



GOVERNMENT OF JAMMU & KASHMIR

CITIZEN'S CHARTER

**PLANNING DEVELOPMENT & MONITORING DEPARTMENT (1st
JUNE, 2022)**

PLANNING DEVELOPMENT & MONITORING DEPARTMENT

1. INTRODUCTION

PD&MD has been conceived interdisciplinary in nature and it acted as a nodal agency to look after the monitoring and implementation of development process in the UT. The main objective of the department is to work out the modalities to plan and redress the imbalances in developmental process and ensure equitable share of all regions/districts besides the speedy implementation of various developmental programs. The Department has evolved over a period and is entrusted with responsibility of formulation, approval, and operationalization of developmental plans including midterm appraisals.

In addition, Department is conducting project appraisals, evaluation studies, preparation of monitoring reports on monthly, quarterly, and yearly basis. All the District Development Council meetings are being conducted and decisions taken regarding development therein are also being got implemented and monitored by the Department. Decisions taken in the Administrative Council regarding development are also being implemented by the Planning Department.

The Planning Department consists of Economics and Statistics Service and has its Planning Cells in all the developmental departments which look after the implementation and monitoring of the plans of the concerned departments. Besides, it has a good network of Planning Officers who are posted in the districts as Chief Planning Officers and District Statistical officers. They are responsible for the entire planning and monitoring process at the district level.

PD&MD at Apex level is playing the active liaison with the Government of India, Ministry of Home Affairs, Ministry of Finance, and NITI Aayog.

The Planning Department through its Directorate of Economics and Statistics is publishing a series of publications like Digest of Statistics, Indicators of Economic Development, Indicators of Regional Development, J&K in Indian Economy and Economic Review, Growth Estimates, etc.

The Department monitors all Flagship programmes, Centrally Sponsored Schemes especially of the ones where the funding pattern is shared between the State and the Central Government. Planning Department scrutinizes the development schemes, programmes and records its concurrence for accord of Administrative Approvals. Concurrence of Planning & Development Department is also required for creation of plan posts besides other major functions.

Under the 14th Finance Commission Award, the central devolutions were made available to the State Governments in the form of Non Plan Revenue Deficit Grant and State Share in Central taxes. Under the new framework, J&K Government started preparing a Revenue Expenditure Budget and Capital Expenditure Budget.

Previously, PD&MD was assigned to prepare the developmental plans on both Revenue (Salary etc) and Capital Component but was later assigned formulation of Capital Expenditure Budget only. The Revenue Component of all the new projects was transferred to Revenue Budget and the developmental plans purely focused on capital expenditure. This helped in optimal utilization of state resources on the administrative expenses.

2. PRESENT RESTRUCTURED ROLE

As per Government Order No: 568-JK(GAD) of 2022 Dated:17.05.2022 issued by General Administration Department vide endorsement No: GAD-ADM/44/2021-02-GAD dated:17.05.2022, the distribution of functions of various divisions of PD&MD between Finance Department and the Planning Development & Monitoring Department are as under:-

A. PLANNING DIVISIONS WORKING IN FINANCE DEPARTMENT

1. Development Expenditure Division-I:

District Capex Budget:

- I. Compilation and regular review of District Plan with focus on outcomes and timely implementation.
- II. Monitoring of status of implementation of projects including tendering and speeding of execution.
- III. Monitoring of Outcome and Evaluation.
- IV. Implementation of PULSE
- V. Capacity Creation
- VI. Monthly Progress Reports
- VII. Preparation of outcome budgets

2. Development Expenditure Division-II

UT Capex Budget :

- I. Compilation and regular review of UT Plan with focus on outcomes and timely implementation.
- II. Monitoring of status of implementation of projects including tendering and speeding of execution.
- III. Monitoring of Outcome and Evaluation.
- IV. Implementation of PULSE
- V. Capacity Creation
- VI. Monthly Progress Reports
- VII. Preparation of outcome budgets

B. PLANNING DIVISIONS WORKING IN PLANNING DEVELOPMENT and MONITORING DEPARTMENT

1. Directorate of Economics & Statistics

- I. Cadre Management of E&S
- II. Evaluation Studies etc; and
- III. Preparation of Income Estimates and Capital formation;
- IV. Collection and compilation of Statistical data
- V. Issue publications and periodicals like Digest of Statistics, Indicators of Economic Development/ Regional Development, Economic Survey etc.
- VI. Socio Economic Surveys; and
- VII. Vital Statistics

2. Plan Formulation Division

- I. Plan Formulation
- II. Plan Monitoring
- III. Project Appraisal

- IV. Dealing with cost escalations cases; and
- V. Development of SBD for various types of works including PPP
- VI. Examination of Various Policy Documents issued by the Central Line Ministries and adoption of the same with revision as may be required in the UT.

3. Plan Monitoring & Concurrent Evaluation Division

- I. Monitoring of all development programmes, Centrally sponsored Schemes (CSS), Iconic Projects and other programmes including PDMD, BADP, Aspirational Districts Programme, Aspirational Blocks Programme, Back to Village, Ayushman Bharat, Saubhagya and Ujjwala etc.
- II. Regular reporting of expenditure under special plan and submission of UCs to the Central Line Ministries.
- III. Sorting out bottlenecks which come in the way of speedy development expenditure.
- IV. Monitoring of Pragati and e-Samiksha at the UT level

4. Coordination/Special Function Division

- I. Coordination of developmental activities.
- II. PPP Cell.
- III. Regular Compilation and updation of data of all schemes/projects under implementations in the UT.
- IV. Consultancy service-guidelines and help to the departments, preparing panels for different types of consultancies.

Cadre Controlling Authority of the Economics and Statistics Service is also transferred to the Planning, Development and Monitoring Department.

In light of above said order, Planning Development & Monitoring Departments present Role and Functions are elaborated below;

3. MISSION, VISION & OBJECTIVES

MISSION

To ensure Policies and Plans of Government are achieved through effective monitoring.

VISION

To take UT on Sustainable Development path by ensuring proper planning and robust monitoring in implementation of developmental schemes and programmes.

Preparing developmental plans and tracking performance of various interventions of the Government (Schemes/ Programmes/Policies) and providing feedback to government on various vital issues by collecting and compiling the information from the concerned departments for effective decision making.

OBJECTIVES

1. Getting District Capex Budget and UT Capex Budget prepared and monitored through the Development Expenditure Division-I & Development Expenditure Division-II (Planning Division working in Finance Department)
2. Management of Economics and Statistics Cadre

3. Getting Evaluation Studies and Surveys conducted besides preparation and publications of periodical reports/statistics like., Digest of Statistics, Indicators of Economic Development/ Regional Development, Economic Survey etc.
4. Preparation of Income Estimates and Capital Formation of UT of J&K
5. Plan Formulation, Plan Monitoring and Concurrent Evaluation and Physical Monitoring of Projects on Regular basis
6. Preparation and Monitoring of Sustainable Development Goals and Aspirational Blocks Development Programme
7. Looking after implementation of Border Area Development Programme (BADP), Centrally Sponsored Schemes/ Flagship Programmes, Monitoring of Pragati and e-Samiksha on regular basis
8. Development of SBD for various types of works including PPP and conducting Project Appraisals and handling cost escalation of Projects besides doing handholding of departments in getting consultancy service and preparing panels for different types of consultancies.
9. Sorting out bottlenecks which come in the way of speedy development expenditure and reporting of expenditure under special plan and submission of UCs to the Central Line Ministries.
10. Preparation of various policy documents in line with policy documents of Gol and coordinating various developmental activities of UT besides handling assignments given by the MHA/PMO/NITI Aayog regarding development Programmes like PMDP, Flagship, Iconic etc.
11. Nodal point (support) to Chief Secretary on all issues relating to prestigious projects (Iconic Projects) relating to Railways, Highways, Gas pipelines, etc.

4. FUNCTIONS

A. PLANNING DIVISIONS WORKING IN FINANCE DEPARTMENT

1. Development Expenditure Division-I:

District Capex Budget:

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- ii. Monitoring of status of implementation of projects including tendering and speeding of execution.
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- v. Capacity Creation
- vi. Monthly Progress Reports
- vii. Preparation of outcome budgets

2. Development Expenditure Division-II

UT Capex Budget :

- i. Compilation and regular review of UT Plan with focus on outcomes and timely implementation.
- ii. Monitoring of status of implementation of projects including tendering and speeding of execution.
- iii. Monitoring of Outcome and Evaluation.
- iv. Implementation of PULSE
- v. Capacity Creation
- vi. Monthly Progress Reports

- vii. Preparation of outcome budgets

B. PLANNING DIVISIONS WORKING IN PLANNING DEVELOPMENT and MONITORING DEPARTMENT

1. Directorate of Economics & Statistics

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2. Plan Formulation Division

- i. Plan Formulation
- ii. Plan Monitoring
- iii. Project Appraisal
- iv. Dealing with cost escalations cases;and
- v. Development of SBD for various types of works including PPP
- vi. Examination of Various Policy Documents issued by the Central Line Ministries and adoption of the same with revision as may be required in the UT.

3. Plan Monitoring & Concurrent Evaluation Division

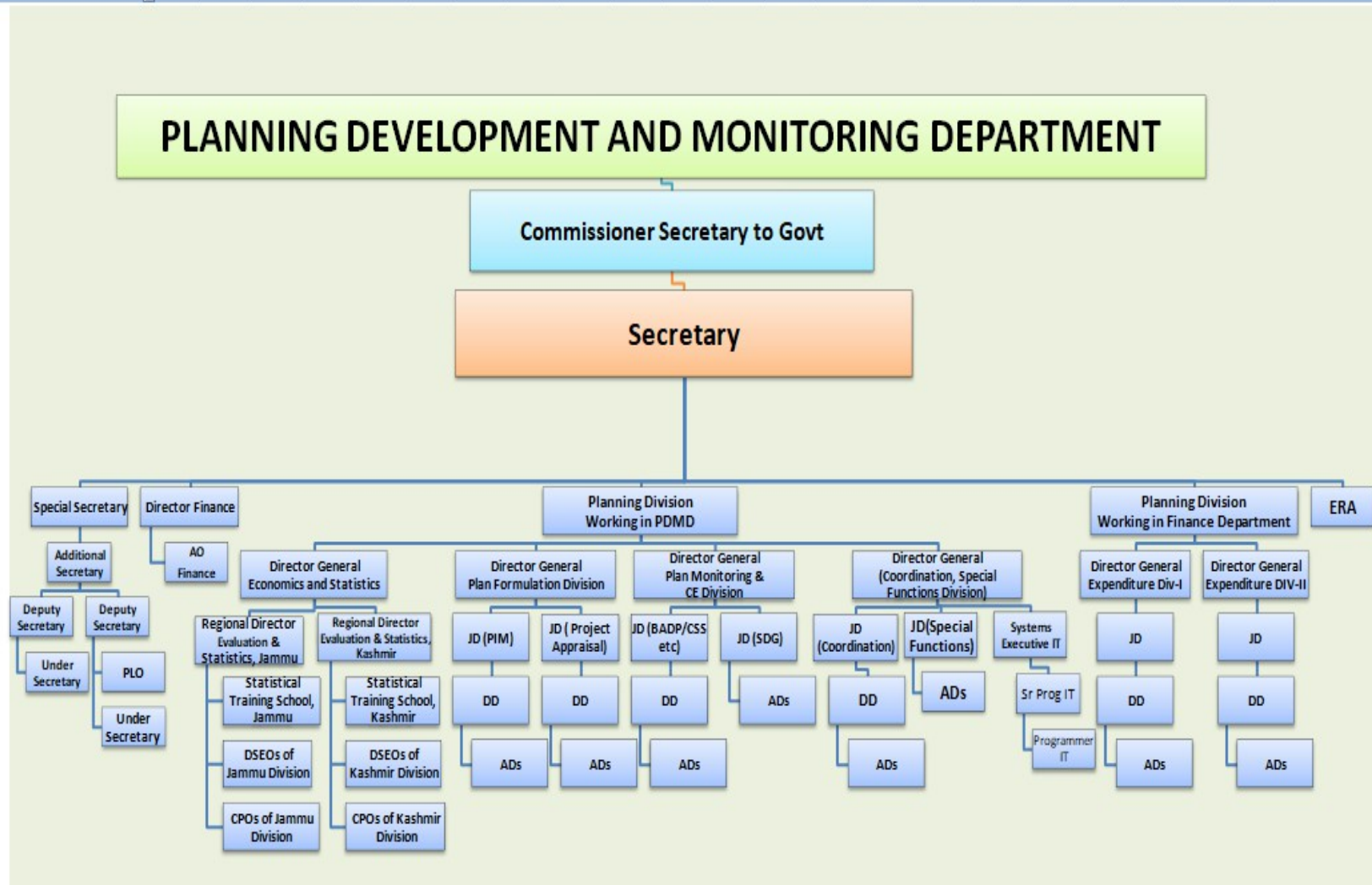
- i. Monitoring of all development programmes, Centrally sponsored Schemes (CSS), Iconic Projects and other programmes including PDMD, BADP, Aspirational Districts Programme, Aspirational Blocks Programme, Back to Village, Ayushman Bharat, Saubhagya and Ujjwala etc.
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- iii. Sorting out bottlenecks which come in the way of speedy development expenditure.
- iv. Monitoring of Pragati and e-Samiksha at the UT level

4. Coordination/Special Function Division

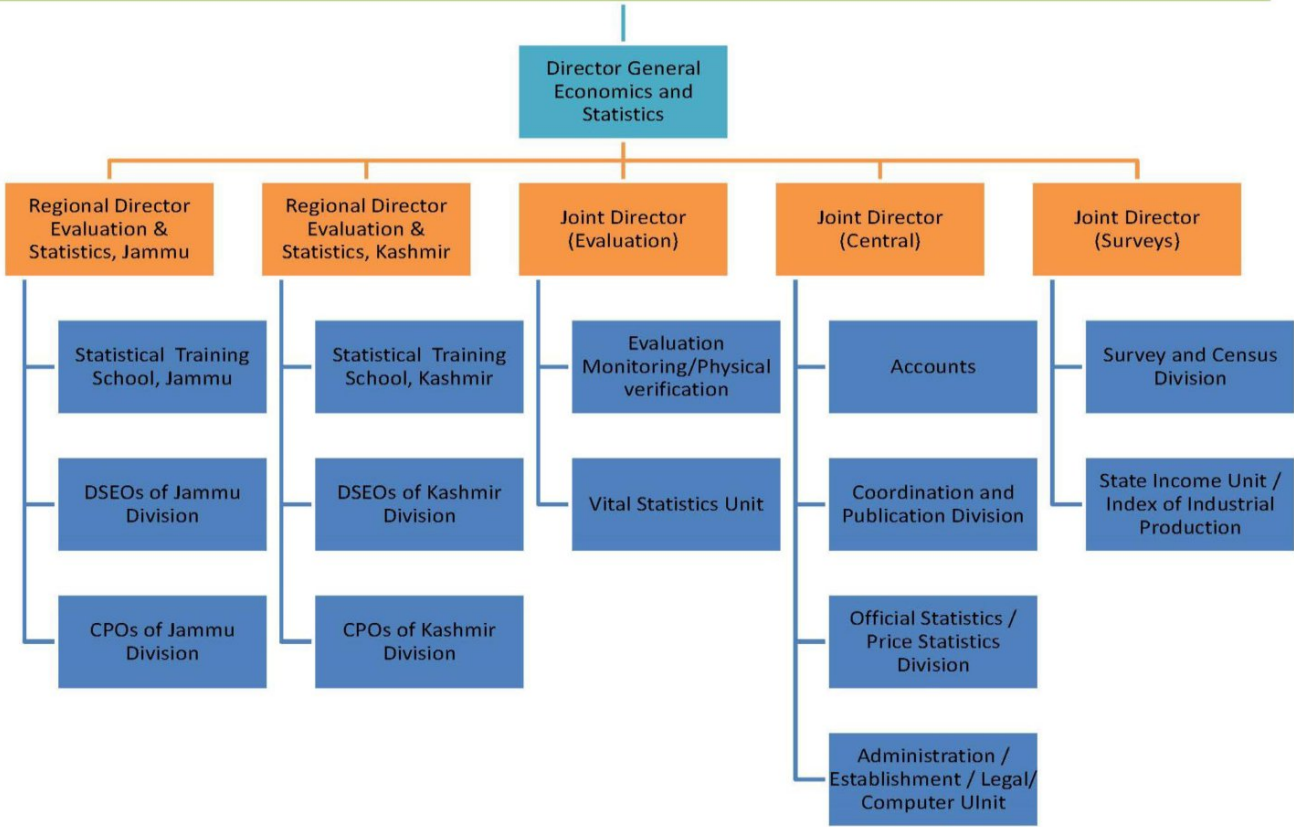
- i. Coordination of developmental activities.
- ii. PPP Cell.
- iii. Regular Compilation and updation of data of all schemes/projects under implementations in the UT.
- iv. Consultancy service-guidelines and help to the departments, preparing panels for different types of consultancies.

Cadre Controlling Authority of the Economics and Statistics Service is also transferred to the Planning, Development and Monitoring Department.

5. ORGANISATION STRUCTURE



DIRECTORATE OF ECONOMICS AND STATISTICS



6. PUBLIC INFORMATION OFFICE

1. ASSISTANT PUBLIC INFORMATION OFFICER

S. No	Name & Designation	Address	Contact Number	Demarcation of Area Activities, if More than 1 APIO is there
1	Mr. Fayaz Ahmad Dar, Section Officer	PD&MD	7006280478 fayazcorporative@gmail.com	HED

2. CENTRAL PUBLIC INFORMATION OFFICER

S. No	Name & Designation	Address	Contact Number	Demarcation of Area Activities, if more than 1 PIO is there
1	Mr. Shakti Singh Manhas Deputy Director	PD&MD	9906696798 shaktimanhas89@gmail.com	HED

3. FIRST APPELLATE AUTHORITY

S. No	Name & Designation	Address	Contact Number & Mail	Demarcation of Area Activities, if more than 1 AA is there
1	Ms. Kusum Sharma, Special Secretary	PD&MD	planningdeptt2025@gmail.com	HED

7. DEPARTMENT VIGILANCE MECHANISM

1. DEPARTMENT VIGILANCE OFFICER

S. No	Name & Designation	Address	Contact Number
1	Mr. Suneel Pandita Director	PD&MD	9419175645 suneelpanditades@gmail.com

8. GRIEVANCE REDRESSAL MECHANISM

GRIVANCE REDRESSAL OFFICER

S. No	Name & Designation	Address	Contact Number
1	Mr. Shakti Singh Manhas Deputy Director	PD&MD	9906696798 shaktimanhas89@gmail.com

LIST OF IMPORTANT SITES

1. <https://www.pmindia.gov.in>
2. <http://niti.gov.in>
3. <http://www.mplads.gov.in>
4. <https://www.india.gov.in>
5. <https://esamiksha.gov.in>
6. <https://dipp.gov.in>
7. <https://www.jkit.nic.in>
8. <http://ecostatjk.nic.in>
9. <http://www.jkgad.nic.in>
10. <http://jakfinance.nic.in>
11. <http://jkera.org>
12. <http://jkgad.nic.in>
13. <http://jkera.org>

REVIEW

The Citizens Charter has been uploaded and shall be reviewed annually unless and otherwise there is some major change in the functions assigned to the PD&MD Department. Any suggestions in this regard may be sent to Administrative Secretary to the Government, PD&MD, JK.
