

Proceedings of the 41st Meeting of Board of Management of Punjab Land Records Society held in the office of Sh. K.B.S. Sidhu, Financial Commissioner, Revenue-cum-Chairman of the Board of Management, PLRS, at 04:30 P.M. on 04 May, 2017 in the Punjab Civil Secretariat, Chandigarh.

The following officers were present :

1. Sh. N.S.Kalsi,
Special Chief Secretary, Governance Reforms.
2. Sh. Anirudh Tewari,
Principal Secretary, Finance.
3. Sh. Raj Kamal Chaudhuri,
Commissioner, Jalandhar Division.
4. Sh. V.K. Meena,
Commissioner, Ferozepur and Faridkot Divisions.
5. Sh. Dipinder Singh,
Commissioner, Rup Nagar Division.
6. Sh. A.S. Bains,
Commissioner, Patiala Division.
7. Sh. Pradeep Kumar Agarwal,
Deputy Commissioner, Ludhiana.
8. Sh. Dilraj Singh,
DLR-cum-Member Secretary, PLRS.
9. Ms Shena Aggarwal,
ADC (D), Bathinda.

Agenda Item No. 41.1

Confirmation of Proceedings of 40th Meeting of Board of Management, PLRS.

Resolution 41.1

The Proceedings of 40th Meeting of Board of Management, PLRS were sent to all the members vide this office letter No. PLRS/BoM-40/3854-64 dated 07-10-2016. Since no observations were received from any of the members, the Proceedings of the 40th Meeting of Board of Management were confirmed.

Agenda Item No. 41.2

'Action Taken Report' on the 40th Meeting of Board of Management held on 23rd September, 2017.

Resolution 41.2

The 'Action Taken Report' on various Resolutions of 40th Meeting of Board of Management was noted.

With reference to Agenda Item No. 37.5, it was decided that a Team under the Chairmanship of Deputy Commissioner, Ludhiana be constituted to assess the effectiveness of Project of Scanning at Ludhiana.

With reference to Agenda Item No. 40.11, it was decided that Helpline may be wound up.

It was decided that presently 10 servers be procured and further 10 servers may be purchased, if needed, with the approval of Chairman, Board of Management. As suggested by Sh. N.S.Kalsi, Special Chief Secretary, Governance Reforms, the possibility of Cloud Technology for Fard Kendras may also be explored.

Agenda Item No. 41.3

Appointment of Sh. Noor Mohammad, Urdu Expert, as Translator of Urdu Language in PLRS.

Approved. However, it was decided that the Terms and Conditions of his employment be fixed at a scale/level equivalent to his remuneration in the erstwhile Suwidha Kendra.

Agenda Item No. 41.4

Regarding providing of Computers and Furniture for new Sub-Division, Ahmedgarh (Distt Sangrur)

Resolution 41.4

Approved. However, it was decided that norms for provisioning of Computers and Furniture to field offices should be prepared, if not already done so.

Agenda Item No. 41.5

Regarding providing of funds for addition and alteration of Patwar Work Station at Majitha (Distt Amritsar).

Resolution 41.5

Approved. However, Deputy Commissioner be asked to submit the Utilization Certificate expediently.

Agenda Item No. 41.6

Regarding providing of furniture for offices of Revenue Department at newly constructed District Administrative Complexes, SAS Nagar, Pathankot, Fazilka and Sub-Divisional Complex, Majitha.

Resolution 41.6

Approved. However, it was decided that the detailed guidelines be formulated regarding provision of furniture for new complexes.

Agenda Item No. 41.7

Quarterly Progress Report (Finance) of PLRS for the period from 01/07/2016 to 30/09/2016 and from 01/10/2016 to 31/12/2016.

Resolution 41.7

The Quarterly Progress Report of both the durations was noted.

Agenda Item No. 41.8

12th Annual Audited Report of the Punjab Land Records Society for the year 2015-16.

Resolution 41.8

It was decided that the Note of Accounts be sent to all the Presidents, District Implementation Committees and Action Taken Report be placed before the Board in its next meeting.

Agenda Item No. 41.9

Regarding revamping the website of Revenue Department, Punjab.

Resolution 41.9

It was decided that the comparative rates from NIC be also obtained.

Agenda Item No. 41.10

Regarding Computerization of Land Records and its integration with Registration of Documents.

Resolution 41.10

Noted. It was decided that tenure of BOOT Operator be extended for 3 months uptill 30/06/2017 and Special Chief Secretary-cum-Vice Chairman, PLRS was authorized to extend it further for 3 months till 30/09/2017, if required.

It was also decided that a fresh tender for Operations and Maintenance Contract of Fard Kendras for 3 years be prepared.

Agenda Item No. 41.11

Budget Estimate for the Financial Year 2017-18.

Resolution 41.11

The Budget Estimates for the Financial Year 2017-18 were approved with modifications as suggested by Principal Secretary, Finance. The same is appended as Resolution No. 41.11, Annexure 41.11.1.

With the permission of Chair

Supplementary Agenda Item No. 41.12

Request of TCS Ltd for revision of rates w.e.f. April, 2016.

Resolution 41.12

Approved.

Supplementary Agenda Item No. 41.13

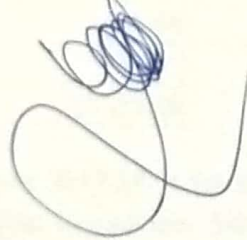
Regarding the project of reconciliation of deficit by PWC.

Resolution 41.13

It was decided that no further funds will be released to the Agency by PLRS. Since the Contract is between the State Government and private party, the final decision may be taken at Government level.

Apart from this, Commissioner, Jalandhar Division, Jalandhar brought to the notice that there is large number of pending court cases and there is also a post of Commissioner (Appeals) which is lying vacant at present. Earlier also, he informed that it has been discussed and decided at the level of the Government that to bring down the pendency two officers as Commissioner (Appeals) should be posted at Jalandhar Division. At present, there is no separate Court Room for Commissioner(Appeals). He requested that construction of two new Court Rooms for Commissioner (Appeals) should be taken up. In view of above, it was decided that Commissioner, Jalandhar Division should identify available land for these Court Rooms and prepare detailed plans by involving District Town Planner, Department of Architecture and PWD(B&R).

The meeting ended with a vote of thanks to the Chair.

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke extending to the right.

Resolution No. 41.11

Budget Estimates for the Financial Year 2017-18

As desired, necessary amendments have been made to remove the budget deficit. After compiling, total expenditure to the tune of Rs.10395.39 lacs has been projected against estimated receipt of Rs.8860 Lacs (approximately) to be realized by way of user charges during the financial year, which shows the deficit of Rs.1535.39 lacs (Rs.10395.39 - 8860). Surplus funds to the tune of Rs.1544 lacs are lying as reserves as on 31.03.2017. The detail of expenditure proposed is as under:

(Figure in Lacs)

	Major Heads	Expenditure Estimates	% on Total Expenditure
A	Civil Work & Site Preparation (Annexure-'41.11.1')	4229.88	40.69
B	Project Related Expenditure: (Annexure-'41.11.2')	4301.98	41.38
C	Establishment: (Annexure-'41.11.3')	1608.98	15.48
D	Others Expenditures: (Annexure-'41.11.4')	254.55	2.45
	Total	10395.39	

Thus, the major part of the budget proposals for the year 2017-18 is for funding civil work which constitutes construction of District Administrative Complexes, Sub Divisional Magistrate Complexes, Workstation for Patwaris, Sub-Tehsils and Fard Kendars as per Annexure-'41.11.1'. The summary of receipts and expenditure during FY 2017-18 is emerged as under:

Figure in Lacs

Reserves Available as on 31/03/17 (A)	Receipt By Way of User Charges (B)	Total Receipt (C)=(A+B)	Total Expenditure (D)	Surplus (C-D)
1544.00	8860.00	10404.00	10395.39	8.61

It is submitted that the figures, as stated above, are just projections and actual expenditure may differ keeping financial rules and canon of propriety in view.

Annexure-41.11.1

Civil Work Expenditures		Amount (In Lacs)
1	Civil Work-Site Preparation	3377.54
2	Const. of Workstations	852.34
	Total	4229.88

Annexure-41.11.2

Project Related Expenditure:		Amount (In Lacs)
1	O&M of Tehsil Centres for Land Records	3350.00
2	Technical Assistance	209.76
3	Computer & IT Equipments/New Server	123.00
4	Maintenance & Scanning of Old Revenue Record	112.00
5	O&M of Tehsil Centres for Registration	110.00
6	Furniture & Fixtures for Fard Kendra	69.75
7	Desktop for Kanungo Circle	67.50
8	Internet Connection Charges	53.85
9	Misc. Office Equipments	49.00
10	AMC for IT & Other Equipments	47.00
11	Misc. Office Expenses for Fard Kendra/PLRS Off.	33.00
12	State Wide Area Networking (SWAN)	22.00
13	Electricity Charges for PLRS Off.	16.15
14	Tehsil Hardware on Upfront Basis:	13.97
15	Misc Projects for improving efficiency/effectiveness of Deptt.	10.00
16	Purchase of antivirus software	6.70
17	State Data Center	5.00
18	Rent for Fard Kendra	3.20
19	Hosting of CLR Website	0.10
	Total	4301.98

Annexure-41.11.3

Establishment Expenditures		Amount (In Lacs)
1	Salary & EPF (Employer's Share)	1100.70
2	Office Expenses & Consumables	295.50
3	Gratuity Fund	50.00
4	Printing & Stationary	35.00
5	POL for Vehicle & Genset	26.70
6	TA/DA	25.00
7	Communication & Tel. Charges	24.28
8	Audit Fee	13.35
9	Meeting Expenses	10.60
10	Professional/Retainership Fees	10.00
11	Advertisement	9.50
12	Maintenance/Insurance of Vehicles	4.50
13	Legal Charges	3.85
14	Contribution towards EPF (Employer's Share)	0.00
Total		1608.98

Annexure-41.11.4

Others Expenditures		Amount (In Lacs)
1	The Punjab Ancient Historical Monuments, Archaeological Sites and Cultural Heritage Maintenance Board Act, 2013	100.00
2	Upkeep/Maint. for the Buildings of DLR Office, Patwar School, Hostel & Central Record Room including Man Power	30.00
3	Maintenance & Upkeep of Office	26.80
4	Water Cooler/Purifier for Fard Kendra	20.35
5	Printing of Land Record Manual	17.00
6	Revenue Call Center - Recurring Exp.	15.00
7	Vehicles	15.00
8	Revenue Call Center (Office of DLR)	10.00
9	Digitization of Cadeastral Map	10.00
10	Training to Revenue Staff	5.00
11	Air Conditioner for Fard Kendra/Server Room	3.00
12	Books/Manuals	2.40
Total		254.55

(Budget under head "Civil Work" for FY 2017-18)

Name of Office	Budget (Total)	For SDM	For DAC	For Fard Kendra	For S.Tehsil	For Repair Renov.
Deputy Commissioner, Amritsar	1223.00		1223.00			
Sub Registrar, Ajnala	200.00	200.00				
Deputy Commissioner, Bathinda						
Sub Registrar, Maur	120.00	120.00				
Joint Sub Registrar, Goniana Mandi	32.50				32.50	
Joint Sub Registrar, Ballianwali	30.94				30.94	
Deputy Commissioner, Faridkot						
Sub Registrar, Faridkot	1.00			1.00		
Deputy Commissioner, Gurdaspur						
Joint Sub Registrar, Kalanaur	150.00	150.00				
Joint Sub Registrar, Dina Nagar	34.00				34.00	
Deputy Commissioner, Hoshiarpur						
Sub Registrar, Hoshiarpur	1.50			1.50		
Sub Registrar, Garhshankar	1.00			1.00		
Joint Sub Registrar, Hajipur	34.00				34.00	
Deputy Commissioner, Kapurthala	50.00	50.00				
Deputy Commissioner, Ludhiana						
Joint Sub Registrar, Sahnewal	34.00				34.00	
Deputy Commissioner, Mansa						
Sub Registrar, Budhladha	25.23	25.23				
Deputy Commissioner, Patiala						
Sub Registrar, Rajpura	1.00			1.00		
Joint Sub Registrar, Dudan Sadhan	1.00			1.00		
Joint Sub Registrar, Bhadson	1.00			1.00		
Deputy Commissioner, Sangrur						
Sub Registrar, Sangrur	1.00			1.00		
Sub Registrar, Sunam	1.00			1.00		
Sub Registrar, Dhuri	1.00			1.00		
Joint Sub Registrar, Amargarh	1.00			1.00		
Joint Sub Registrar, Dirba	1.00			1.00		
Joint Sub Registrar, Khanauri	1.00			1.00		
Deputy Commissioner, Sahibzada Ajit Singh Nagar						
Sub Registrar, Dera Bassi	1.00			1.00		
Joint Sub Registrar, Majri	34.00				34.00	
Joint Sub Registrar, Banur	34.00				34.00	
Joint Sub Registrar, Zirakpur	34.00				34.00	
Deputy Commissioner, Tarn Taran	796.84		796.84			
Deputy Commissioner, Pathankot						
Sub Registrar, Dhar Kalan	1.00			1.00		
Deputy Commissioner Fazilka	324.53		324.53			
Joint Sub Registrar, Arniwala Sheikh Subhan	1.00			1.00		
PLRS Cell Chandigarh	5.00					5.00
DLR-Cum-Member Secretary	200.00					200.00
TOTAL	3377.54	545.23	2344.37	15.50	267.44	205.00

Annexure:-

Budget under head "Cost of Workstaions" for the Year 2017-18

S.No.	Name of District	Patwar Circles	Cost @1.85 Lac (Circles)	Additional Approval	Total Expenditure (Till date)	Budget 2017
1	Amritsar	309	571.65			
2	Barnala	119	220.15		416.33	67.53
3	Bathinda	163	301.55		154.49	20.88
4	Faridkot	88	162.80		213.38	44.09
5	Fatehgarh Sahib	110	203.50		109.44	23.13
6	Ferozepur	145	268.25		144.27	29.62
7	Gurdaspur	329	608.65		385.21	21.76
8	Hoshiarpur	425	786.25		282.42	118.71
9	Jalandhar	394	728.90		723.59	0.00
10	Kapurthala	184	340.40		531.15	12.40
11	Ludhiana	441	815.85		188.71	75.85
12	Manṣa	126	233.10		524.03	62.39
13	Moga	189	349.65		132.69	44.32
14	Sri Muktsar Sahib	119	220.15		186.87	81.39
15	Patiala	259	479.15		146.36	36.90
16	Rupnagar	150	277.50		311.78	83.69
17	Sangrur	271	501.35		217.03	0.00
18	SAS Nagar	120	222.00		350.99	74.18
19	SBS Nagar	175	323.75	53.10	199.16	0.00
20	Tarn Taran	227	419.95		361.15	0.00
21	Pathankot	98	181.30		265.46	0.00
22	Fazilka	153	283.05		54.72	55.50
	TOTAL	4594.00	8498.90	53.10	6108.82	852.34