also impose penalty upto Rs.1000/- and in case of recurring breach, further penalty @ Rs.10/- per day with maximum upto Rs. 5,000 can be imposed.
- Panchayats have been authorized to levy taxes, fees, fines and cess.
- It has been made mandatory that the village level functionaries of the Agriculture, Animal Husbandry, Primary Education, Forest, Health and Family Welfare, Horticulture, Irrigation & Public Health, Revenue and Social Justice and Empowerment department shall attend the meetings of the Gram Sabha.

B. Powers and functions devolved under executive orders from time to time:

With a view to strengthen democracy at the grass root level and to make the PRIs viable institutions of self governance, the State Government has devolved powers, functions and responsibilities relating to 15 departments, namely Agriculture, Animal Husbandry, Ayurveda, Education, Food & Supplies, Forest, Health & Family Welfare, Horticulture, Industries, Irrigation & Public Health, Public Works, Revenue, Rural Development and Social & Women Welfare to the Panchayati Raj Institutions on 31st July, 1996 covering 27 subjects out of the 29 subjects as mentioned in the 11th Schedule of the Constitution. Besides the above, Government has also delegated following powers by way of executive orders to the PRIs.

1. Preparation of Micro-Plans by Gram Panchayats.
2. Powers to decide about location of Institutions of public utility.

3. Village level committees of the department to be integrated with the standing committees of the PRIs set up.
4. Selection of beneficiaries under various schemes shall be done through Gram Sabha.
5. PRIs have been empowered to report about the physical attendance of Ayurvedic, Allopathic and Animal Husbandry Doctors, School Teachers, Patwaris, Forest Guards etc. at their places of posting.
6. Chairpersons of Zila Parishads have been designated as the chairpersons of the Governing Body of the respective DRDAs.
7. Pradhan or Up-Pradhan of Gram Panchayats have been empowered for issuing fishing license to anglers for sport fishing and Chairperson and Vice-Chairperson Panchayat Samitis for issuing license to professional fishermen for general and trout water fishing and the money realized as license fee would be retained by the concerned Panchayats as its revenue.
8. Cess of Rs.1/- per bottle of liquor sold in the rural area will be collected and transferred to the Gram Panchayats for utilization in developmental activities.
9. Before grant of any lease for mining any minerals a resolution from the concerned Panchayat has been made compulsory.
10. Zila Parishads have been empowered to appoint Assistant Engineers on contract basis for giving technical guidance to PRIs.
11. Panchayat Samitis have been empowered to appoint Panchayat Sahayaks, Kanisht Lekhapal and Junior Engineers..
12. The Gram Panchayats have been made the appointing authority in respect of the grass root level functionaries such as Panchayat Chowkidars, Tailoring Mistress.
13. Ownership of Primary School Buildings has been transferred to the Gram Panchayats and the maintenance/repair and control of Primary School buildings would be the responsibility of Gram Panchayats.
14. Zila Parishad and Panchayat Samitis have been empowered to supervise the duties and functions regarding revenue matter, to assist the revenue officials in identification of landless/houseless persons and formulation of policies for utilization of government land and giving no objection certificates for such land on lease at district and block level.
15. Gram Sabha resolution has been made compulsory before granting of any area on money lease and installation of mineral based industry. The Gram Panchayats have also been given powers to issue permits for the personal bonafide use for extraction of sand, stone, bajri and slates.
16. Pradhans of Gram Panchayats have been appointed as Forest Officers to carry out the purposes of rule 11 of the Himachal Pradesh Forest

Produce Transit (Land Routes) Rules, 1978 for the issuance of pass for transport of Minor Forest Produce collected from the Forest in respect of 37 items.

Financial Resources of Panchayats:

1. Grant in aid from the Govt.
2. House tax.
3. Tax on extraction and export of sand, stone, bajri and slates.
4. Liquor cess @ Re.1/- per bottle sold in rural areas.
5. Land revenue.
6. 1% contingency.
7. Interest money.
8. Teh-bazari from the shopkeeper.
9. Service fee.
10. Income from own assets such as shops, orchards etc.
11. License fee for fishing.
12. Permit fee for minor forest produce.
13. Duty on Mobile Communication Service providers.

C. Imposition of taxes by Gram Panchayats: Presently, Zila Parishad and Panchayat Samitis are not levying any tax, fees, cess etc. However, a Gram Panchayat may, through a resolution and after previous publication, levy-

- (i) **Property tax :** A Gram Panchayat may, through a resolution and after previous publication, levy property tax at such rates and in such manner as it may deem fit on residential and commercial buildings, in the Sabha area.
- (ii) **Profession Tax:** with the previous approval of the Government, a tax on persons carrying on any profession, trade, calling and employment other than agriculture in the Sabha area; provided such tax has not been levied in the Sabha area by any other local authority under any law for the time being in force.
- (iii) **Duty on transfer of property:** if so authorized by the Government, a duty on transfer of property in the form of a surcharge on the duty levied under the Indian Stamp Act, 1899, in its application to Himachal Pradesh, on instruments of sale, gift and mortgage with possession of immovable property situated in the Sabha area at such rate as may be fixed by the Government not exceeding two percent on, as the case may be, the amount of the consideration, the value of the property or the amount secured by the mortgage, as set forth in the instrument.
- (iv) **Fees :** A Gram Panchayat may, through a resolution and after previous publication, levy following fees at such rates and in such manner as it may deem fit in the Sabha area, namely:-
 - (a) Teh-Bazari from the shopkeepers in the fairs.

- (b) Service fee for cleaning of streets, lighting of streets, sanitation, solid and liquid waste management, parking of vehicles, as the case may be;
 - (c) Fee for registration of animals sold in the Sabha area and
 - (d) Water rate where water is supplied by the Gram Panchayat.
- (v) **Land Revenue:** Gram Panchayats have been empowered to collect the land revenue from the land owners/right holders and Gram Panchayats will use the collected land revenue at their own level.
- (vi) **Liquor Cess:** Cess of Rs.1/- per bottle of liquor sold in the rural area will be collected and transferred to the Gram Panchayats for utilization in developmental activities.

D. Duty on Mobile Communication Service providers:

Gram Panchayats have been authorized to levy duty on Mobile Communication Service providers for installation of Mobile Communication Tower at the rate of Rs.4,000/- per tower and annual renewal fee at the rate of Rs.2000/- per annum per tower with the following conditions:-

- (a) An option for lump sum payment of renewal fee may be given in blocks of 5 years (with 40% discount for upfront payment of the entire amount including renewal fees for 5 years).
- (b) There shall be periodic increase in renewal fee by 25% after every 5 years.
- (c) An additional amount at the rate of 60% shall be levied for every additional antenna which shares the same tower.

Honorarium to elected representative of Panchayati Raj Institutions:

Himachal Pradesh is perhaps one of the few states in India which is providing monthly honorarium to all the elected representatives of Panchayati Raj Institutions. The detail of rates of Honorarium provided to elected representatives PRIs is as under:-

S.No.	Particular of elected representatives	Rates of Honorarium
1	Chairperson of ZP	3500
2	Vice-Chairperson of ZP	2500
3	Member of ZP	1500
4	Chairperson of PS	1800
5	Vice-Chairperson of PS	1500
6	Member of PS	1200
7	Pradhan of G Ps	1200
8	Up-Pradhan of G Ps	1000
9	Members of G Ps	Sitting fee of Rs. 150/- per meeting subject to maximum of two meeting in a month.

The daily allowance admissible to the office bearers of Panchayats on following rates as per the notification No. PCH-HA (3)20/95 Dated 21 August 2006:-

1. Chairman and Vice-Chairman of Zila Parishads.	Rs. 80/-
2. Members of Zila Parishad and Chairman and Vice Chairman of Panchayat Samitis.	Rs. 60/-
3. Members of Panchayat Samitis, Pradhans and Up-Pradhans of Gram Panchayats.	Rs. 50/-
4. Members of Gram Panchayats	Rs. 30/-

The expenditure on travelling and daily allowances shall be borne by the concerned Panchayat.

Annual expenditure on account of payment of Honorarium to elected representative of PRIs

S. No.	Particular	Total seats / offices	Total Expenditure (Rs. In lakh)
1	Chairperson of ZP	12	5.04
2	Vice-Chairperson of ZP	12	3.60
3	Member of ZP	227	40.86
4	Chairperson of PS	77	16.63
5	Vice-Chairperson of PS	77	13.86
6	Member of PS	1528	220.03
7	Pradhan of G Ps	3243	466.99
8	Up-Pradhan of G Ps	3243	389.16
9	Members of G Ps	19413	698.86
	Total:-	27832	1855.03

Accountability and transparency in the functioning of PRIs:

To make grass root level democratic institutions more responsive, accountable and to ensure transparency in their day to day functioning, instructions have been issued with respect to, access to information, publicity, accountability, promptness in dealing with public etc. It has been decided that any voter of the Panchayat area can inspect the record of the Panchayat and can have copy thereof after paying the nominal fee prescribed for the purpose. Permanent as well as variable information including list of beneficiaries and list of schemes along with sanctioned amount thereto will be displayed on the notice boards of the Panchayats. Besides this, attendance of the Panchayat Secretary in a particular Panchayat will be verified by the concerned Pradhan.

Technical Staff of PRIs.

With a view to provide technical guidance and assistance in the execution of development works being by Panchayats, a panel of Takniki Sahayak is drawn at Block level so as to have one Takniki Sahayak for every two Gram Panchayats in the Block. The Gram Panchayat are free to take the services of any of the Takniki Sahayak from the panel drawn for each work. The Takniki Sahayak would be paid 2% of the total cost of each work up to 50000/- 2% and up to 1.50 lac 1.5% as service fee. Presently 1069 Technical Assistant are working in Gram Panchayat. Panchayat Samitis and Zila Parishad have been empowered to appoint Junior Engineers and Assistant Engineers respectively on contract basis, who are also selected by a committee on the basis of the approved criteria. The monthly remuneration paid to the Junior Engineers is ₹ 14,100/- (i.e. Grade Pay+ Pay Band) and Assistant Engineers in the office of Zila Parishads are paid ₹ 21,000/- PM (Grade Pay+ Pay Band) respectively which is paid by the Panchayat concerned. The above technical staff is placed under the overall control of the concerned Panchayats. The detail of staff engaged is given below. 38 Contractual J.E. has been regularized in the pay scale of ₹ 10,300-34,800+3800=14,590/- in Zila Parishad.

S.No.	Name of District	Sanctioned Post A.Es.	Sanctioned Post J.Es
1	Shimla	1	25
2	Solan	-	10
3	Sirmour	-	15
4	Kinnaur	2	5
5	Kullu	-	12
6	Lahul-Spiti	1	4
7	Mandi	-	27
8	Chamba	-	19
9	Kangra	-	37
10	Hamirpur	-	11
11	Bilaspur	-	8
12	Una	-	14
	Total	4	187

Administrative staff of PRIs:

At present, Panchayat secretaries are posted in 786 of the Gram Panchayats, who are the employees of the State Government and 1071 Gram Panchayats have been authorized to appoint Panchayat Sahayaks on contract basis and their services have been placed under the overall control of the Panchayats Samiti concerned. They are paid a monthly remuneration of

₹ 5910/- p.m. As per rule notified the Panchayat Sahayaks would be imparted training and at the end of the training there will be conducted an examination. In addition there are 1092 Panchayat Sahayak re-designated as Panchayat Sectaries (on contract) after completion of 8 years of service and paid rupees 7810/- monthly remuneration.

In addition to above, with a view to train rural women for generation of self employment, Gram Panchayats have also been authorized to appoint Tailoring Teacher on contract basis. They are being paid a monthly remuneration of Rs. 1400. Besides this, every Gram Panchayat has appointed one Panchayat Chowkidar, who is being paid remuneration of Rs. 1000 per month. The expenditure on account of payment of remuneration of Panchayat Chowkidar is shared by the State Government and the concerned Gram Panchayat in the ratio of 90:10.

12 Junior Scale Stenographer have been appointed on contract basis on rupees 8710/- p.m. remuneration in Zila Parishads and 10 posts of Kanisht Lekhapal have been appointed on contract basis at rupees 7810/- p.m. remuneration.

The Detail of the Regular/ Contractual staff of Panchayati Raj Institutions:-

Post	Shimla	Solan	Sirmour	Kinnour	Kullu	LahulSpiti	Mandi	Chamba	Kangra	Hamirpur	Bilaspur	Una
J. E.	25	10	15	5	12	4	27	19	37	11	8	14
A.E.	1	-	-	2	-	1	-	-	-	-	-	-
Tailoring Teacher	310	192	213	60	177	39	374	259	698	204	126	213
Panchayat Sahayaks	225	135	157	48	126	29	312	220	441	127	98	152
Panchayat Chowkidars	363	211	228	65	204	41	473	283	760	229	151	235
Kanishath Lekhapal	2	-	-	3	2	2	-	1	-	-	-	-
Junior Scale Stenographer	1	1	1	1	1	1	1	1	1	1	1	1
Total	927	549	614	184	522	117	1187	783	1937	572	384	615

Audit:

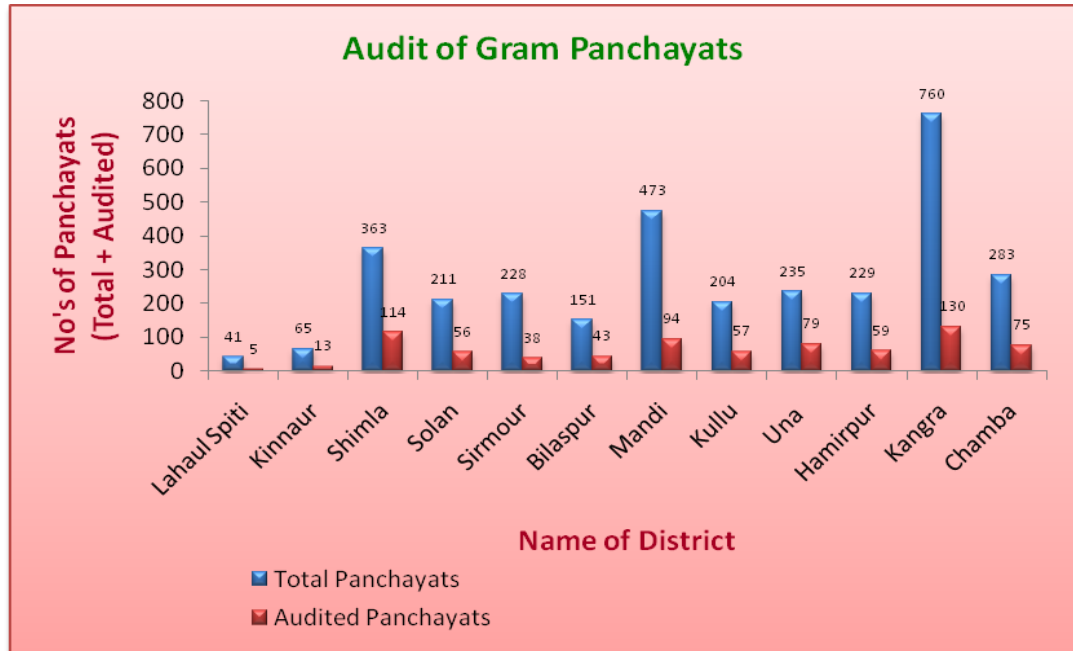
It has been provided under sub-section (1) of section 118 of the Himachal Pradesh Panchayati Raj Act, 1994 that there will be a separate and independent Audit Agency under the control of the Director of Panchayati Raj to audit the accounts of the Panchayats and with a view to have proper financial control on income and expenditure of Panchayats Deputy Controller (Audit) and Distt. Audit Officer at the Headquarter and one District Audit Officer in each district has been appointed. The District Audit Officers at District level have been placed under the control of District Panchayat Officers and Panchayat Auditors have been posted in each district in proportion to the number of Gram Panchayats i.e. one Auditor against 35 Panchayats.

Sixty percent Audit of Gram Panchayats, Panchayat Samitis and Zila Parishads is being conducted every year. Audit of Zila Parishad is conducted by Deputy Controller (Audit) Panchayati Raj Department. Audit of Panchayat Samitis is conducted by the District Audit Officer whereas audit of Gram Panchayat is conducted by the Auditors. Besides this, test audit of ten percent Gram Panchayat is conducted by the District. Audit Officer. Re-audit of those Gram Panchayat and Panchayat Samitis are also conducted where serious cases of embezzlement come to the notice of department. The target of audit of Panchayat cannot be achieved due to the General Election of Panchayati Raj Institutions as audit staff and Panchayat Secretaries/Panchayat Sahayak were busy in election work. In addition to this, 7 posts of District Audit officers/Instructors and 11 posts of Auditors were vacant.

The details of audit of Gram Panchayat and Panchayat Samitis of the year 1.4.2010 to 31.3.2011 are as under:-

Sr No	Name of the District.	No. of Zila Parishad		No. of Panchayat Samitis		No. of Gram Panchayats	
		Total	Audited	Total	Audited	Total	Audited
1.	Lahaul Spiti	1	-	2	0	41	05
2.	Kinnaur	1	1	3	0	65	13
3.	Shimla	1	-	10	0	363	114
4.	Solan	1	-	5	0	211	56
5.	Sirmour	1	-	6	3	228	38
6.	Bilaspur	1	-	3	0	151	43
7.	Mandi	1	-	10	0	473	94

8.	Kullu	1	-	5	1	204	57
9.	Una	1	-	5	0	235	79
10	Hamirpur	1	-	6	1	229	59
11	Kangra	1	-	15	0	760	130
12	Chamba	1	-	7	0	283	75
TOTAL		12	1	77	5	3243	763

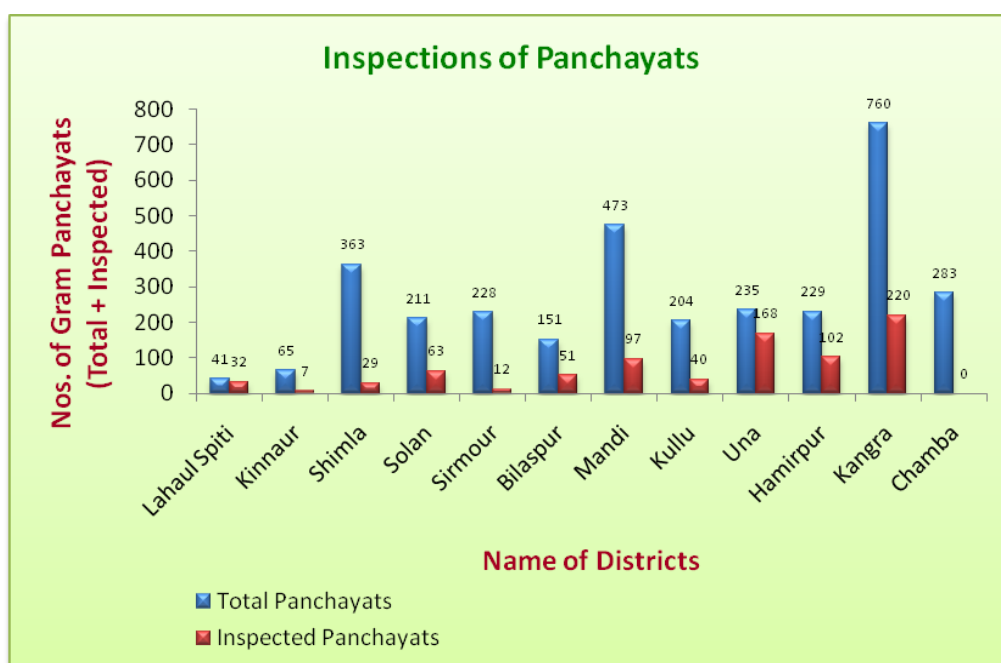


Inspection:

Every year Gram Panchayats are inspected by the Panchayat Inspectors whereas the inspection of Panchayat Samitis is conducted by the District Panchayat Officer or other senior officer of the department. The target of Inspection of Gram Panchayat cannot be achieved due to the General Election of Panchayati Raj Institutions as Panchayat Inspector/Sub-Inspector and Panchayat Secretaries/Panchayat Sahayak were busy in election work.

The details of inspection of Gram Panchayats from 1.4.2010 to 31.3.2011 are as under:

S.No.	Name of the District	No. of Gram Panchayats	
		Total	Inspected
1.	Lahaul Spiti	41	32
2.	Kinnaur	65	7
3.	Shimla	363	29
4.	Solan	211	63
5.	Sirmour	228	12
6.	Bilaspur	151	51
7.	Mandi	473	97
8.	Kullu	204	40
9.	Una	235	168
10.	Hamirpur	229	102
11.	Kangra	760	220
12.	Chamba	283	0
	Total:-	3243	821



CHAPTER 5

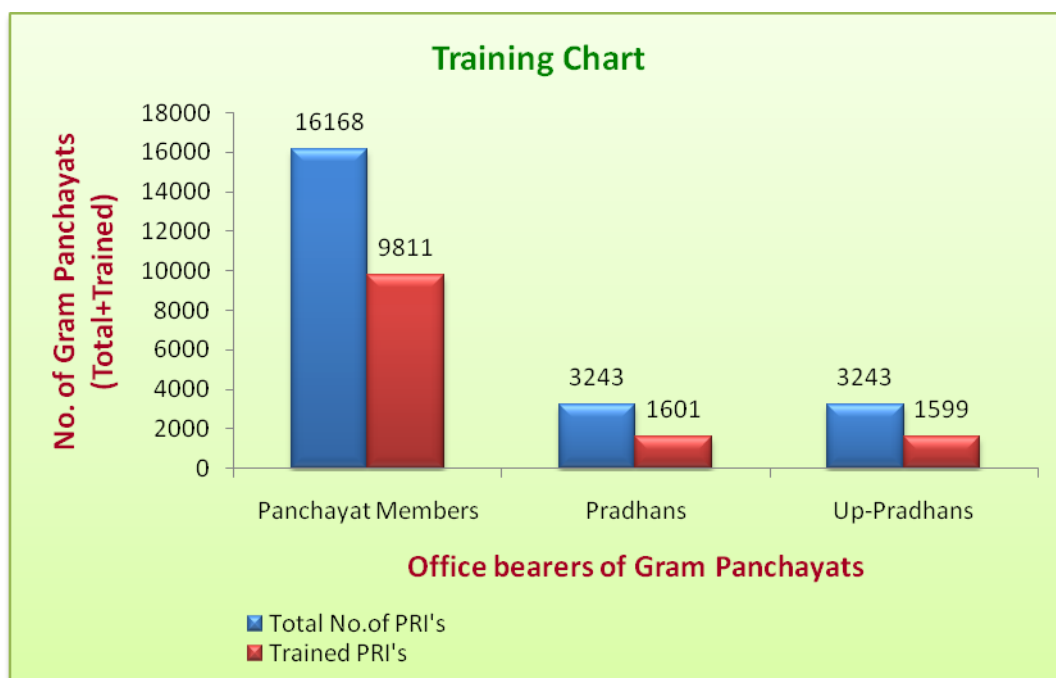
Training

For the smooth functioning of any institution, development of concerned human resource is essential and to achieve the same two departmental training institutes, one situated at Mashobra and the other at Baijnath, impart training to the elected representatives of PRIs as well as to the officials of the department. The main objectives of training are as under:-

1. To provide knowledge of the Act and Rules.
2. To acquaint them with the procedure of accounts and other records.
3. To give training regarding judicial functions of Gram Panchayats especially the procedure and maintenance of record.
4. To give guidance for solving local problems.
5. To make them aware of various developmental schemes of rural areas.

Status of Training imparted to PRIs in all Districts/PRTIs as on 30-4-2011.

S. No	Name of District	Pradhan		Up-Pradhan		Members		Officials		Total attendance
		M	F	M	F	M	F	M	F	
1	Kangra	157	190	339	5	918	1236	238	38	3121
2	Sirmour	68	71	141	1	360	814	102	25	1582
3	Solan	58	51	108	-	260	384	81	17	959
4	Kullu	63	52	109	1	276	388	68	22	979
5	Bilaspur	21	23	45	-	114	175	40	3	421
6	Una	50	53	95	3	236	354	74	24	889
7	Hamirpur	57	62	119	-	278	414	93	21	1044
8	Chamba	102	102	204	1	509	609	188	-	1715
9	Shimla	99	94	198	2	452	654	139	38	1676
10	Mandi	106	101	204	2	528	751	174	20	1886
11	Kinnaur	12	9	22	-	42	59	15	6	165
12	Lahaul-Sapiti	-	-	-	-	-	-	-	-	-
	Total	793	808	1584	15	3973	5838	1212	214	14437



Staffing Position:

There is one post of Principal and three posts of Instructor, besides 2 posts of Clerk, 2 posts of Peon and one post of Cook in each Panchayati Raj Training Institutes i.e. Mashobra and Baijnath.

Infra-structure facilities in PRTI Mashobra

- i. There is a hostel facility along with the mess facility for the participants. There are 10 rooms in the hostel building and each room have 5 beds and as such total capacity is 50 participants at a time.
- ii. There is a one big training /conference hall for organizing training & workshop which has a sitting capacity of 60 participants at a time, besides this, one computer laboratory has been setup.
- iii. A guest faculty hostel with 6 sets is also under construction.
- iv. Separate women hostel is under construction which will have capacity for 25 to 30 participants at a time.

Infra-structure facilities in PRTI Baijnath

Rupees 6.44 crore was sanctioned for construction of new complex training institute at Baijnath. The proposed building of the institute will consists of 4 stories having plinth area of 3750.85 sq.m. comprises of Administrative Block, Class room, Library Hall, Common room, Game Hall, Conference Hall, Room, Guest room, Dining Hall with Kitchen and Hostel for ladies and gents. The construction of building is in progress and likely to be completed in a year.

Others Facilities:

Library facilities are also provided in these institutes with provision for audio-visual aids (LCD, computer). These Institutes provide training to the elected representatives of the Panchayati Raj Institutions as well as the officials of the Panchayati Raj & Rural Development Department, such as Panchayat Inspectors, Panchayat Auditors and Panchayat Secretaries. After completion of training there is a provision for conducting an examination of Government officials who are required to qualify the same.

CHAPTER 6

Panchayat Bhawan

With a view to provide board and lodging facilities to the elected representatives of PRIs, Panchayat Bhawans at the district headquarters have been constructed. The construction work of these Bhawans has been completed except in district Kangra. Solan, Kinnaur State level Panchayat Bhawan is situated at Shimla, which is placed under the control of the State level Governing Body under which an executive committee is also constituted, which approves the income and expenditure of Panchayat Bhawan and also approves the action plan for smooth functioning of the Panchayat Bhawan. The meeting of the Governing Body is held as and when needed. Bye-laws have also been framed to ensure smooth functioning of Panchayat Bhawan.

Zila Parishads Buildings:

In the light of the provisions of 73rd. constitutional amendment and Himachal Pradesh Panchayati Raj Act, 1994, three tier system of Panchayat was established in the state and as a result of which Zila Parishad came to existence for the first time in the year 1996. The budget provision for the construction of Zila Parishad buildings were made and the office buildings of the Zila Parishad Bilaspur , Kangra , Sirmour, Solan, Hamirpur, Kullu, Mandi, Kinnaur, Chamba and Una have completed and their offices have started functioning in these buildings. The construction work of the office buildings of Shimla and Lahul-Spiti is yet to start. The Zila Parishad where the construction work is not completed or yet to start is functioning in others buildings of Government.

CHAPTER 7

A. Funds:

The five year plan 2007-2012 has been submitted to the planning department for its approval.

The budget provisions of the department for the year 2010-11 under plan and expenditure incurred were as follows:-

Detail of Sanction Provision/expenditure under Plan/Non Plan of r/o Panchayati Raj Department for the year 2010-11

(Rs. in Lac)						
Sr. No	Head Scheme	Sanction Budget	Revised/ Add	Total(3+4)	Expenditure	Balance
1	2	3	4	5	6	7
	Demand No 20					
1	2515-00-101-02(Soon) P-42	25.00	-	25.00		
	Oath Ceremony				25.00	
	Total	25.00		25.00	25.00	
2	2515-00-101-02 (Soon) NP	807.96	-	591.99		
	2515-00-101-02 (Soon) NP 42	61.00	-			
	➤ Training	50.00			50.00	-
	➤ Training material	5.00			5.00	-
	➤ Samelan	5.00			5.00	-
	➤ Entertainment & hospitability	1.99			1.99	-
	Total	61.99	-		61.99	
	2515-00-101-02(Soon) NP 44	530.00				
	➤ Award to Un-opposed Gram Pants.	530.00			530.00	-
	Total	530.00			530.00	
	G.Total	807.95		591.99	591.99	215.96 (Re-appropriate in Major Head 2515-00-101-08(Soon)NP-44)
	2515-00-003-04(Soon) P	10.00	-	10.00		
	C/o Administrative Block Mashobra				10.00	
	Total:			10.00	10.00	

3	2515-00-101-07 (Soon) N.P-44 GIA	5187.00	45.83	5232.83		
	➤ TFC to Zila Parishad				2639.33	
	➤ TFC to P. Samiti				1556.10	
	➤ TFC to G. Panchayats				1037.40	
	Total			5232.83	5232.83	
4	2515-00-101-08 (Soon) N.P GIA	4802.60	720.06+ 215.96	5738.62		
3	2515-00-101-08 (Soon) N.P-41GIA	4444.87				
	➤ Hon. to Jr. Acctt.				4.08	
	➤ Pay to P. Chowkidar				313.67	
	➤ Livery to P.Chowkidar				25.97	
	➤ Pay to Jr. Eng. (Regu)				82.85	
	➤ Pay to Jr. Eng. (Cont.)				238.85	
	➤ Hon. to T. Teacher				339.49	
	➤ Hon to P. Sahayak/Sachiv				1726.85	
	➤ Hon to Elected Reps Of PRIs				1646.84	
	➤ Hon. to Kanishat Ashulipik				9.68	
	➤ T.A to Z.P				3.00	
	➤ T.A to P.S				7.00	
	➤ T.A to G.P				46.59	
	Total				4444.87	
	2515-00-101-08 (Soon) N.P-42 GIA	347.29				
	➤ OE to Zila Parishad				62.66	
	➤ OE to P. Samiti				19.35	
	➤ OE to G. Panchayats				260.22	
	➤ Giriraj Saptahiki				5.06	
	Total				347.29	
	2515-00-101-08 (Soon) N.P-44 GIA	946.46				
	➤ Construction Works				946.46	
	Total	946.46			946.46	
	G.Total			5738.62	5738.62	
5	2515-00-101-09 (Soon) N.P	2346.00	-	2346.00		
	➤ BRGF Grant				2346.00	
	Total			2346.00	2346.00	
6	2515-00-101-10 (Soon) N.P	219.70	-	219.70		
	➤ Minor Minral				219.70	
	Total:			219.70	219.70	
7	2515-00-101-11 (Soon) P	30.00	-	30.00		
	➤ GTZ Project				30.00	
	Total:			30.00	30.00	
8	4216-02-800-01(Soon) Plan	2.00	-	2.00		
	➤ DPO Residence				2.00	

	Total			2.00	2.00	
9	4216-02-800-01(Soon) Plan	32.00	-	32.00		
	➤ PI/SI Residence				32.00	
	Total:			32.00	32.00	
10	4515-00-101-01(Soon) Plan	5.00	-	5.00		
	➤ DPO Office Bulds.				5.00	
	Total			5.00	5.00	
	Demand No. 32					
1	2515-00-789-01(soos) Plan	295.00	295.00	295.00		
	C/o Community Centre				295.00	
	Total:			295.00	295.00	
2	2515-00-789-02(soos) Plan	700.00	-	700.00		
	BRGF Grant				700.00	
	Total:			700.00	700.00	
	Grand Total:			15228.14	15228.14	

B. Funds sanctioned for the construction of Panchayat Ghar under general budget & RGSY during 2010-11:

Rs. In Lakh.

S.No.	Name of District	Nos. of Panchayat	Funds provides
1	Bilaspur	15	51.00
2	Una	10	34.00
3	Chamba	-----	-----
4	Solan	25	85.00
5	Sirmaur	-----	-----
6	Kangra	65	221.00
7	Kullu	26	88.40
8	Mandi	90	306.00
9	Hamirpur	12	40.80
10	Shimla	57	193.80
	Total	300	1020.00

Right to Information Act

In pursuant to section-4 of the Right to Information Act, 2005 the following officers has been designated to provide informations:-

STATE LEVEL

Sr. No.	Name of the Officers with present designation	Designation under RTI Act, 2005
1.	Addl. Director- cum- Joint Secretary	Appellate Authority.
2.	Deputy Director	Public Information Officer
3.	Deputy Controller (Audit)	Assistant Public Information Officer.

At DISTRICT LEVEL

DISTRICT SHIMLA

S. N.	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	0177-2657005
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	0177-2657028
3.	Assistant Public Information Officer.	Superintendent	Official supervision	0177-2657028

DISTRICT SOLAN

	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01792-223705
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01792-223756
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01792-223756

DISTRICT SIRMOUR AT NAHAN

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01702- 222410
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01702- 222272
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01702- 222272

DISTRICT KINNAUR

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01786-222290
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01786-222290

DISTRICT KULLU

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01902-222226
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01902-222306
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01902-222306

DISTRICT LAHUL-SPITI AT KEYLONG

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01900- 222457
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01900- 222457

DISTRICT MANDI

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01905-225205
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01905- 223025
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01905- 223025

DISTRICT HAMIRPUR

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01972-224324
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01972-222407
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01972-222407

DISTRICT BILASPUR

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01978-224763
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01978-223871
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01978-223871

DISTRICT KANGRA AT DHARAMSHA

Sr. No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01892-223321
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01892-223209
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01892-223209

DISTRICT CHAMBA

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01899-222540
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01899-222204
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01899-222204

DISTRICT UNA

Sr . No	Designation under RTI Act, 2005	Name of the Post to be designated	Jurisdiction (area/ subject)	Telephone / fax No.
1.	Appellate Authority	Addl. Deputy Commissioner	Supervision of PRIs up to Distt. level	01975-225188
2.	Public Information Officer.	District Panchayat Officer	Conducting of Audit of PRIs up to Distt. Level.	01975-222607
3.	Assistant Public Information Officer.	Superintendent	Official supervision	01975-222607

AT BLOCK LEVEL

Sr. No.	Officer/official	Designation under RTI Act, 2005
1.	Executive Officer- cum- BDO, Panchayat Samiti	Appellate Authority
2.	Inspector (Panchayat)	Public Information Officer
3.	Sub Inspector (Panchayat)	Assistant Public Information Officer

AT GRAM PANCHAYAT LEVEL

Sr. No.	Officer/official	Designation under RTI Act, 2005
1.	Sub Divisional Officer(C)	Appellate Authority.
2.	Block Development Officer	Public Information Officer.
3.	Secretary of concerned Gram Panchayat.	Assistant Public Information Officer.

PANCHAYATI RAJ INSTITUTES BAIJNATH AND MASHOBRA

Sr . No .	Name of the Post to be designated	Designation under RTI Act, 2005	Telephone (Mashobra)	Telephone (Baijnath)
1.	Principal	Appellate Authority	95177-2740227	951894-263041
2.	Senior most Instructor	Public Information Officer.	95177-2740227	951894-263041
3.	Junior Assistant/ Clerk	Assistant Public Information Officer.	95177-2740227	951894-263041

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTRICT KINNAUR

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1.	Appellate Authority	Project Officer, I.T.D.P.-cum-Chief Executive Officer, Zila Parishad Kinnaur.
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Kinnaur.
3.	Asstt. Public Information Officer	Distt. Audit Officer Kinnaur

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTIRCT KULLU

Sl. No.	Name of the post to be designated	Designation under R.T.I. Act, 2005
1.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P. Kullu
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Kullu.
3.	Asstt. Public Information Officer	Distt. Audit Officer Kullu

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTIRCT LAHUL SPITI AT KEYLONG

Sr. No.	Name of Appellate Authority/ PIO/APIO	Designated & Office Address	Jurisdiction (area/subject)
1.	(PIO)	District Panchayat Officer	Supervision of PRIs up to District Level
2.	(APIO)	District Audit Officer	Conducting of Audit of PRIs upto District Level

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTIRCT SIRMOUR, NAHAN

Sl. No.	Name of the post to be designated	Designation under R.T.I. Act, 2005
1.	Appellate Authority	District Panchayat Officer-Secretary, Zila Parishad Sirmour
2.	Superintendent, District Panchayat Officer-Sirmour at Nahan	Public Information Officer
3.	Personal Assistant, Zila Parishad	Asstt. Public Information Officer

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTIRCT MANDI

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P.
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P.
3.	Asstt. Public Information Officer	Distt. Audit Officer

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTIRCT SOLAN

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1.	Appellate Authority	ADM-cum-Chief Executive Officer, Zila.Parishad. Solan
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Solan.
3.	Asstt. Public Information Officer	Distt. Audit Officer Solan

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTIRCT SHIMLA

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1.	Appellate Authority	ADC-cum-Chief Executive Officer, Z.P. Shimla
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Shimla.
3.	Asstt. Public Information Officer	Distt. Audit Officer Shimla

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTRICT HAMIRPUR

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1.	Appellate Authority	Additional Distt Magistrate-cum-Chief Executive Officer, Z.P. Hamirpur
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Hamirpur.
3.	Asstt. Public Information Officer	Distt. Audit Officer Hamirpur

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTRICT CHAMBA

Sl. No.	Name of the post to be designated	Designation under R.T.I. Act, 2005
1	ADM-cum-Chief Executive Officer, Z.P. Chamba	Appellate Authority
2.	District Panchayat Officer-cum-Secretary, Z.P. Chamba.	Public Information Officer
3.	Distt. Audit Officer Chamba	Asstt. Public Information Officer

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTRICT UNA

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P. Una
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Una.
3.	Asstt. Public Information Officer	Distt. Audit Officer Una

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTRICT BILASPUR

Sl. No.	Name and Designation	Authority	Jurisdiction
1	DPO	Appellate Authority	Zila Parishad Bilaspur
2.	DAO	Public Information Officer	Zila Parishad Bilaspur
3.	Supdt.	Asstt. Public Information Officer	Zila Parishad Bilaspur

OFFICE OF THE SECRETARY, ZILA PARISHAD DISTRICT KANGRA AT DHARAMSHALA

Sl. No.	Designation under R.T.I. Act, 2005	Name of the post to be designated
1.	Appellate Authority	Additional Deputy Commissioner-cum-Chief Executive Officer, Z.P. Kangra
2.	Public Information Officer	District Panchayat Officer-cum-Secretary, Z.P. Kangra.
3.	Asstt. Public Information Officer	Distt. Audit Officer Kangra

All information pertaining to this department is available on departmental website i.e. www.hppanchayat.nic.in.