

Proceedings of the Fifth meeting of Board of Management (BoM), PLRS, held under the Chairmanship of Mrs. Romila Dubey, IAS, Financial Commissioner, Revenue, Punjab-cum- Vice Chairman, PLRS on 4th July, 2007 at Chandigarh.

The following were present:

1. Dr. Swarn Singh, IAS,
Commissioner, Jalandhar Division,
Jalandhar.
2. Sh. Surinderjit Singh Sandhu, IAS,
Commissioner, Ferozepur Division,
Ferozepur .
3. Sh. V.K.Janjua, IAS,
Commissioner Faridkot Division,
Faridkot.
4. Sh. S.R.Ladhar, IAS,
Deputy Commissioner,
Sangrur
5. Sh. R.K.Verma, IAS,
Director,
Department of Information Technology,
Punjab, Chandigarh.
6. Sh. S.S.Bains,PCS
Additional Secretary Revenue,
Punjab, Chandigarh.
7. Sh. Arvinder Singh Bains, PCS,
Director of Land Records, Punjab
-cum-Member Secretary, PLRS
Jalandhar.
8. Sh. Parvinder Pal Singh,
Deputy Director, Land Records
-cum-Joint Member Secretary, PLRS,
Jalandhar.

Resolution No. 5.1

Confirmation of proceedings of Fourth meeting of Board of Management, PLRS

The proceedings of the fourth meeting were confirmed.

Resolution No. 5.2

Action Taken Report on the fourth meeting of Board of Management held on 12th December, 2006.

Action taken report was noted.

Resolution No. 5.3

Progress made on Integrated Land Management System Project

INTEGRATED LAND MANAGEMENT SYSTEM PROJECT-

The Chairperson desired that in future the status must contain all the information including the start date of data entry, completion date and the error percentage as given below:

Sr. No	Name of the District	Start Date of Data Entry	Total Khewats	Khewats Entered	%age of Khewats Entered	No. of errors found in the revenue record	% age errors in the record	Number of errors rectified	Deadlines to complete the data entry
1	Nawan Shahr	4th Nov, 06	144271	102971	71%	9538	9.3%		February, 2008
2	Hoshiarpur	6th Dec, 06	368726	86343	23%	3380	3.9%		March, 2008
3	Kapurthala	7th Dec, 06	160167	63391	40%	7522	11.9%		March, 2008
4	Mohali	22nd Nov, 06	98255	59569	61%	2647	4.4%		October, 2007
5	Roop Nagar	7th Nov, 06	145969	70305	48%	1822	2.6%		September, 07
6	Sangrur	21st Dec, 06	205807	73305	36%	8878	12.1%		February, 2008
7	Patiala	16th Nov, 06	176928	77301	44%	4969	6.4%	319	February, 2008
8	Jalandhar	28th Nov, 06	319478	59633	19%	6128	10.3%	13	March, 2008
9	Fatehgarh Sahib	22nd May, 07	87334	16407	19%	669	4.1%		February, 2008
10	Ferozepur	20th May, 07	278961	26375	9%	900	3.4%		March, 2008
11	Muktsar	28th May, 07	140168	10313	7%	725	7.0%		January, 2008
12	Faridkot	15th May, 07	55913	11291	20%	39	0.3%		February, 2008
13	Amritsar	23rd May, 07	275707	5131	2%	2119	41.3%		March, 2008
14	Tarn Taran	29th May, 07	134173	1521	1%				January, 2008
15	Moga	28th June, 07	186534						January, 2008
16	Bathinda	27th June, 07	144268						May, 2008
17	Barnala	28th June, 07	95861						December, 2008
18	Mansa	29th June, 07	95134						March, 2008
19	Gurdaspur	25th June, 07	280858						June, 2008
	Total		3394512	663856		49336		332	

It was also decided that for the Jamabandis to be consigned before April, 2008, the data entry may be done after their consignment.

It was felt by the Board that the errors in the revenue records may be classified and it was suggested by the Chairperson that monthly meetings at the level of Divisional Commissioners may be fixed to review the progress on resolution of the errors.

The Chairperson also desired to include more members in the Board as co-opted members for which Member Secretary was asked to submit proposal.

Resolution No. 5.4

Development of Software for Registration of Documents (ROD)

The Chairman felt that the complete agenda containing M/s Microsoft was selected as technology partner after competitive bidding be submitted in the next Board Meeting so that members are given a comprehensive background of the case for making appropriate decision.

Resolution No. 5.5

Approval of the Budget Estimates of the Punjab Land Records Society for the year 2007-08.

It was pointed out by the Chairperson that the budget needs to be prepared professionally. It has lot of shortcomings like it has no details about the expenditure made in the last year and the budget provisions for the last year etc. It was also suggested that the work of Budget preparation may be outsourced, if required. Director, IT informed that the routers may not be required, as IT department would be providing the routers by implementing the

SWAN at Block level. Accordingly the fresh budget proposal may be prepared and submitted.

Resolution No. 5.6

Delegation of Financial Powers.

It was felt that Joint Member Secretary is already having Financial Powers so there is no need for concurrent powers to the Project Director.

It was proposed that the Additional Secretary Revenue (S) may be delegated financial powers as in the case of the Presidents of District Implementation, for smooth functioning of the office of Vice-Chairperson, PLRS. The proposal was approved by the Board.

Resolution No. 5.7

Appointment of Executive Officer in District Implementation Committee

It was proposed to appoint either District Revenue Officer or Additional Deputy Commissioner to act as the Executive Officer of the District Implementation Committee for smooth functioning of the activities of the Punjab Land Records Society. The agenda item was approved as proposed.

Resolution No. 5.8

Revision of Remuneration package of System Analyst and G.I.S. Engineers.

The agenda was approved. The annual increments would be given purely on performance basis of the performance of the employee concerned.

Resolution No. 5.9

Revision of Remuneration package of District System Managers, Programmers and Assistant System Managers.

The Agenda was approved subject to the condition that annual increments would be based on performance of the person involved. It was also decided that a comprehensive appraisal system may be developed and increments and grading should be based on the appraisal report.

Resolution No. 5.10

Creation of assignments of Data Base Administrator, Senior Programmer and Programmer.

The proposal for creation of assignment of Data Base Administrator, Senior Programmer and Programmer was put before the Board, for approval. The Board approved the creation of post of Data Base Administrator and Senior Programmer. The Senior Programmer may be promoted from the available Programmers, as proposed, consequently a post for programmer will fall vacant, therefore, there will be no need for creation of assignment of another Programmer.

Resolution No. 5.11

Grant of Annual Increments.

Postponed.

Resolution No. 5.12

Provision of higher remuneration package to Drivers hired by the Punjab Land Records Society.

The agenda was deferred by the Board.

Resolution No.5.13

Creation of assignment of Supervisor for the Project of Scanning, Storage and Retrieval of Old Records of Rights/Revenue Records electronically.

The proposal for creation of assignment of Supervisor and deployment of Sh. Pritam Singh Retd. Superintendent of the office of Commissioner Patiala Division, Patiala, as Supervisor, was approved. The details of assignment are as under:

Name of assignment:	Supervisor
Remuneration package:	Rs.7000/- per month.
Source of recruitment:	On Job work basis.
Term:	One year, which can be extended, if required.
Hqrs.	Patiala, which can be changed according to circumstances.

Resolution No.5.14

Creation of assignment of Senior Accountant in Punjab Land Records Society at Jalandhar Headquarters.

It was desired that CA may be appointed for the job on out-source basis

Supplementary Agenda

Project Manager in the office of Vice-Chairperson, PLRS

The matter was placed before the BOM to optimally utilize the services of Project Manager attached with the Vice-Chairman of the society. It was felt that enough expertise available at the Head Office at Jalandhar resultantly the services of the Project Manager at Chandigarh is hardly needed at the Vice-Chairman office accordingly, it was decided that the services of the Project Manager may be placed at the disposal of Department of IT.

