

# **CITIZEN CHARTER**

## **PLANNING DEPARTMENT GOVT. OF NCT OF DELHI**

### **Vision & Mission: Aims & Objectives of Planning Department :**

The Planning Department is responsible for preparation of Budget outlay of schemes/ programmes/ projects of NCT of Delhi and Outcome Budget for the subjects within the jurisdiction of Govt. of NCT of Delhi. This involves:

- i. Estimation of Annual Outlay for schemes/ programmes/ projects of NCT of Delhi,
- ii. Preparation, monitoring and evaluation of schemes/ programmes/ projects of NCT of Delhi as per Outcome Budget.

The implementation of the respective schemes/ programmes/ projects are carried out by different departments of GNCTD, Local Bodies and Autonomous Organizations under Government of NCT of Delhi.

The Planning Department has also the responsibility of management of Planning & Statistical Cadre of Govt. of NCT of Delhi.

## **Organization Structure :**

**PRINCIPAL SECRETARY**



**DIRECTOR**



<b>Joint Director</b>	<b>:</b>	<b>3</b>
<b>Deputy Director</b>	<b>:</b>	<b>9</b>
<b>Assistant Director</b>	<b>:</b>	<b>14</b>
<b>Asstt. Account Officer</b>	<b>:</b>	<b>1</b>
<b>Statistical Officer</b>	<b>:</b>	<b>19</b>
<b>Statistical Assistant</b>	<b>:</b>	<b>34</b>

**Note : Sanctioned Strength**

## **Services Provided by the Planning Department :**

No direct delivery of services is provided to the citizens. However all publications and documents brought out by Planning Department are placed on the website of the Planning Department.

Department Provides services to the citizens by way of giving relevant data pertaining to schemes/ programmes/ projects of Government of NCT of Delhi

Places data of Schemes/ Programmes Expenditure on official web-site.

## **Important Services provided by the Planning Department:**

### **Major Roles and Functions**

#### **1. Budget related works:**

- Preparation of Budget Speech of Hon'ble Finance Minister.
- Annual Outlay of various Schemes/ Programmes & Projects of GNCTD.
- Sector / Department / Scheme-wise allocation of Budget outlay and Revised outlay.
- Monitoring of Budget Action Points

#### **2. Monitoring Work:**

- Monthly monitoring and review of financial progress of various Schemes/ Programmes & Projects .
- Quarterly monitoring of Implementation of Schemes/ Programmes & Projects and Physical achievements as per targets fixed under **Outcome Budget**.
- **Monitoring of Projects/Programmes announced in the Budget and Timelines of their implementation.**

#### **3. Evaluation of Programmes/ Schemes:**

- Conducts following Evaluation studies/sample surveys of selected Schemes/ Programmes & Projects during last 5 years:
  - i) 'Evaluation Study of Fair Price Shops in Delhi' through Institute for Human Development (in 2019)
  - ii) 'Evaluation Study of Foot Over Bridge (FOBs) and Subways in Delhi' through Center for Global Development Research Pvt. Ltd (in 2018)
  - iii) 'Evaluation Study of Functioning of Jan Suvidha Complex (JSCs) under DUSIB in Delhi' through Institute for Human Development (in 2019)
  - iv) 'Evaluation Study of Recreation Facilities for Senior Citizens in Delhi' through Indian Adult Education Association (in 2020)
  - v) 'Study of Impact of Subsidies' through Council for Social Development (in 2020)
  - vi) 'Evaluation Study of Kalinga Institute for Social Sciences in Delhi' (in 2020)

#### **4. Examination of proposals and advice offered on:**

- Draft Cabinet Notes for consideration of Council of Ministers
- Proposals for consideration of Expenditure Finance Committee
- Proposal for Expenditure Sanction specifically referred by Finance Department.
- Examination of new schemes/projects/programmes of implementing departments
- Proposals for policy/ scheme issues received from Administrative Departments

## 5. Nodal Department for

### ➤ **Monitoring and coordination work in implementation work of Flagship schemes in Delhi**

- i) Review Meetings taken by Hon'ble Lt. Governor, Delhi on monthly basis
- ii) Review Meetings taken by Cabinet Secretary, PMO, Union Home Secretary, Jt. Secretary (UT), Addl. Secretary (UT), MHA etc.

### ➤ Coordination with other departments of GNCTD regarding implementation of Centrally Sponsored/ Central Sector Schemes.

### ➤ **'e-Samiksha' portal of Cabinet Secretariat** : Web-based System e-Samiksha has been designed by the Cabinet Secretariat, GOI for online monitoring of resolution of the various issues & action points between Central and State Governments. Fresh issues can be entered in the system and the status of existing issues can be monitored on a real time online basis. The updation of current status of the 351 Action Points/ Issues (at present) under various categories on e-SamikSha portal is being done on monthly basis by the Planning Department after getting the same from the concerned Departments of GNCTD.

### ➤ **Nodal Department regarding Implementation of Direct Benefit Transfer (DBT) under 'benefits' oriented schemes** : Delhi DBT Portal has been made live and has been integrated with Bharat DBT Portal. DBT implementing departments upload scheme wise DBT data on Delhi DBT Portal monthly which is being pulled over by DBT Mission once in a month. DBT Mission, GoI issues guidelines regarding implementation of DBT Schemes. Accordingly, DBT Cell implements the same. Further, meetings with the DBT implementing departments are convened time to time for effective implementation of DBT schemes in GNCTD. Also meetings with various departments of GNCTD are convened for identification and inclusion of more schemes under DBT.

### ➤ Nodal Department for "NGO Darpan" portal of NITI Aayog for uploading the schemes under which GIA is provided to NGOs.

## 6 Management of Planning & Statistical Cadre:

### ➤ Manage about 900 personnel in various departments of GNCTD i.r.o. their posting, transfer, promotion, MACP etc.

## 7. Annual Regular publications

- Economic Survey of NCT of Delhi
- Outcome Budget
- Status Report of Outcome Budget
- Documents of Schemes/ Programmes/ Projects
  - Write-up of Schemes/ Programmes/ Projects
  - Budget allocation and expenditure of Schemes/ Programmes/ Projects.

## **8. Adhoc Reports/ Publications**

- Delhi Human Development Reports – 1<sup>st</sup> DHDR released in 2006 and 2<sup>nd</sup> DHDR released in 2013.
  - Work for preparation of 3<sup>rd</sup> HDR of Delhi is under progress under second phase of Chair on Human Development Issues constituted at Institute of Human Development (IHD)
- Delhi State Millennium Development Goal Report –2014
- Schemes/ Programmes for Weaker section society in Delhi
- Delhi Vision Document 2030 : under process

**All publication and reports brought out by Planning Department are available on the official website of the department**

9. Planning Department is Administrative Department of Dialogue and Development Commission of Delhi.
10. Planning Department is Administrative Department of Bureau for Investment and Enterprises in Delhi.

## **Other Assignments**

- Secretariat of Delhi State Innovation Council
- Grievance Redressal, RTI Applications
- Liaison with NITI Aayog, GoI

## **Grievance Redressal Mechanism in Planning Department :**

**For the Redressal of Grievances, the following officer may be contacted:**

**1. Jt. Director (Admn.)**

Department of Planning; Room No. B-604,

6<sup>th</sup> Level, 'B' Wing, Delhi Secretariat,

I.P. Estate, New Delhi

Phone- 011-23392139

E-mail: [jdplg@nic.in](mailto:jdplg@nic.in)

**In case Grievances not redressed by above officer, complaints in respect of Planning Department may be addressed to:**

**1. Pr. Secretary (Planning)**

Govt. of NCT of Delhi

4<sup>th</sup> Level, 'A' Wing, Delhi Secretariat

I.P. Estate, New Delhi.

Phone: 011-23392130

E-mail: [psplg.delhi@nic.in](mailto:psplg.delhi@nic.in); [jdplg@nic.in](mailto:jdplg@nic.in)

**2. Director**

Planning Department

Govt. of NCT of Delhi

Room No. B-603, 6<sup>th</sup> Level,

'B' Wing, Delhi Secretariat, I. P. Estate, New Delhi.

Phone: 011-23392039, Fax: 011-23392051

E-mail: [jdplg@nic.in](mailto:jdplg@nic.in)

## **RTI in Planning Department :**

**Appellate Authority and PIO in respect of State & Central RTI are notified in Planning Department**

**Appellate Authority: Director**  
Planning Department,  
Govt. of NCT of Delhi  
Room No. B-603, 6<sup>th</sup> Level,  
'B' Wing, Delhi Secretariat, I.P. Estate, New Delhi  
Phone: 23392039  
E-mail: jdplg@nic.in

**PIO :** **Sh. Deepak Kumar,**  
Dy. Director,  
Department of Planning;  
Room No. B-411, 4<sup>th</sup> Level,  
'B' Wing, Delhi Secretariat, I.P. Estate, New Delhi  
Phone- 011- 23392352,  
E-mail: jdplg@nic.in

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Planning Department: **[www.delhiplanning.nic.in](http://www.delhiplanning.nic.in)**