



PUNJAB STATE STRATEGIC STATISTICAL PLAN

**Economic and Statistical Organisation (ESO)
Government of Punjab**

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List of Abbreviations

| | |
|----------------|--|
| AD | Administrator Director |
| AIDIS | All India Debts & Investment Survey |
| AMC | Agriculture Marketing Committee |
| ASI | Annual Survey of Industries |
| AWS | Automatic Weather Station |
| BSO | Block Statistical Officer |
| CCE | Crop cutting experiment |
| CSA | Core Statistical Activities |
| CSO | Central Statistical Office |
| DD | Deputy Director |
| DES | Directorate of Economics & Statistics |
| DESA | Deputy Economic & Statistical Adviser |
| DIC | District Industries Centre |
| DPI | Director Public Instructions |
| DRDA | District Rural Development Agency |
| DSO | District Statistical Officer |
| EA | Economic Adviser |
| ADP | Advanced Data Processing |
| EMI | Employment Marketing System |
| ESO | Economic & Statistical Organisation |
| FA | Field Assistant |
| FC-XIII | Thirteen Finance Commission |
| FOD | Field Operation Division |
| GFCF | Gross Fixed Capital Formation |
| GSDP | Gross State Domestic Product |
| IAY | Indra Awas Yojna |
| ICS | Improvement of Crops Statistics |
| ICT | Information & Communication Technology |

| | |
|---------------|--|
| IIP | Index of Industrial Production |
| ISS | Indian Statistical Service |
| ISSP | India Statistical Strengthening Project |
| IWDP | Integrated Wasteland Development Project |
| IWWP | Integrated Watershed Management Programme |
| JD | Joint Director |
| KVIC | Khadi and village Industries. |
| MOSPI | Ministry of Statistical & Programme Implementation |
| MoU | Memorandum of Understanding |
| MPLADS | Member of Parliament Local Area Development Scheme |
| MSME | Micro Small and Medium Enterprises |
| NBO | National Building Organisation |
| NDCU | Non-Departmental Commercial Undertaking |
| NIC | National Industrial Classification |
| NPISHs | Non-Profit Institution Serving Households |
| NRSA | National Remote Sensing Agency |
| NSC | National Statistical Commission |
| NSDP | Net State Domestic Product |
| NSSO | National Sample Survey Organisation |
| PDS | Public Distribution System |
| PFCE | Private Fiscal Consumption Expenditure |
| PMT | Project Management Team |
| PRI s | Panchayati Raj Institutions |
| PSS | Punjab Statistical Services |
| PSTRI | Punjab Statistical Training & Research Institute |
| RDO | Revenue Divisional Officer |
| SA | Statistical Assistant |
| SASA | State Agricultural Statistics Authority |
| SHLSC | State High Level Steering Committee |
| SI | Statistical Investigator |

| | |
|-------------|----------------------------------|
| SO | Statistical Officer |
| SRS | Sample Registration System |
| SSI | Small Scale Industries |
| SSSP | State Strategic Statistical Plan |
| SSY | Sandhya Suraksha Yojna |
| TPP | Twenty Point Programme |
| TRS | Timely Report Scheme |
| ULB | Urban Local Bodies |
| VAPW | Value Added per Worker |

EXECUTIVE SUMMARY

This Report has been prepared after an extensive interaction with officers of this department, Line departments, CSO, prominent research institutions and various other stakeholders. A brief summary of recommendations have been presented in this chapter. Following three types of recommendations are proposed to be implemented for improvement of statistical system in the State. In addition to it specific action points related to 20-Key Statistical Activities are also summarised at the end of this chapter.

- Administrative Recommendations without Financial Liability.
- Administrative Recommendations with Financial Liability.
- Strengthening of Infrastructure and Statistical Capacity Building

Administrative Recommendations without Financial Liability:

Following recommendations involve no Financial Liability and require just administrative decisions to improve the statistical systems of the state.

1. Change in Nomenclature

For uniformity at national and other states level, Economic & Statistical Organisation (ESO) needs to be renamed as Department / Directorate of Economics and Statistics (DES), Punjab (See para 7.3).

[This proposal was approved in State Level Steering Committee (SLSC)'s 28.11.2011 meeting]

2. Up gradation of DES and its HOD

In line with the recommendations of NSC, the present post of Economic Adviser (EA) (proposed to be Director General and ex-officio Secretary of Statistics) may be upgraded in the pay scale of Rs.37400-67000 with grade pay of Rs.10000 to bring him at par with other professional HODs in the state. The Economic & Statistical Organisation (ESO), Punjab after renaming it as Directorate of Economics and Statistics (DES), Punjab may be declared as an independent department. This will enable DES in ensuring proper co-ordination with the Line departments and improve the statistical system in the state. In view of the

importance of this matter the hon'ble Minister of MOSPI, GOI has urged the Govt. of Punjab (see Annexure-XII) to issue necessary directions for implementation of these recommendations of NSC (See para 7.4 to 7.6)

[In SLSC's 28.11.2011 meeting, the committee was of the view that the issue of creation of separate Department of Statistics and upgradation of HoD of DES to Ex-officio Secretary to the Govt. will be examined separately by the Administrative Department.]

3. Creation of Common cadre

NSC has recommended, "The state Govt. should take steps to create a common statistical cadre and State Statistical Service for manning statistical posts in all departments."

At present there is no common cadre of statistical personnel in Punjab. For strengthening of statistical system in the state, common cadre of statistical personnel is recommended for which DES will take the necessary action. (See para 7.7 to 7.9)

[In SLSC's 28.11.2011 meeting, the Committee has decided that Administrative Department will examine this proposal keeping in view all the pros-and-cons, after that appropriate action will be taken.]

4. Common Designations and Service Rules

At present there is no uniformity in designations of statistical personnel working in various departments which make personnel management system highly complex. To overcome this problem, it is recommended that all the line departments will adopt the designation pattern and service rules of DES, Punjab. (See para 7.10)

[This proposal was approved in SLSC's 28.11.2011 meeting]

5. Creation of Punjab Economic & Statistical Service (PESS)

To strengthen and streamline the Statistical system in the state, there is an urgent need to create Punjab Economic & Statistical Services (PESS) on the pattern of various states and Indian Statistical Service (ISS) at central level. NSC has also recommended it. Suitable amendments are required in the present service rules as prescribed qualifications are not as per the requirements of modern statistical system. To meet the requirements of vibrant and responsive statistical system,

amendment of service rules is an urgent necessity for which DES will take suitable action after approval of this report. (See para 7.11 to 7.13)

[In SLSC's 28.11.2011 meeting, the committee was of the view that this issue will be examined separately by the Administrative Department.]

6. Change in nomenclatures of Designations of ESO Punjab

The nomenclatures of various designations in ESO Punjab are not comparable with the corresponding administrative structure of Central/State Govt. and hence difficult to understand. Changes are recommended in the designations of ESO, Punjab to make these synonymous with hierarchy in Government. (See para 7.14 & 7.15)

[This proposal was approved in SLSC's 28.11.2011 meeting]

Administrative Recommendations with Financial Liability:

7. Filling up of vacant posts in ESO

There are 501 posts of statistical personnel and 29 posts of Data Entry Operator in DES out of which 51% are vacant as on 1.4.2011 and this gap is regularly widening due to continuous retirement and no direct recruitment. The extent and scope of statistical activities under SSSP as well as FC-XIII will increase manifold. This department is also looking after the work of District Planning Committees, MPLADS, TPP and Human Development. There is no sanctioned staff for these schemes (except District Planning) and work is being done with the statistical staff due to which statistical work is marginalised. In this way, even the existing statistical activities are being seriously affected due to acute shortage of staff what to talk of additional activities. Keeping this in view, the State Govt. is committed to fill all the vacant sanctioned vacancies in view of the 20-Key activities under ISSP and to achieve the milestones fixed by 13th Finance Commission. (See para 7.16)

[The SLSC has approved the proposal regarding filling up of 254 vacant Statistical posts in its meeting held on 28.11.2011.]

8. Additional Manpower requirement of ESO

To make the DES capable of playing its co-ordinating role and handle the activities of forthcoming projects such as ISSP and FC-XIII, there is an urgent need not only

to fill the existing vacant posts but creation of certain new posts also (See para 7.17). Therefore it is recommended to create following new posts in ESO:

Table- 1 Additional manpower requirements of ESO Punjab

| SN | Name of Post | Additional Required Posts |
|---|--|----------------------------------|
| A. State Headquarter | | |
| 1 | Director | 2 |
| 2 | Joint Director (JD) | 1 |
| 3 | Deputy Economic & Statistical Adviser (DESA) | 3 |
| 4 | Research Officer (RO) | 2 |
| 5 | Assistant Research Officer (ARO) | 2 |
| 6 | System Manager (DESA Rank) | 1 |
| 7 | Assistant Manager (RO Rank) | 2 |
| 8 | Section Officer/ ACFA | 1 |
| 9 | Legal Assistant | 1 |
| 10 | Data Entry Operator | 5 |
| 11 | Electrician | 1 |
| 12 | Driver | 6 |
| Total (A) | | 27 |
| B. District Level | | |
| (I) For already existed 20 Districts | | |
| 1 | District Statistical Officer (DSO) | 6 |
| 2 | Assistant Research Officer (ARO) | 44 |
| 3 | Statistical Assistant (SA) | 6 |
| 4 | Investigator | 20 |
| 5 | Driver | 13 |
| 6 | Assistant Programmer | 20 |
| 7 | Data Entry Operator (DEO) | 11 |
| Total (B-I) | | 120 |
| (II) For new created 2 Districts | | |
| 1 | Deputy Economic & Statistical Adviser (DESA) | 2 |
| 2 | Research Officer (RO) | 2 |

| | | |
|---|--|------------|
| 3 | District Statistical Officer (DSO) | 2 |
| 4 | Assistant Research Officer (ARO) | 10 |
| 5 | Statistical Assistant (SA) | 4 |
| 6 | Investigator | 2 |
| 7 | Assistant Programmer | 2 |
| 8 | Data Entry Operator | 4 |
| 9 | Driver | 2 |
| | Total (B-II) | 30 |
| | Total (B) | 150 |
| | C. Block Level | |
| 1 | Investigators | 172 |
| | Total (C) | 172 |
| | Grand Total (A+B+C) | 349 |
| | Note:- These posts will be filled up as per the norms. | |

[The proposal for creation of these posts was approved in SLSC's 28.11.2011 meeting]

9. Creation of new Statistical Cells in ESO

From the State's policy point of view following state specific statistical units are proposed for which staff will be managed partly from within the department and certain new posts are proposed to be created (See para 7.18 to 7.29):

- i) Gender Statistics Unit
- ii) Environment Statistics Unit
- iii) Infrastructural Statistics Unit
- iv) Border and Kandi Area Statistics Unit
- v) ISSP and other Projects Implementation Unit
- vi) Collection of Statistical Act, 2008 Unit

[The proposal regarding establishment of above new Statistical Units was approved by the SLSC in its 28.11.2011 meeting]

10. Establishment of Block Statistical Office

For the collection, compilation and analysis of data, there is a need of cell at the Block level. This cell will provide the statistical information for village & block level planning and strengthen the PRIs at grass root level in light of 73rd & 74th constitutional amendment. NSC has also recommended to create Block Statistical Cell. So, it is recommended to establish Block Statistical Office in each block. Two posts of Investigators are recommended for each block. It will require creation of 172 more posts of Investigators as at present only 112 Investigators are in place in the blocks. (See para 7.30)

[This proposal was approved in SLSC's 28.11.2011 meeting]

11. Filling up of vacant posts in Line Departments

Out of 978 sanctioned posts of statistical personnel in all the line departments, 488(50%) posts are filled and 490 (50%) are vacant. In line departments too the statistical work is seriously being hampered on account of acute shortage of statistical staff. Further the extent and scope of statistical activities is likely to increase in the line departments too under SSSP as well as FC-XIII. For strengthening the statistical activities in these departments, there is an urgent need to fill up these vacant posts. (See para 7.31 & 7.32)

[The SLSC in its 28.11.2011 meeting has approved the proposal regarding filling up of 490 vacant posts.]

12. Specific additional manpower requirement in Line Departments

At present there are some Line Departments related to 20-KSA which do not have sanctioned statistical staff. To improve the quality of data in these departments total 8 posts are recommended to be new created such as 1 post of Assistant Manager in Health & Family Welfare Deptt., 1 post of AD (Stat.) & 1 of SO in Land Record Deptt., 1 post of DD (Statistics) in DPI (Secondary), 1 post of AD (Statistics) in Transport Deptt., and 1 post of SO in each of Water Supply & Sanitation, Police Deptt. and PEPSU Road Transport Corporation.

Besides key Line Departments there are some state specific crucial Line Departments whose statistical activities are very important from the state point of

view. But these departments do not have sanctioned statistical staff. To improve the quality of data or to initiate important new statistical activities in these departments total 70 posts are recommended to be new created such as 1 post of DD (Stat.), 12 of SOs and 31 of SAs in Local Government Deptt., 1 post of JD(Statistics) in Animal Husbandry Deptt., 1 post of Senior Scientific Officer (Statistics) in Punjab State Council for Science and Technology, 1 post of SO & 1 of SI in Dairy Development Deptt., 2 posts of SOs & 6 of SIs in Social Security and Women & Child Development Deptt., 1 post of SO & 2 of SIs in Welfare of SCs & BCs Deptt., 1 post of SO in Fisheries Deptt., 1 post of AD (Statistics), 2 of SOs and 5 of FAs in Horticulture Deptt. and 1 post of AD (Stat.) and 1 of SA in Soil and Water Conservation Deptt. (See para 7.33 to 7.37)

[In SLSC's 28.11.2011 meeting, the proposal for creation of 78 posts was approved]

Strengthening of Infrastructure and Statistical Capacity Building:

13. Buildings of Head Office of ESO

At present DES is located in two buildings which are in dilapidated condition. Working environment for staff is not conducive. Moreover, buildings as well as other infrastructural facilities are not suitable to install modern equipments in ESO (HQ). There is an urgent need to have IT compatible buildings, ensure good working conditions and favourable office environment. Keeping this in view, a new building is proposed to be constructed at the total cost of Rs. 14.64 crores. (See para 7.38 to 7.39)

[In SLSC's 28.11.2011 meeting, the proposal for provision of land for construction of new buildings of office of HQ of DES has been approved.]

14. Renovation of existing HQ Building of ESO

The new proposed building of HQ of ESO may take 3-4 years for its completion and the installation of IT equipments cannot be postponed for so longer period. Keeping this in view it is proposed to renovate the existing HQ building of ESO to make it IT compatible. For this purpose Rs. 50.00 lacs are proposed. (See para 7.40 to 7.41)

15. Building of District Statistical Offices (DSOs)

At present out of 20, five DSOs still lack their own buildings and are located in congested rented buildings. Besides, two more new Districts are recently created wherein District Statistical Office buildings are also required. For uniform IT infrastructure, favourable working conditions and to ensure connectivity with State, a proposal for constructing new buildings in these 7 districts is proposed with a cost of Rs. 5.36 crores. (See para 7. 42)

[In SLSC's 28.11.2011 meeting, the proposal for provision of land for construction of new buildings of 7 District Statistical Offices was approved.]

16. Renovation/ Furnishing of District Statistical Offices

It is proposed to renovate/furnish buildings of District Statistical Offices housed in own Buildings and District Administrative Complex buildings to make them IT compatible and congenial working conditions. For this purpose total Rs. 120.00 lacs are proposed. (See para 7. 43)

17. Buildings of Block Statistical Offices

New proposed Block Statistical Offices are proposed to be provided with its own buildings. To construct office building in each of the block @ Rs.5.52 lac, an amount of Rs. 783.84 lacs crores is proposed. (See para 7. 44 to 7.46)

[In SLSC's 28.11.2011 meeting, it was approved that the provision of land for construction of buildings for this purpose may be made in the already existing Block Development and Panchayat Officer's office.]

18. Office Furniture for DES

Adequate working space and congenial work environment is known to be directly related to efficiency of work. Therefore a proposal for suitable furniture, including modular furniture with cabin structure suitable for equipment, is proposed at the cost of Rs. 220.75 lacs for providing efficient working environment in the DES. (See para 7.47)

19. Building of Regional Training Institute (RTI)

A high profile and independent Regional Statistical Training & Research Institute is proposed to be established at SAS Nagar (District HQ) or at other place adjoining to Chandigarh. The cost of the construction of building of this Institute is estimated to Rs. 1680.00 lacs. The detail proposal of this Institute is given in Chapter 6.

20. Vehicles

At present due to lack of field inspection quality of data supplied is not satisfactory. To improve the quality of data through field visits and inspections, vehicles have been proposed at the state and sub-state level as under (See para 7. 49 to 7.53):

- 7 Vehicles for Head Office of ESO.
- 22 Vehicles for 22 District Statistical Offices of ESO.
- 142 Motor Cycles for Block Statistical Offices of ESO.
- One Mini-Bus and 2 Jeeps for RTI.
- One Vehicle for Statistical Unit of Agriculture Department.

21. Information & Communication Technology

As per the recommendations of NSC following steps are proposed to strengthen the statistical activities with Information & Communication Technology:

i. Advanced Data Processing (ADP) Division

An Advanced Data Processing (ADP) Unit is proposed to be setup in DES, Punjab which will be well equipped with latest Servers, desktops and Software. The ADP Unit will be responsible for development of Software for all regular works and various censuses and surveys conducted by the department and also maintenance of Network, Internet, E-mail, Web server, FTP Server and Systems Problems.

ii. IT Hardware and Software

To implement ICT technology, the Directorate, Districts and Block Offices in DES need to be strengthened with latest Server, Desktop systems and Printers with necessary software. Keeping this in view almost each of the statistical official of ESO is proposed to be equipped with a desktop/laptop/palmtop with internet connectivity. In addition to it certain important other hardware is also proposed to

modernise the functioning. ESO will have its independent website. Total cost of hardware and software for ESO is estimated at Rs. 389.55 lac and 456.50 lac respectively. Installation of IT hardware and operation of software is a technical assignment which requires an institutional expertise. For this purpose, an amount of Rs. 200.00 lacs is proposed for hiring the services of IT Consultant-cum-Project Management Agency for implementation of IT Proposal. Besides, adequate number of IT equipments has been proposed for line departments also (Rs. 414.80 lac). In addition to it, other main proposals in this connection to be covered in this report are:

- Web Based Applications.
- Data Warehouse.
- IT for New Proposed Block Statistical Offices (Rs. 195.64 lacs).
- IT for RTI (Rs. 48.47 lacs).
- Miscellaneous Automation/Multi-media equipments for ESO (Rs. 1.55 lacs).
- Video Conferencing facility at HQ in ESO (Rs. 10.98 lacs).
- Digital Library at HQ in ESO (Rs. 36.50 lacs).

Detailed ICT proposal is given in para 7.54 to 7.81.

22. Training of Statistical Personnel of Punjab State

There is an urgent need for providing comprehensive training to all the statistical personnel of DES and other line departments. There are about 1479 statistical personnel in the state. In addition to it, 234 non statistical persons are performing statistical activities in various departments who too require trainings. An estimated amount of Rs. 581.00 lacs has been earmarked for conducting various training programmes under this plan. Subject-wise proposal of trainings is attached in Chapter-6.

23. Northern Region Statistical Training & Research Institute (NRSTRI)

To cater to the needs of training of statistical personnel in Punjab State and also in the neighbouring states, such as, Haryana, Himachal Pradesh, J&K, and UT Chandigarh, the creation of Regional Training Institute is proposed. Detailed proposal in this regard is given in chapter 6. This institute would be established at the estimated cost of Rs. 1750.77 lac (building, IT and vehicles). The operational

cost is estimated to Rs. 646.32 lacs (operational cost and cost of administrative staff) for the project which would be met out from central government's funds for the project period and thereafter borne by participating state Govts. (See Chapter-6)

24. Surveys & Studies

i) Surveys and studies are necessary for bridging the data gaps in statistical system. There are several data gaps in the existing statistical system of state. To bridge these data gaps a lump-sum amount of Rs. 1000.00 lacs has been proposed for surveys and studies. An indicative list of surveys & studies to be conducted is attached at Annexure-VI. (see para 7.84)

ii) In addition to it, a Village Level Amenities Survey is proposed to be conducted in each of village in State for which Rs. 90.86 lacs are proposed. (see para 7.85)

iii) To establish Data bank on development schemes & inspection thereof, information on development works under important flagship programmes /schemes will be collected through a survey and the inspection Machinery will be created at state Headquarter of DES to inspect the works under various schemes on the basis of above proposed data bank. The total cost of this proposal is Rs. 170.00 lacs. (see para 7.86-a & 7.86-b)

iv) Survey of residual units under Annual Survey of Industries (ASI) will be conducted as per the directions of MOSPI for which an amount of Rs. 235.00 lacks is proposed. (See para 7.87)

25. Expert/Consultancy Services

The data produced by DES and Line departments is not upto the required national standard. It suffers from various deficiencies. DES is unable to perform its nodal role due to lack of staff and expertise. So to bridge the expertise gap, DES requires the services of subject and IT experts. Therefore, six subject specialists and four IT & related experts (including one Hardware Expert) at HQ and 22 subject specialists for 22 Districts are proposed. The subject specialists will be appointed only for the award period of ISSP project, whereas four IT & related experts will be continued

even after this for which the cost after project period will borne by state Govt. Total budget of Rs. 648.00 lacs is proposed for this purpose under PSSSP. (See para 7.88 & 7.89)

26. Promoting Partnerships with Universities and Research Institutes

It is proposed to create an Internship Programme for bright post graduate students in Economics & Statistics from the universities to enable such students and faculty members to get practical experience of statistical activities of state Govt. It will help to generate a pool of various professionals which can be utilized for various short term data needs and surveys etc. For this, the total cost is estimated to be Rs. 59.40 lacs for 5 years. (See para 7.90 & 7.91)

27. Exposures and Learning visits

For the improvement of State Statistical System, exposures and learning visits to the states which have developed an advance IT equipped statistical systems are necessary. Keeping this in view, it is proposed that at least one exposure visit of the team of 3-4 officers under the leadership of senior officers would be conducted every year. The total 5 visits will cost to Rs. 10.00 lacs. (See para 7.92)

28. Statistical awareness/Advocacy

To bring statistics in limelight from neglected and marginalised area it is proposed that advocacy activities for sensitisation of high level policy makers, data producers and users at department levels in public, private & civil society sectors will be undertaken during the project period. For this workshops will be arranged annually. It may include a series of workshops for awareness about Collection of Statistics Act, 2008. An amount of Rs. 20.00 lacs is proposed @ Rs. 4.00 lacs per year for 5 years for this purpose. (See para 7.93 to 7.96)

29. Data Producer and Users Workshops/Meetings

The regular meetings/workshops of data producer and users are necessary to assess the requirements of data users as per their changing needs. Keeping this in view an amount of Rs. 20.00 lacs has been proposed for such meetings and workshops. (See para 7.97)

30. Publication & Dissemination of Statistical Reports

In Punjab state large number of statistical data sets are generated but the data is not analysed and published. Under SSSP it is proposed that all the line departments would analyse their generated data and prepare annual publications and disseminate same on regular basis. For this purpose an amount of Rs. 125.00 lacs is proposed under SSSP for the project period. (See para 7.98)

31. Crop Cutting Experiment (CCE) Kits

Agriculture department is lacking CCE kits which are very crucial for the estimation of crops production. Department has demanded Rs. 2.50 lacs (Rs. 1000 per kit) for 250 CCE kits. Therefore, Rs. 2.50 lacs are proposed for this purpose. (See para 7.99)

32. Monitoring of SSSP Implementation and Incidental/Unforeseen expenditure

i) Monitoring of SSSP Implementation

The recommendations made under SSSP will have far reaching consequences and the Report contains a large number of actionable suggestions and other operational recommendations. Therefore, it is essential that some permanent mechanism be developed for taking action for achieving the objectives outlined in this Report. The Project Management Team (PMT) which may be suitably modified shall co-ordinate the implementation of PSSSP under the overall supervision of State Level Steering Committee (SLSC) by holding quarterly meetings and reporting to Principal Secretary, Planning. Half yearly meetings of SLSC would be held to review the implement action of plan. The half yearly progress report will be supplied to MOSPI periodically through the SLSC.

To monitor the implementation of PSSSP, an independent cell is proposed in this Report which will be fully involved in monitoring the activities of plan and ensure its timely implementation. This process will involve conduct of frequent quarterly and half yearly meetings with line departments, govt and non-govt. agencies. For this purpose a lump sum amount is required as project management cost. This amount would be incurred on the meetings, honorarium etc.

ii) Incidental/Unforeseen expenditure

During the process of implementation of plan there may be few minor components which may remain uncovered or may not be anticipated while preparing plan. To cover such issues or bridge minor gaps a lump sum amount is required for incidental and unforeseen expenditure during the process of implementation of PSSSP. This amount would be utilised as per the guidelines of ISSP project.

For above mentioned monitoring of SSSP implementation and incidental/unforeseen expenditure, a lump sum amount of Rs. 212.00 lacs i.e. 2 % of the total project cost is proposed to meet out the expenditure under these heads. (See para 7. 100to 7.106)

33. Summary of Total Proposed Budget under PSSSP

Under the PSSSP the total proposed allocation is Rs. 11047.75 lacs, out of which Rs. 10824.57 lacs would be funded through central govt. funds and rest Rs. 223.18 lacs would be borne by state (states) Govt. The main theme-wise allocation of proposed budget is given in Table-2 (See para 7. 107 & 7.109).

Out of total proposed amount of Rs. 11047.75 lacs, the amount exclusively meant for Punjab State is 8650.66 lacs, while Rs. 2397.09 lacs are kept for Regional Training Institute (RTI), in which Punjab's anticipated share is approximately one-fourth i.e. Rs. 599.27 lacs and rest of the amount i.e. Rs. 1797.82 lacs are meant for other participating States. In this way Punjab State's total proposal amounts to be Rs. 9249.93 lacs (8650.66+599.27), out of which Centre share is Rs.9089.75 lacs and state share is 160.18 lacs (See para 7.108).

Table-2 Main Theme-wise allocation of the Budget (Rs. in lacs)

| SN | Theme | Total Cost | Centre Share | State Share |
|----|---|------------|--------------|-------------|
| 1 | Improving the coordination and management of statistical activities in the States/UTs | 919.40 | 919.40 | - |
| 2 | Human Resource Development | 1227.32 | 1227.32 | - |
| 3 | Developing Statistical Infrastructure | - | - | -* |
| 4 | Investing in Physical infrastructure, including IT | 7230.17 | 7006.99 | 223.18 |

| | | | | |
|---|---|-----------------|-----------------|---------------|
| 5 | Improving statistical operations, especially those supporting the cause of improvement in the quality and dissemination of statistical data | 1670.86 | 1670.86 | - |
| | Total | 11047.75 | 10824.57 | 223.18 |
| <i>*The funds under this item will be met from the funds provided by the 13th Finance Commission.</i> | | | | |

The main activity-wise allocation of proposed budget is given in Table-3 as under (See para 7.110):

Table-3 Activity wise allocation of the Budget (Rs. in lacs)

| SN | Activity | Total Cost | Centre Share | State Share |
|-----------|--|-------------------|---------------------|--------------------|
| 1 | Civil Works | 4463.62 | 4240.44 | 223.18 |
| 2 | IT compatible renovation/furnishing of Buildings. | 170.00 | 170.00 | 0.00 |
| 3 | Office Furniture | 220.75 | 220.75 | 0.00 |
| 4 | Vehicles | 619.31 | 619.31 | 0.00 |
| 5 | ICT (hardware & software) | 1704.96 | 1704.96 | 0.00 |
| 6 | Surveys and Studies | 1495.86 | 1495.86 | 0.00 |
| 7 | RTI: Expenses w.r.t. administrative staff and operational cost for Project period. | 646.32 | 646.32 | 0.00 |
| 8 | Capacity building of Staff (Punjab State) | 581.00 | 581.00 | 0.00 |
| 9 | Digital Library, Videoconferencing and Multimedia Equipments for DES | 49.03 | 49.03 | 0.00 |
| 10 | Statistical Capacity Building with Professional in DES at Head Office and district level | 648.00 | 648.00 | 0.00 |
| 11 | Internship Programmes | 59.40 | 59.40 | 0.00 |
| 12 | Exposer and learning visits/ Statistical Advocacy/ Data producers and users interaction | 50.00 | 50.00 | 0.00 |
| 13 | Dissemination of Statistical Reports. | 125.00 | 125.00 | 0.00 |
| 14 | Crop Cutting Experiment kits. | 2.50 | 2.50 | 0.00 |
| 15 | Project Management Cost and Incidental/unforeseen expenditure under PSSSP (2% of total project cost) | 212.00 | 212.00 | 0.00 |
| | Grand-total | 11047.75 | 10824.57 | 223.18 |

34. Increase in plan size on the basis of decisions of SLSC's 28.11.2011 meeting

The proposed Plan of worth Rs. 97.42 crore was placed before the SLSC in its meeting held on 28.11.2011 which was approved subject to decisions of the SLSC. Accordingly the plan has been revised in light of the decisions of the SLSC and the plan size has increased from Rs. 97.42 crore to 110.48 crore with net addition of Rs. 1306.19 lacs. The main reason for increase in plan size is the inclusion of RTI in place of earlier proposal of State Training Institute. (See para 7.111)

35. Source of Finance and State's Financial Liabilities under PSSSP (See para 7.112 to 7.114)

ISSP project is a Centrally Sponsored Scheme. The percentage share of expenditure of the project between Central and State Govt. is as under:

| Item | Central Govt. | State Govt. |
|----------------------|----------------------|--------------------|
| Civil Infrastructure | 95% | 5% |
| All other Items | 100% | 0% |

Besides:

- All the associated recurring expenditure will be borne by State Govt.
- Cost of Land for the construction of buildings will be borne by State Govt.
- The required manpower will be provided by State Govt. at their own costs.

On the basis of above financial structure of ISSP project the State Govt. will bear the financial liabilities (estimated) in association with the implementation of ISSP as under:-

| SN | Item | State's Financial Liability (Rs. in lacs) | |
|-----------|--------------------|--|---------------------------------|
| | | One time | Annual (to be continued) |
| 1 | Buildings | 160.18 | 38.54 |
| 2 | Vehicles | - | 43.92 |
| 3 | Trainings | - | 160.00 |
| 4 | ICT Infrastructure | - | 104.32 |

| | | | |
|---|---|---------------|----------------|
| 5 | Development of Statistical Infrastructure | - | 90.24 |
| 6 | Creation of New Posts | | |
| | a. New Posts in DES, Punjab | - | 603.64 |
| | b. New posts in key line departments | - | 26.47 |
| | c. New posts in other Line Departments | - | 191.81 |
| | Total (6) | - | 821.92 |
| | Grand total (1-6) | 160.18 | 1258.94 |

[Regarding State's recurring cost, to sustain the activities under PSSSP, SLSC approved the proposal submitted in this regard. Besides, in addition to State share, the SLSC was agreed upon to provide support in the required areas of State Government's obligations under the project to support issues relating to provision of land, where applicable and also meet all the associated manpower related expenditures (be it filling up of vacant posts or creation of additional posts) and associated recurring expenditures.]

36. Flexibility in PSSSP within Activities

For proper implementation of PSSSP, there will be flexibility for the interchange of funds within the activities subject to actual cost at the time of implementation which may be lower/higher than the estimated cost. However no change will be made arbitrarily to shift funds from one activity to another. (See para 7. 115)

37. 20-Key Statistical Activities

Under the PSSSP the Plan is prepared for strengthening the 20-Key Statistical activities to produce credible, reliable & timely data under these activities. The activity-wise actions proposed to be taken for strengthening these activities and expected outputs are as under:

Table-3- 20-Key Statistical Activities-wise actions proposed for strengthening activity expected outputs

| S N | No. / Statistical Activity | Depart- ment respon- sible | Proposed steps for strengthening activity | Expected Outputs |
|----------------|--|---|--|---|
| 1 | 1. State Domestic Product Estimates. | ESO | 11 out of 20 key activities are being carried out by the DES Punjab. These activities are performed by the various branches in the DES with the assistance of statistical staff posted at sub-state and sub-district level. These activities are | More reliable & timely estimates of GSDP and NSDP will be prepared based on national minimum standards. |
| 2 | 2. Estimates of Capital Formation and Savings. | | | Precise, reliable & timely estimates of Capital Formation and savings will be available. |

| | | | | | |
|----|---|-------------|--|--|-------------------------------|
| 3 | 3. Estimates of District Domestic Product. | | being strengthened by providing the requisite IT infrastructure at state, district and block level. At the same time the required studies and surveys would be carried out to strengthen database and fill the data gaps in these activities both under ISSP and FC-XIII. The regular trainings for use of IT and in statistical methods will also be provided to statistical staff to enhance the capacity of manpower. For the supervision of data collection work in the fields the vehicles are proposed under plan. For providing favourable working environment in the office new buildings at head office and at sub state level are proposed along with modular furniture. For strengthening the local area planning Block Statistical Offices are proposed to be setup in each of the 142 blocks for which new buildings and IT infrastructure is proposed. | DDP estimates may be attempted at the district level on the basis of original data of District. | |
| 4 | 4. Estimates of Contribution of Local Bodies. | | | Estimates of contribution of Local Bodies sector in public administration & other sectors will be prepared. | |
| 5 | 6. Annual Survey of Industries. | | | Survey of Residual Units under annual Survey of Industries will be conducted in the state as per directions of MOSPI. | |
| 6 | 7. Index of Industrial Production (IIP). | | | The base of IIP will be updated and the time lag of preparation of state IIP will be reduced. | |
| 7 | 9. Wholesale Price Index | | | The time lag in compilation of Index will be reduced & base year will be updated. | |
| 8 | 10.Consumer Price Index | | | -do- | |
| 9 | 14.Housing Statistics | | | The database on housing statistics will be improved. | |
| 10 | 18. Participation in the Surveys of the NSSO | | | With the technical guidance and support of CSO, NSSO, GOI, software for validation checks at the district level and data pooling to enable increase in sample size for district level estimates could be attempted. | |
| 11 | 20. Statistics for Local Area Planning | | | Village level Data for decentralized planning will be available considering the fact that Block Level Statistical setup is proposed. | |
| | | ESO | | -do- | The time lag will be reduced. |
| 12 | 5. Data on Major Fiscal Variables | Finance | | IT infrastructure is proposed for statistical cell in Finance Department for strengthening of statistical activity. Regular trainings will also be provided to statistical personnel of this department to enhance the capacity of manpower. | |
| 13 | 8. Crop Area and Production Statistics | Agriculture | Agriculture is the key line department which compiles agriculture statistics with the collaboration of Land Record Department. To strength the statistical cell in these departments proper IT infrastructure is proposed along with a vehicle for supervision of | <p>i) Reliability, quality & timeliness of data will improve.</p> <p>ii) The quality of CCE will also improve.</p> <p>iii) An yearly publication on vital statistics of department</p> | |

| | | | | |
|----|--|------------------------|--|--|
| | | Land Records | data collection work in the field. The required surveys and studies would also be conducted to strengthen the database and bridge gaps. Proper trainings will also be provided to the statistical personnel to these departments for upgrading the manpower capacity. Crop Cutting Experiment (CCE) kits would also be provided to the department for carry out CCE. The vacant post in these departments would be filled on priority basis to provide sufficient staff strength for collection of statistics. | will be brought out regularly. |
| 14 | 11. Health, Morbidity, Mortality and Family Welfare Statistics | Heath & Family Welfare | This department has largest Statistical Cell for carrying out statistical activities. Sufficient number of IT equipments is proposed for this department for timely collection and dissemination of data. Regular trainings in IT and statistical methods will also be provided to the statistical personnel for upgrading the capacity of staff. For looking after the ICT functioning of the statistical wing of the department one post of IT expert is recommended for this department. For upgrading the database and filling gaps suitable studies and surveys will also be conducted in due course of time. | <p>i) Reliability, quality & timeliness of data will improve.</p> <p>ii) Statistical Surveys to estimate the prevalence of diseases by geographical area and social category to enable focused attention in these areas and social groups for easier access and retrieval.</p> <p>iii) Gender-wise data of patients may be collected upto grass root level.</p> <p>iv) The possibilities will be explored to collect data on medical facilities provided by private health institutions.</p> |
| 15 | 15. Birth and Death Registration Statistics and Population | | | Reliable Vital Estimates of IMR and MMR could be made available after the system is improved and the reporting level is cent percent in case of births, deaths and more specifically in case of infant and maternal deaths. |
| 16 | <i>12. Education and Literacy Statistics:</i> | | | |
| | 12A. Statistics on Educational Institutions | DPI (Sec.) | This department deals with the educational statistics of all type from primary to college education including professional education. | i) Reliability, quality & timeliness of data will improve. |

| | | | | |
|----|--|----------------------------------|--|--|
| | 12B. School Enrolment Data | | This activity is suffering from lack of IT and manpower which have been proposed to be provided in the plan. Required studies and surveys will be conducted for filling data gaps. Manpower capacity of the department would be enhanced by providing proper training of statistical methods and use of IT. | ii) Surveys & studies will be conducted on various related issues including estimating inter-censal literacy rates. iii) The possibilities will be explored to collect data on private educational institutions. |
| 17 | <i>13. Labour and Employment Statistics:</i> | | | |
| | 13A. Labour Statistics | Labour | Labour and Employment Generation & Training departments carry out Labour and Employment Statistics. These departments lacking IT, manpower and technical skills which are seriously hampering statistical activities. To fill these gaps sufficient number of computers and other IT equipments, proper trainings of statistical methods and use of IT tools and required studies and surveys to be conducted are proposed under this plan to strengthen these statistical activities. | i) Reliability, quality & timeliness of data will improve. ii) An yearly publication on vital statistics of department will be brought out regularly. |
| | 13B. Employment Statistics | Employment Generation & Training | | i) Reliability, quality & timeliness of data will improve. ii) An yearly publication on vital statistics of department will be brought out regularly. |
| 18 | 16. Electricity Production and Distribution Statistics | Pb. State Power Corp. Ltd. | Proper IT infrastructure and regular trainings are proposed for strengthening this activity. | i) Energy Statistics will be available in an integrated manner. ii) The possibilities will be explored to collect data related to electricity theft. |
| 19 | <i>17. Environment and Forestry Statistics:</i> | | | |
| | 17A. Forestry Statistics | Forest | Suitable IT infrastructure and regular trainings are proposed for strengthening this activity. Required studies and surveys will be conducted for filling data gaps. | 1. An yearly publication on vital statistics of department will be brought out regularly. 2. Efforts will be made to estimate environmental loss. 3. Surveys & studies may be conducted on the emerging environmental problems of the state. |

| | | | | |
|----|---|----------------------------|---|--|
| | 17B. Water Supply and Sanitation Statistics | Water Supply & Sanitation | This department has no statistical manpower for carrying out statistical activity. At the same time no IT tools are available for this purpose. Under this plan sufficient number of computers along with one post of statistical personnel is proposed to strengthen this statistical activity. | <p>i) Reliability, quality & timeliness of data will improve.</p> <p>ii) An yearly publication on vital statistics of department will be brought out regularly.</p> |
| 20 | <i>19. Transport Statistics:</i> | | | |
| | 19A. Motor Vehicle Registration Statistics | Transport Commissioner | This department has already sufficient IT equipments for carrying out statistical activities whereas proper trainings in statistical methods would be provided to the statistical staff of this department for upgrading this statistical activity. | |
| | 19B. Road Statistics | Public Works Deptt. (B&R) | This department is lacking IT tools for carrying out statistical activity. Suitable number of IT equipments is recommended for the improvement of timeliness and quality of data. Proper trainings of statistical methods will also be provided to the staff of department performing statistical activities. Some survey and studies will also be conducted to strengthen the database and fill up gaps. | <p>i) Reliability, quality & timeliness of data will improve.</p> <p>iii) An yearly publication on vital statistics of department will be brought out regularly.</p> |
| | 19C. Traffic Accident Statistics | Police | This department is lacking IT and statistical manpower due to which the statistical activities are suffering from low quality of data. One post of statistical personnel along with suitable number of computers is proposed for strengthening of statistical activity. | <p>i) Reliability, quality & timeliness of data will improve.</p> |
| | 19D. Passenger Traffic Statistics | Transport Deptt. | Proper IT infrastructure and regular trainings are proposed for strengthening this activity. Required studies and surveys will be conducted for filling data gaps. | <p>i) Reliability, quality & timeliness of data will improve.</p> <p>iii) An yearly publication on vital statistics of department will be brought out regularly.</p> |
| | | PEPSU Road Transport Corp. | This department is lacking IT and statistical manpower due to which the statistical activities are suffering from low quality of data. One post of statistical personnel along with suitable number of computers is proposed for strengthening of statistical activity. | <p>i) Reliability, quality & timeliness of data will improve.</p> <p>iii) An yearly publication on vital statistics of department will be brought out regularly.</p> |

The statistical activities of all these departments are suffering from shortage of staff. Therefore, the vacant posts in the statistical cell of these departments are proposed to be filled up on priority basis for providing sufficient manpower for the collection, compilation, analysis and dissemination of data. Most of the collected statistical information is forwarded to the concerned Ministries in statement format and hardly any analysis of the data is carried out or report is published for the use of data. So the analytical capacity of statistical staff of these departments would be enhanced through proper training to make use of collected data. A proper dissemination policy to publish reports of these statistics will also be explored so that this statistics can be used by various data users in state.

CHAPTER-1

INTRODUCTION

1.1 There is an increasing realisation among countries that focusing on desired outcomes and impacts is the only way to ensure that scarce resources are used effectively and efficiently for economic and social development. Availability of reliable statistics in time and at the required disaggregate levels is a pre-requisite for the design and implementation of such development plans as the process involves establishing baselines, identifying upfront performance targets and indicators and monitoring the progress during implementation and on completion. It is, thus, important that the statistical system of each state is reformed so as to provide reliable and comprehensive statistics on economic, social and environmental aspects on a timely basis. Statistics are just like newspapers as too old data loses its relevance. It has become all the more important in India in the context of changing economic and social policies, increasing environmental concerns, technology growth and introduction of the third layer of administration in the political system. Good statistics also constitute an indispensable element in the information system of a democratic society and the basic input for evidence based decision making.

Review by Rangarajan Commission

1.2 A Commission under the Chairmanship of Dr. C. Rangarajan was appointed by the Government of India in January 2000 to examine critically the deficiencies in the statistical system and to recommend measures for its systematic revamping. The National Statistical Commission known as the Rangarajan Commission, in its report submitted to the Government of India in September 2001 listed following data gaps and deficiencies in the statistical system.

- a) Existence of gaps in the availability of needed information;
- b) Delays in publication of results;
- c) Large and frequent revisions of published results;
- d) Gross discrepancies in official statistics from different sources; and
- e) Lack of transparency in statistical operations.

1.3 These deficiencies, as noted by the NSC, have led to a serious loss of credibility of official statistics, arising on account of following reasons:

- a) There is lack of a system of assurance of quality of the statistics that are disseminated by the official statistical system;
- b) Over the years, the system of statutory administrative returns, which form the major sources of official statistics, has seriously weakened;
- c) Time tested methods of coordination with various agencies of the decentralized statistical system such as Technical Working Groups, Advisory Committees, Conference of Central and State Statistical Organizations (COCSSO) etc. have not been functioning satisfactorily;
- d) Absence of a Human Resource Development Policy has been responsible for a marked lack of motivation of official statisticians in India and
- e) Absence of an explicit Citizen's Charter or Mission Statement without which the rising expectations of the citizens from the statistical system cannot be fulfilled.

1.4 The two basic reasons identified by the Rangarajan Commission for the existence of some of the major deficiencies were (i) absence of an effective co-ordination mechanism for determining statistical priorities, standardization of concepts and definitions, and (ii) absence of a mechanism to ensure credibility of statistics in the existing decentralized statistical system.

Strengthening of State Statistical System – Recommendations of NSC

1.5 The National Statistical Commission (NSC) made the following recommendations for the Strengthening of State Statistical System.

- The breakdown of the Administrative Statistical System needs the immediate attention of the highest authorities of State Governments. They are urged to take steps to reduce the burden of the additional work given to the lowest level Government functionaries such as Patwaris and Primary Teachers so that they can effectively carry out statistical functions assigned to them.
- The authorities should also instruct the offices implementing different Acts and Rules to be vigilant that all relevant units file with them regularly the

statutory statistical returns required by the Acts and Rules and take necessary action under the Acts against the defaulting units.

- The State Directorates of Economics and Statistics (DESs) should develop capabilities to tabulate data on demand and to analyze data from different sources. For this they should organize all the data that the State's statistical system possesses in an appropriate manner.
- The State Governments should accord priority to computerization of administrative offices that generate administrative statistics.
- The DESs should fully exploit the potential of their participation in the National Sample Survey (NSS) programme by using the survey data as a data bank and by utilizing the survey mechanism for ad-hoc collection of additional sample data required by the Government.
- The State Governments should support the DESs in the creation of sample survey capabilities by creating sample survey divisions in them.
- The State Governments should make the necessary resources available to the DESs for computerization and development of necessary software to make the DESs self sufficient in this respect. This will help them to undertake tabulation of NSS data, which they are collecting in their matching samples.
- The DESs should develop the necessary analytical capabilities to carry out data-analysis relevant to the problems of decision making of the Government.
- For strengthening the effectiveness of the statistical system of the Government, the State Governments should create a separate Department of Statistics by elevating the existing DES to the level of a Department and the Director of the existing DESs to the level of Secretary to the Government. The Department of Statistics should have complete freedom in statistical work. The head of the Department of Statistics should be a professional statistician or a professional economist with experience in large-scale data collection and empirical analysis of data.
- The State Governments should closely involve the Director of DESs in its decision-making processes by making him a member of or an invitee to

committees and groups dealing with plans and programmes in substantive fields.

- The State Government should strengthen the role of the DES as coordinator of its statistical activities by empowering them to take a technical review of the statistical activities of all departments every year. The DESs should also be asked to make a report to the Government of its comments on and suggestions for these activities. The DESs should also be authorised to convene a biennial conference to review the State Statistical System and its activities.
- The State Governments should take steps to create a common statistical cadre and State Statistical Service for manning statistical posts in all departments.
- The heads of the department of the State Governments should closely involve their departmental statisticians in their decision-making process. To give institutional support to his role, the departmental statisticians should be placed directly under the head of the department.
- In view of the renewed importance of the Block Statistical Organisation in the context of local area planning, the State Governments should bring it directly within the fold of the States' Statistical System by either transferring the organization to their Directorates of Economics and Statistics or by making it responsible for its statistical work to the Directorate and bringing it under the Directorate's technical supervision through the district statistical organization.

1.6 In accordance with the recommendations of NSC, the Ministry of Statistics and Programme Implementation (MOSPI), GOI has initiated the "India Statistical Strengthening Project (ISSP)" with the assistance of the World Bank. The focus of the project is on the strengthening of the statistical capacity of the 35 States and Union Territories, particularly with regard to the collection, compilation and dissemination of statistics, in accordance with the relevant recommendations contained in the NSC Report (August, 2001). This report has underlined the crucial role which all the States/UTs have to play in generating the data for a wide range of

national level statistics and for providing appropriate and adequate data in a timely manner for meeting the requirements of policy and planning at the state and sub-state levels.

1.7 In this background Government of India requested the state governments to communicate their willingness to participate in the ISSP. The Government of Punjab decided to participate in the ISSP and conveyed its willingness in its "Letter of Participation (LoP)" signed by Chief Secretary Govt. of Punjab (Annexure-V) addressed to the Government of India. While doing so the State Government agreed to subscribe and confirm to the national vision and strategic policy frame work of the National Strategic Statistical Plan (NSSP), formulate the State Strategic Statistical Plan (SSSP) on the basis of the broad guidelines issued by the MOSPI and to enter into an appropriate Memorandum of Understanding with the Government of India to make this project successful and to deliver the desired outcomes. In accordance with the Letter of Participation, the State government has designated the Economic & Statistical Organisation, Punjab as single nodal agency of the State Government for the purpose of the 'India Statistical Strengthening Project (ISSP)' and to be a Point of Interaction (PoI) with the Ministry of Statistics and Programme Implementation, Govt. of India (Annexure-VIII). The State government has also constituted a State High Level Steering Committee (SHLSC) under the chairpersonship of the Chief Secretary, Govt. of Punjab (Annexure-IX).

1.8 The key performance yardstick for the project is the extent to which the State and UT governments participating in the ISSP are able to meet effectively, adequately and systemically the national minimum standards in regard to the 20 key statistical activities listed below.

1. State Domestic Product Estimates
2. Estimates of capital formation and savings.
3. Estimates of district domestic product
4. Estimates of contribution of local bodies.
5. Data on major fiscal variables.
6. Annual survey of industries.
7. Index of industrial production

8. Crop area and production statistics.
9. Whole sale price index
10. Consumer price index
11. Health, Morbidity, Mortality and Family Welfare statistics
12. Education and literacy statistics
- 12A. Statistics on educational institutions
- 12B. School enrolment data
13. Labour and employment statistics
- 13A. Labour statistics
- 13B. Employment statistics
14. Housing Statistics
15. Birth and death registration statistics and population
16. Electricity production and distribution statistics
17. Environment and Forestry statistics
- 17A. Forestry statistics
- 17B. Water supply and sanitation statistics
18. Participation in the surveys of National Sample Survey Organisation
19. Transport statistics
- 19A. Motor Vehicle registration statistics
- 19B. Road statistics
- 19C. Traffic Accident statistics
- 19D. Passenger traffic statistics
20. Statistics for local area planning

1.9 The State Strategic Statistical Plan (SSSP) is an opportunity to strengthen the statistical capacity of the Punjab State Statistical System. The preparation of the SSSP provides a chance for all stakeholders to assess the current status of statistics, to review data needs, to develop a vision for State's statistical system and to formulate strategies for achieving the vision. The objective of the SSSP is to develop a viable, technically sound and user-oriented work program with planned actions, including inter-alia budget lines and time lines, for data production, analysis and dissemination. It should include a mechanism for continuous assessment of user

needs and priorities with regard to data, provide a framework for mobilizing resources (both state and national through the India Statistical Strengthening Project (ISSP)), and put in place a monitoring system to monitor the implementation of the Plan. It should also ensure that statistical activities are developed and managed in as coordinated, efficient and effective manner as possible.

1.10 The ISSP would be primarily focusing its interventions in respect of five selected key areas, namely, the following:

- a) Improving the Coordination and Management of Statistical Activities in the states/UTs;
- b) Human Resource Development;
- c) Developing Statistical Infrastructure;
- d) Investing in physical infrastructure, including IT, and
- e) Improving Statistical Operations, especially those supporting the cause of improvement in the quality and dissemination of statistical data.

1.11 Keeping the objectives of the State Strategic Statistical Plan in view within the above broad guidelines of ISSP and also since this was an opportunity to strengthen the statistical capacity of the Punjab State Statistical System, it was necessary to consult all stakeholders involved in the statistical system. The preparation of SSSP provides an opportunity to all the stakeholders to assess the current status of statistics, to review the data needs, to develop a vision for State's statistical system and to formulate strategies for achieving the vision.

1.12 A study namely "Study for Identifying Specific requirements for Strengthening of the State Statistical Bureaus-Phase-I" of the statistical system in Punjab including the gaps and deficiencies was undertaken at the instance of MOSPI by JPS Associates (P) Ltd. in 2006. The report, submitted in November, 2006, was prepared by a Group headed by Shri A.K. Johari Project Director.

1.13 Since the preparation of SSSP involves a thorough review of the present statistical system in Punjab including the quality and coverage aspects of statistical outputs of the DES as well as by the line Departments, it was felt that the job of preparation of SSSP report should be entrusted to a professional agency/consultant

who could be provided with the relevant background material and notes by the DES as also by the line Departments.

1.14 Smt. Dr.Saroja Rama Rao was chosen as Consultant keeping in view his vast experience in official statistics as she headed DES Andhra Pradesh for many years. She was requested to be the consultant for preparation SSSP for Punjab by Government of Punjab and agreement was signed with her.

1.15 The process of formulation of the Punjab State Strategic Statistical Plan (PSSSP) commenced with the constitution of the Project Management Team (PMT), under the chairmanship of the Economic Adviser, Punjab (Annexure-X) which was required to prepare the draft with the help of consultant SSSP after discussions with stakeholders, discussions in seminars and workshops and after individual consultations. The first meeting of PMT was held on 29.11.2010 (Annexure-XIII) in which detailed discussion was held on the preparation of SSSP. Thereafter all the line departments relating to 20-Key Statistical Activities (20-KSAs) and other line departments were requested to supply the requisite information w.r.t. their statistical activity in a prescribed format. A meeting was convened with all these departments on 7.1.2011 (Annexure-XIV) under the chairmanship of Principal Secretary Planning to sensitize the departments about the importance of the project and to supply the requisite information in time. Various branches of DES were also asked to supply the requisite information. The information supplied by line departments and different branches of DES was comprehensively reviewed and incorporated in SSSP.

1.16 Major exercise of preparing the SSSP was done as an in-house exercise within DES under the overall supervision of Sh. Mohan Lal Sharma, Economic Adviser. Various groups of senior level officers were constituted. Sh. Harvinder Singh Joint Director who was assisted by Sh. Gurmeet Singh Research Officer was assigned the nodal role of overall co-ordination. He co-ordinated the whole of this work and drafted the main chapter on Implementation Plan. Proposals of Buildings and Vehicles were prepared by group headed by Sh. Parminder Singh, JD(Admn.). IT (hardware & software) and trainings proposals of DES & line departments were

prepared by Sh. Jagdeep Singh DESA. This process was followed by the brain storming meetings headed by Economic Adviser on almost daily basis including holidays. Accordingly the first draft of SSSP was prepared which was comprehensively reviewed and improved by Economic Adviser.

1.17 The prepared draft of SSSP was put up in the PMT meeting held on 25.5.2011 (Annexure-XV). As per the decisions of PMT the relevant portions of report were sent to the concerned line departments for reviewing and comments. A meeting of Key Line Departments was convened on 3.6.2011 (Annexure-XVI) for getting their comments. On the basis of comments received from all quarters, draft SSSP was revised accordingly. The revised draft was subsequently placed in the meeting of all stake holders held on 23.6.2011 (Annexure-XVII). Secretaries/heads of the line departments, representatives of universities, Research Institutes, NGOs were participated in this meeting. This meeting was attended by Sh. Inderjit Singh, DDG (SSD), MOSPI, GOI, as representative of MOSPI too. The comments and suggestions received from all quarters in this meeting were further incorporated in draft SSSP. The whole process was monitored by the Principal Secretary, Planning, on regular basis.

1.18 Final Draft of PSSSP was placed in meeting of the State Level Steering Committee (SLSC) on the ISSP held on 28.11.2011 under the chairmanship of the worthy Chief Secretary, Government Punjab, Sh. S.C. Aggarwal, IAS to discuss and approve the draft PSSSP. In this meeting, SLSC has approved the draft PSSSP subject to decisions of the SLSC related to few modifications (Annexure-XVIII). Accordingly the PSSSP has been revised in light of the decisions of the SLSC.

1.19 The identification of goals as well as strategies enabled determination of the specific activities which are to be incorporated in the implementation and financial plans. A time line of 6 years has been proposed for the implementation of the various activities. In order to adhere to the timeline proposed and to attain the deliverable outputs/outcomes, monitoring and performance indicators were developed and incorporated in the plan.

CHAPTER-2

CURRENT DESCRIPTION OF THE STATE STATISTICAL SYSTEM

Historical Perspective

2.1 With the advent of the era of economic planning and development, the State Govt. created a statistical office headed by the Economic & Statistical Adviser in 1949 to cater to the statistical needs of the state. The Board of Economic inquiry/Bureau of Economic and Statistics also became a part and parcel of this office in 1953 which was created in 1949/1950 in erstwhile PEPSU State. With the merger of Punjab and PEPSU in 1956, the present Economic & Statistical Organisation (ESO) came into being. The ESO has been strengthened over time to effectively respond to the growing needs for statistical analysis arising from economic growth of the states.

2.2 The Economic and Statistical Organisation, Punjab makes a major contribution to the database of the State and has been declared a Nodal Agency since April 2003 for effective coordination of statistical activities of all the departments. The statistical needs of private sector are also met by this Organisation. The planners, research scholars, social thinkers and administrators draw heavily on the statistical information available with ESO. The data collected by the organisation highlights the level of socio- economic development of the State. This data helps in formulation and evaluation of Development Programmes of the state.

The Current System

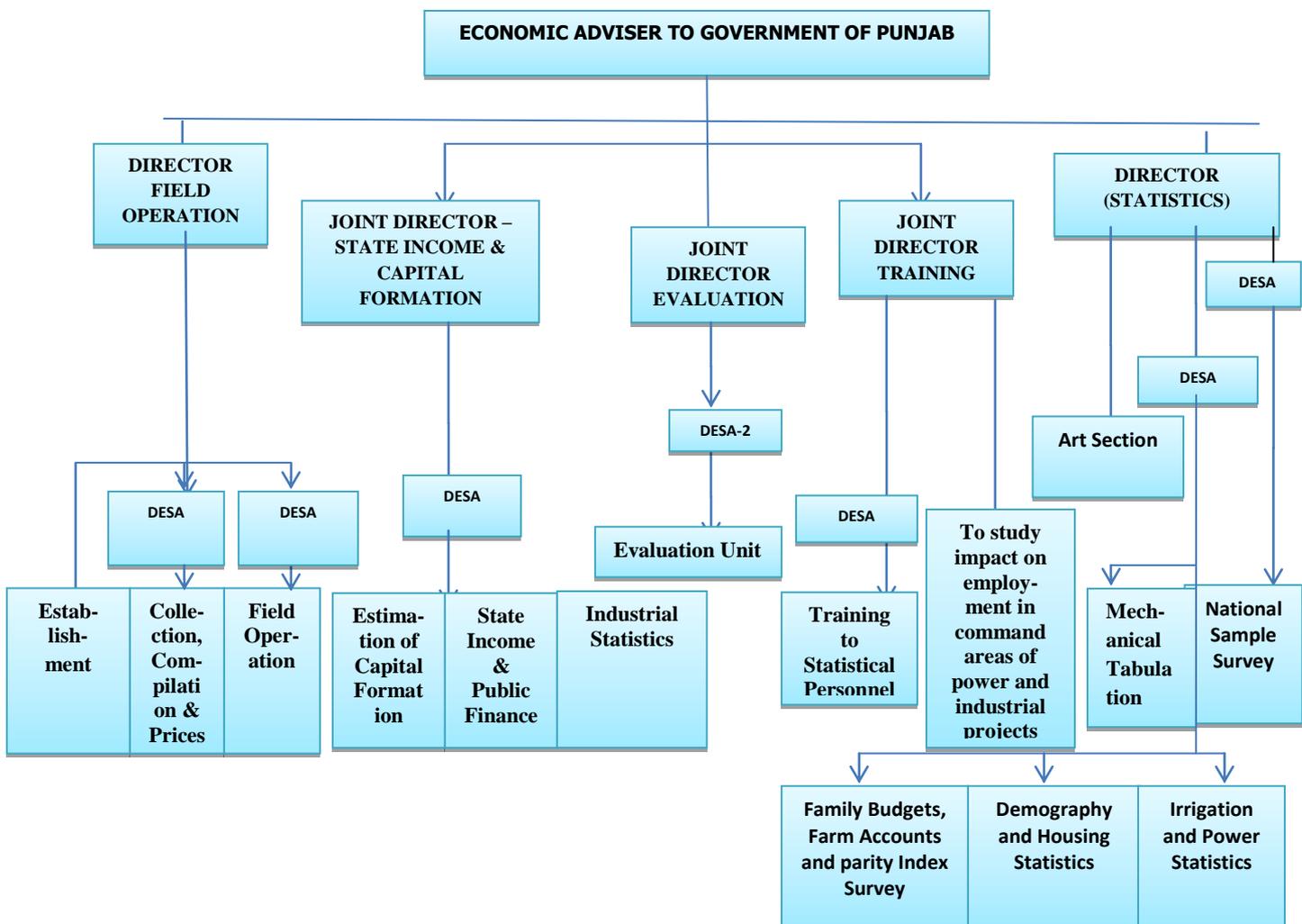
2.3 The system of official statistics in Punjab is, like in the Centre and various other States, a decentralised one, with the individual line departments being responsible for collection, processing and releasing the data in their own subject fields, and the Economics and Statistics Organisation playing the role of a nodal agency. Besides the Economic and Statistical Organisation (ESO), various other departments in Punjab have statistical cells/ units to process and maintain statistical information for their own and general need. The data collection, except to the

extent it is covered by Central legislations like Collection of Statistics Act and Registration of Births and Deaths Act, is not facilitated by any State legislation.

Organisational Structure of ESO

2.4 ESO is headed by the Economic Adviser (EA) who is assisted by Directors, Joint Directors, Deputy Economic and Statistical Advisers, Research Officers and Assistant Research Officers. There is a District Statistical Office in each of the districts of the State headed by Deputy Economic and Statistical Adviser (DESA). The administrative structure at head office of ESO is depicted in the chart-I .

CHART – I



Functional Sections of ESO

2.5 ESO has 21 sections including establishment section at the State Head Quarter. The establishment section manages the human resource administration and is manned by Superintendents, Senior Assistants, Clerks and typists. Other sections are engaged in special areas. The description of these sections, including the specialized fields, is given in the following table:

Table 2.1: Sections of ESO and their Functions

| SN | Section | Activities |
|----|-------------------------|--|
| 1 | Field Operation Section | The field operation section was set up with the primary objective of improving the quality of statistics at block and lower level and also to collect additional primary data on various other important socio-economic aspects at village and block level. Detailed, village-wise information is collected by investigators/statistical assistants posted at block level. On the basis of information collected, Village Directories and Block-at-a Glance for each district of the state are prepared and published. |
| 2 | Compilation Section | This section acts as data bank in the department and wide range of data is made available comprehensively to the state administrators, planners and researchers. This section also coordinates statistical activities between Govt. of India and various states. Statistical Abstract of Punjab and Basic Statistics of Punjab is prepared by this section annually and placed on the website. |
| 3 | State Income | This section prepares estimates of State Domestic Product (SDP) both at current and at constant (at present 2004-05) prices for all the sectors of the economy along with per capita income regularly. District-wise sectoral estimates of SDP both at current and constant prices for each year are also prepared. Quick and advance estimates of SDP based on production target of Agriculture Livestock, Forestry, and Fishing sectors are prepared annually. Sector wise growth rates of SDP for different periods are prepared to study the trend of State Economy. |
| 4 | Capital Formation | This section prepares estimates of Goss Fixed Capital formation for all the 13 sectors of the economy at current and constant (at present 2004-05) prices for public & private sectors. These estimates are compiled asset-wise, institution-wise and industry-wise for the State as a whole. At present, this section is partially |

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| | | functional due to paucity of staff. |
| 5 | Prices Section | This section collects wholesale and retail prices every week to study the behaviour of prices especially under inflationary pressures. From these prices monthly price bulletins are prepared. Consumer Price Index Numbers for the working class in Punjab are prepared every month for six selected centres. |
| 6 | Public Finance | This section under takes economic analysis of State Govt. budget and budgets of Municipal Councils/Corporations. This section also compiles the accounts of rural local bodies. Macro-economic data regarding Public Finance is maintained and supplied for various users. Economic & Purpose Classification of Budget is the main annual publication of this section. |
| 7 | Plan Evaluation, Survey and Studies | This section is responsible for undertaking evaluation surveys and studies regarding plan programmes and schemes to identify bottlenecks in their implementation for taking necessary corrective measures. This section has done 149 evaluation studies so far. At present, this section is partially functional due to paucity of staff. |
| 8 | Demography & Housing Statistics | This section collects and gets published annually the statistics relating to Census of Punjab Govt. and Semi-Govt. Employees; Population Statistics; Municipal Statistics; Building Material Prices and Wages of Construction Labourers; and Building Construction Cost Index (BCCI). This section also collects data on housing statistics from Private and Public sector on the instance of NBO. |
| 9 | Irrigation and Power | The irrigation section of this organization prepares two reports namely 'Energy Statistics of Punjab' and "Irrigation, Floods and Water logging statistics of Punjab" annually. At present, this section is partially functional due to paucity of staff. |
| 10 | National Sample Survey | The National Sample Survey (NSS) Unit works in collaboration with NSSO Govt. of India. This unit participates in the NSSO's programme of socio-economic surveys canvassing by NSSO's schedules for various rounds as a State sample. But at present this section is partially functional due to paucity of staff. |
| 11 | Tabulation | Tabulation section is vested with the responsibility of tabulation of data collected under National Sample Survey of different rounds. At present, this section is partially functional due to paucity of staff and required hardware/software. The data so collected from the State sample is expected to be processed by the ESO but no report has been brought out because the processing and tabulation of state sample data for various socio-economic surveys is not being done due to acute |

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| | | shortage of staff and as there are no hardware/software facilities in this office. Now, the DES, Punjab has started processing of State Sample Data with its limited source w.e.f. 63rd round of NSS. |
| 12 | Employment | Employment Section conducts studies under the schemes 'Impact on Employment in command Areas of Industrial and Power Projects and Spread effect on the Employment in the adjoining areas'. This section has conducted twelve studies so far. At present, this section is almost non functional due to paucity of staff. |
| 13 | Industry | This section collects industrial statistics and main task of this section is preparation of Annual State Summary results for registered manufacturing sector and compilation of Index of Industrial Production (IIP) for selected important items. At present the work of this section is restricted only to the preparation of IIP due to the shortage of staff and state does not participate in ASI. |
| 14 | Farm Accounts | This section prepares two reports annually, (1) Farm Accounts of Punjab and (2). Family Budget of selected cultivators in Punjab to assess the annual income and expenditure to analyse the economic conditions of the farmers. |
| 15 | Art Section | This section prepares titles, Graphical Charts/Pictograms, Maps and other visual aids for various departmental publications / reports / folders and brochures prepared from time to time. Multi coloured charts and display charts are also prepared by this section. |
| 16 | Training Section | This section imparts training to statistical personnel to make them conversant with the latest statistical terminology of subjects like statistics, Economics, Mathematics. At present, this section is non functional due to paucity of staff |
| 17 | Human Development Research & Co-ordination Unit | This section is looking after the work of SSPHD Project. |
| 18 | Economic Census | This section looks after the work of Economic Census. |
| 19 | Members of Parliament Local Area Development Scheme (MPLADS) | ESO is the Nodal Agency for this scheme. It is responsible for supervision, coordination and monitoring of the scheme. It maintains liaison with the Ministry of Statistics & Programme Implementation, Government of India and all the DCs in the state. |
| 20 | Twenty Point Programme | ESO is the Nodal Agency for this scheme. It is responsible for supervision, coordination and monitoring of the scheme. It maintains liaison with the Ministry of |

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| | | Statistics & Programme Implementation, Government of India and all the implementing departments in the State. |
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Key Functions of ESO

2.6 The broad functions of Economic & Statistical Organisation are:

- To advise the State Government on Economic and statistical matters for formulation of policies and plans.
- To coordinate statistical activities of various departments in the state.
- To collect, compile, analyse and interpret economic and Statistical data and act as data bank.
- To conduct analytical and evaluation studies and surveys
- To keep a proper liaison with the Central Statistical Organisation, Govt. of India and other State Statistical Bureaus of the country.
- To conduct training for ESO Staff. This is done by the training cell of this organization.

In addition, the ESO, Punjab is the nodal agency for handling the work of MPLADS and Twenty Point Programme (TPP). Besides, District level offices of ESO are also providing secretariat services to District Planning Committees apart from collection and compilation of primary as well as secondary data and its onward transmission to head office.

Activities of ESO

2.7 The key statistical activities of ESO are listed below and discussed in detail in the next Chapter 4:

- Estimation of State GSDP.
- Estimation of Gross Domestic Capital Formation.
- Estimation of District Domestic Product.
- Economic and Purpose Classification of State Budget.
- Compilation of Wholesale Price Index.
- Compilation of Consumer Price Indices.
- Estimating contribution of Local Bodies.

- Participation in NSS on matching basis.
- Compilation of IIP.
- Collection of data on housing, prices of building material and wages to construction labourers and Index of Building Construction Cost (BCCI).
- Statistics for Local Area Planning-Village Directories.

Other Statistical Activities of ESO

2.8 The other statistical activities of ESO are, among others:

- Economic Survey of Punjab State highlighting the important developments in different sectors of the State economy.
- Economic cum Functional Classification of Municipals Budgets in Punjab.
- Preparation of Municipal Year Book containing data in respect of municipal corporations and municipalities of the State.
- Conduct of annual Census of State Government and Semi-Govt. employees
- Conduct of Economic Census
- Evaluation studies
- Monitoring of MPLAD Scheme
- Monitoring of 20 Point Programme
- Compilation of Official Statistics
- Statistical Abstract of Punjab.
- Basic Statistics of Punjab.
- Farm Accounts of Punjab and Family Budgets of Selected Cultivators in Punjab.

Publications: Dissemination of Statistical Information

2.9 The ESO compiles and publishes statistics on various economic and social aspects of the State on the basis of data of its own activities as well as those of other Line Departments. The list of publications is given in the table below:

Table 2.2: Regular Publications of ESO

| SN | List of Publication | Periodicity | Latest Publication |
|-----------|---|----------------------|---------------------------|
| 1 | Statistical Abstract of Punjab | Annual | 2010 |
| 2 | Economic Survey of Punjab | Annual | 2010-11 |
| 3 | District-at-a Glance | Annual | 2009 |
| 4 | Village Directories; District-wise | Annual | 2008-09 |
| 5 | Block-at-a-glance; District-wise | Biannual | 2008-09 |
| 6 | Estimates of State Income of Punjab | Annual | 2008-09 |
| 7 | Estimates of Fixed Capital Formation of Punjab | Annual | 2006-07 |
| 8 | Critical Economic Indicators-Punjab V/S India | Annual | 2007-08 |
| 9 | Consumer Price Index Numbers for Working Class | Monthly | March-2010 |
| 10 | Whole Sale Price Bulletin | Monthly | March-2010 |
| 11 | Agricultural Labour Wages and Rural Retail Prices | Monthly | March-2010 |
| 12 | Economic and purpose Classification of the Budget of Punjab Govt. | Annual | 2009-10 |
| 13 | Economic and Functional Classification of Municipal Budgets in Punjab | Annual | 2008-09 |
| 14 | Statistics of Public Finance in Punjab | Annual | 2008-09 |
| 15 | Municipal Statistics of Punjab | Annual | 2008-09 |
| 16 | Census of Punjab Government Employees and Semi-Government Employees | Annual | As on 31.3.08 |
| 17 | Energy Statistics of Punjab | Annual | 2006-07 |
| 18 | Farm Accounts in Punjab | Annual | 2008-09 |
| 19 | Family Budgets of Selected Cultivators in Punjab | Annual | 2007-08 |
| 20 | Industrial Statistics of Punjab (based on ASI data) | Annual | 2010 |
| 21 | Index of Industrial Production | Annual | 2010 |
| 22 | Building Construction Cost Index (BCCI) | Annual/ Quarterly | 2010 |

Statistical Activities of Line departments

2.10 Besides ESO, Punjab, there are 33 line departments which are involved in statistical activities at their own levels with statistical and non-statistical staff. There is no common cadre in the State due to which ESO has no control over the statistical activities of these departments.

Line Departments relating to 20-Key Statistical Activities (KSA)

2.11 Out of total 33 line departments following 15 departments are responsible for statistical activities related to Key Statistical Activities:

Table-2.3 Line Departments and their Key Statistical Activity

| SN | Department | Key Statistical Activity |
|----|----------------------------------|--|
| 1 | Finance | Data on Major Fiscal Variables |
| 2 | Agriculture | Crop Area and Production Statistics |
| 3 | Land Records | |
| 4 | Health & Family Welfare | Health, Morbidity, Mortality and Family Welfare Statistics Birth and Death Registration Statistics and Population |
| 5 | DPI (Sec. Education) | <i>Education and Literacy Statistics:</i> |
| | | Statistics on Educational Institutions |
| | | School Enrolment Data |
| 6 | Labour | <i>Labour and Employment Statistics:</i> Labour Statistics |
| 7 | Employment Generation & Training | Employment Statistics |
| 8 | Pb. State Power Corp. Ltd. | Electricity Production and Distribution Statistics |
| 9 | Forest | <i>Environment and Forestry Statistics:</i> |
| | | Forestry Statistics |
| 10 | Water Supply & Sanitation | Water Supply and Sanitation Statistics |
| 11 | Transport Commissioner | <i>Transport Statistics:</i> |
| | | Motor Vehicle Registration Statistics |
| 12 | Public Works Deptt.(B&R) | Road Statistics |
| 13 | Police | Traffic Accident Statistics |
| 14 | Transport Deptt. | Passenger Traffic Statistics |
| 15 | PEPSU Road Transport Corp. | |

Out of 15 key line departments relating to 20-KSA, 11 department have sanctioned statistical staff to perform the statistical work. But in 5 departments namely, Land Records, Water Supply and Sanitation, PWD (B&R), Police and PEPSU Road Transport Corporation there is no sanctioned statistical staff so, these departments perform their statistical activities with non-statistical staff.

Line departments not relating to 20-KSA

2.12 There are 18 line departments in the State which generate state specific important statistical data for its use at national and state level. Statistical activities of these departments are crucial for policy and decision makers at state level and for general public use. Out of these, there are 13 departments who have their statistical cell to produce data while 5 departments perform statistical activities with non-

statistical staff. Brief about the Statistical Cell/Statistical activities of these departments is as under:

Table-2.4 Line Departments not relating to 20-KSA and their Statistical Activities

| SN | Department | Statistical Cell/Statistical Activities of Department |
|----|----------------------------------|---|
| 1 | Rural Development and Panchayats | <ul style="list-style-type: none"> ▪ Department has following two Statistical Wings with 13 sanctioned posts: <ol style="list-style-type: none"> 1. Administrative Intelligence Unit (AIU). 2. Integrated Rural Development Monitoring Cell (IRDMC). ▪ Data being collected by department is as under: <ol style="list-style-type: none"> 1. Details of funds released under various plan and Non-Plan schemes and expenditure incurred-district wise (monthly). 2. Information regarding all Central Sponsored Schemes (CSS), viz, MGNREGA, SSY, IAY, DRDA, IWDP, IWMP and Special Projects etc. ▪ Reports are prepared and send to various State Govt. departments and Rural Development Ministry, GOI. ▪ Statistical Wing also evaluates the schemes. |
| 2 | Industries and Commerce | <ul style="list-style-type: none"> ▪ Department has following Statistical Units with 41 sanctioned posts: <ol style="list-style-type: none"> 1. Survey Section 2. Nucleus Cess ▪ Survey Section: This Section is engaged in the collection, analysis and interpretation of industrial statistics regarding large/medium and small scale industries. ▪ The main source of data is the Registration Form of SSI Registration. This information maintained by DIC in all districts and supplied to head office wherein it is compiled district/industry-wise. The data made available to State Government and other research quarters. ▪ Nucleus Cell: It is a Centrally Sponsored Scheme under which the data is collected through census/sample survey of small scale industries from time-to-time as per the direction of GOI. ▪ Annual Statistical Publications are as under: <ol style="list-style-type: none"> 1. Annual Administrative Report. 2. Directory of Large/Medium Industrial Units. 3. Annual Progress Reports of SSI. 4. Survey report of SSI Units. |
| 3 | Excise & Taxation | <ul style="list-style-type: none"> ▪ Department has a Statistical Wing with 5 sanctioned posts but all posts are vacant. ▪ Statistical Reports/Publications of Department are as Under: <ol style="list-style-type: none"> 1. Statistical Compendium (yearly) 2. Admn. Report (Early) 3. Commodity-wise analysis of VAT (yearly) 4. Monthly/Quarterly and yearly data of tax collection. 5. Year-wise pendency under all the Acts. |

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| 4 | Punjab State Council for Science & Technology | <ul style="list-style-type: none"> ▪ The council has an Environmental Information System (ENVIS) which has a bilingual website namely punevis.nic.in where data and information on various environmental aspects of State like air, water, land, solid waste, agriculture, biodiversity, energy, demography, climate, eco-friendly technologies, policies and legislation and environment education is uploaded. ▪ Besides, Council is regularly taking up numerous projects that require collecting of secondary data. ▪ All these data needs statistical analysis to find out data gaps and make it more appropriate for scientific application. ▪ A Statistical Data Analysis Cell is required to be set up in Council. |
| 5 | Punjab Khadi and village Industries Board | <ul style="list-style-type: none"> ▪ Board has a Statistical Cell with 1 sanctioned post. ▪ The data collected by Board contains information regarding units set up, units working, production value, sale value, employment generated, village covered. This data is quarterly and annually forward to KVIC, GOI and state Govt. ▪ From district level data is collected by district office and send to HQ and it is complied at HQ. ▪ KVIC, GOI annually aggregates the data of all States and prepare publication. |
| 6 | Scheduled Castes & Land Development Corporation | <ul style="list-style-type: none"> ▪ The Corporation has a Statistical unit with 2 sanctioned posts. ▪ The main statistical information collected is as under: <ol style="list-style-type: none"> 1. District/Scheme wise sanctioned/disbursed cases, targets and achievements. 2. Purpose-wise, caste-wise and Range-wise data. 3. Year-wise statistics of various schemes. |
| 7 | Punjab State Agricultural & Marketing Board (PSAMB) | <ul style="list-style-type: none"> ▪ Board has a Statistical Wing with 9 sanctioned posts and collects following data: <ol style="list-style-type: none"> 1. Sale and purchase of different agricultural commodities. 2. Arrival of different agricultural commodities. 3. Collection of market fee and RD Funds. 4. Rates of different Commodities. 5. Movement of agricultural produce through Inter State Check Barriers. 6. Data on other various aspects. |
| 8 | Horticulture | <ul style="list-style-type: none"> ▪ Department has a statistical Cell with 12 sanctioned posts. ▪ The department provide training inputs, planting material and guidance to farmers for raising orchards and technical support services. Floriculture, bee-keeping and bio-fertilizer are also popularised. ▪ For this purpose reliable village data is required. Department's Statistical system is handicapped due to lack of healthy statistical wing. ▪ At present meagre strength of statistical personnel working in deptt. belongs to Agriculural Deptt. |

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| 9 | Social Security and Women & Child Development | <ul style="list-style-type: none"> ▪ Deptt. has no Statistical Cell/staff but it is very much required. ▪ Following data is collected on Social Security Schemes: <ol style="list-style-type: none"> 1. No. of applications received, sanctioned, rejected, actual beneficiaries and death cases. 2. Amount required & disbursed. 3. Category/area/gender wise beneficiaries and amount disbursed to them. 4. Annual maintenance of data of beneficiaries. 5. Annual Administrative Report. 6. Report of Jan Shree Bima Yojana and Aam Admi Bima Yojana from 154 ICDS blocks (District wise). ▪ These reports are prepared quarterly and submitted to GoP and GoI. ▪ Monthly information of 15 significant indicators is required by GOI under ICDS Scheme. The main indicators are as under: <ol style="list-style-type: none"> 1. Total population of 0-6 years Child. 2. Total population of pregnant and lactating women. 3. No. of beneficiaries of 6 month to 6 years and 3-6 years Children, pregnant and lactating women. 4. No. of gender-wise beneficiaries (3-6 years) under Pre School Education. 5. No. of Live births, deaths 0-1 years and 1-5 years. 6. Classification of nutritional status of beneficiaries (Normal, Grade-I,II,III and IV and Children Weight) |
| 10 | Welfare of SCs/BCs | <ul style="list-style-type: none"> ▪ This department deals with welfare schemes relating to SCs/BCs. ▪ Department is required to maintain proper statistics of beneficiaries covered & to be covered & funds incurred & required under these schemes. ▪ Department has no statistical staff for maintaining these statistics. ▪ Department required statistical staff to perform these activities. |
| 11 | Dairy Development | <ul style="list-style-type: none"> ▪ Department has no Statistical Cell at present but wants to establish it at state and sub state level and required statistical staff for it. ▪ Department has already initiated a Herd Registration Programme. |
| 12 | Local Government | <ul style="list-style-type: none"> ▪ The department is required to collect data on income, expenditure, physical achievements like length of roads, length of drains, length of CC flooring, length of water supply etc. and availability of basic amenities in Municipalities. ▪ The data collected & compiled at regional offices is then required to be sent to HQ. But at HQ & sub-state level there is no statistical staff that can performs the various statistical operations. ▪ Presently the statistical work is being performed by the Accounts Branch officials of the department. ▪ Department requires statistical cell to be set up at State, Regional and Municipal Corporation level for which Statistical staff is required. |
| 13 | Animal Husbandry | <ul style="list-style-type: none"> ▪ Department has its big Statistical Wing with 117 sanctioned posts. The major activities are as under: <ol style="list-style-type: none"> 1. Monthly progress reports of all districts w.r.t. various animal husbandry activities. 2. Monthly progress reports from various livestock farms. 3. Monthly progress reports of Feed & Fodder section. ▪ Field staff of statistical wing helps to collect data from field. Various types of monthly, seasonal & annual reports are prepared, such as:- <ol style="list-style-type: none"> 1. Cattle Census Report. |

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| | | <ol style="list-style-type: none"> 2. Annual Reports. 3. Statistics at a glance. 4. Fodder Crop Survey. 5. Integrated Sample Survey annual Reports. 6. Other Reports. |
| 14 | Country & Town Planning | <ul style="list-style-type: none"> ▪ Department has Statistical Wing with 62 sanctioned posts. ▪ Department engages in preparation of Major Plans of various cities & towns for which data regarding various aspects is required, such as: <ol style="list-style-type: none"> 1. Physical Aspects (Land use). 2. Socio-economic including demography aspect. 3. Environment etc. ▪ The data w.r.t. physical aspect is gathered from satellite imageries which is now outsourced due to lack of infrastructure. ▪ Socio-economic data is collected by the staff comprising of Field Investigator and Area Investigators. This data is analysed by Area Investigators and Research Assistant manually. |
| 15 | Food Supply | <ul style="list-style-type: none"> ▪ The department has a statistical cell with 20 sanctioned posts. ▪ The main statistical outputs are as under: <ol style="list-style-type: none"> 1. Final figures of wheat and paddy. 2. Monthly information regarding number of ration cards prepared/cancelled. 3. Monthly information regarding number of Fair Price shops. 4. Quarterly information regarding Action Taken under clause 8 and 9 of the PDS control Order 2001. 5. Monthly stock position of wheat with state/its procurement agencies. 6. Monthly statement regarding availability of storage space with the state/its procurement agencies. ▪ The figures given by the field level officials are first sent to District headquarter and are further transmitted to Head office where these are compiled. |
| 16 | Co-operation | <ul style="list-style-type: none"> ▪ The statistical work is performed by the non-statistical staff. ▪ Following documents of the department are prepared annually: <ol style="list-style-type: none"> 1. Budget documents of the economic activities. 2. Annual Administrative Report. 3. R.B.I. Table of Nabard. 4. Annual figures speaking highlight of the cooperative department relating to working activities. ▪ The figures are collected from the primary level of the society. ▪ After collecting the data from the Joint Registrars, these figures are compiled at the level of Head Office. ▪ From this data as well as R.B.I. tables, the Administrative Report is prepared. |
| 17 | Fisheries Department | <ul style="list-style-type: none"> ▪ Department has a small Statistical Cell with 1 sanctioned post and collects monthly primary data on following aspects: <ol style="list-style-type: none"> 1. Old & new water area under fish culture. 2. Fish production in natural and man made water tanks. 3. Fish Seed Production. 4. No. of persons trained and loan provided. 5. Income generated from various fisheries resources. |

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| | | <ul style="list-style-type: none"> ▪ This data is compiled at head office and following main statistical reports are prepared: <ol style="list-style-type: none"> 1. Monthly reports regarding achievements/targets. 2. Annual "FAO Fisheries Statistics year Book" Report. 3. Conducting time-to-time surveys of Fisheries resources in State. 4. Annual Administrative Report. |
| 18 | Soil and Water Conservation | <ul style="list-style-type: none"> ▪ The department has Statistical Cell with 2 sanctioned posts and following Statistical Reports are prepared: <ol style="list-style-type: none"> 1. Monthly/quarterly/half-yearly/annual reports regarding achievements pertaining to various components vis-a-vis targets. Preparation of slides (PPTs of various reports for review during meeting conducted by State Govt./GOI). 2. Annual Action Plan for centrally sponsored schemes. 3. Annual Administrative Reports. ▪ The report at Sr. No. 1 is send to Agriculture Ministry, GOI. |

CHAPTER-3

ASSESSMENT OF CURRENT SYSTEM ON KEY STATISTICAL ACTIVITIES

The State Statistical System as a whole

The State statistical system consists of ESO, which functions as the nodal agency for all statistical matters of the State. In addition to it, other line departments have statistical cells manned by statistical personnel from the respective departments, with separate statistical cadres. At the district level, there are 22 District Statistical Offices manned by DESA and different line departments have their own statistical cells.

Scope and areas of improvement in the current State Statistical System

The State Statistical system of the State is characterized by the following:

- Voluminous data is collected from varied sources, collated and compiled, by different agencies, but not a lot of analysis is being done due to lack of IT and computing infrastructure and skills. There is need to understand the data, analyze and present the data to gain insights and feed into the decision making process;
- There is a need to enhance the data analysis, interpretation, presentation and dissemination skills. The statistical manpower suffers from lack of training and capacity building;
- The Statistical system below the State and district is quite weak to generate reliable, organized and disaggregated data for decentralized planning and local Governance;
- There is a need to improve the current infrastructure resources and facilities for better performance in the area of training of human resources;
- Existence of gaps in availability of required information;
- Time lag and delays in publication of results;
- Large and frequent revisions of published results;
- Gross discrepancies between official statistics from different sources;
- Occasional disagreement between tabulated summary results and publicly available basic data from which the summary has been produced; and
- Lack of transparency in statistical operations.

The present status of 20-Key Statistical Activities under ISSP is as under:

1. State Domestic Product

3.1.1 The State makes regular estimates of State Gross & Net Domestic Products at current and constant prices and related aggregates like Net Domestic Product per capita, sectoral composition of GSDP etc. The responsible agency for estimation of State Income is ESO. Principal outputs generated are:

- i) GSDP by economic activity at current prices;
- ii) GSDP by economic activity at constant (2004-2005) prices;
- iii) NSDP by economic activity at current prices;
- iv) NSDP by economic activity at constant (2004-2005) prices;
- v) Per capita income at current and constant prices;

The frequency of data collection is annual. In line with the national practice, estimates are released in four stages – Advance, Quick, Provisional and Final.

Methodology

3.1.2 The methodology adopted now for estimation of GSDP from various sectors is broadly on lines prescribed at the national level by the Central Statistical organisation (CSO). The estimates are based on the concept of income originating within the geographical boundaries of the State. Three approaches are being followed for the estimation of the SDP. These are:

1. Production approach- Agriculture, Livestock, Forestry, Fisheries, Mining, Manufacturing (Registered);
2. Expenditure approach- Construction, partly forest sector;
3. Income approach-all other sectors.

The time lag in dissemination of estimates of SDP is as follows:

- Quick Estimates – 12 Months
- Provisional Estimates – 24 Months
- Final Estimates – 36 Months

Statistical Returns used

3.1.3 Annual, non-statutory returns are used to collect the data. Some important offices from which data is collected are:

1. Directorate of Agriculture and Land Record Department: Crop area production, yield rates and crops and inputs;
2. Agricultural Marketing Committees: Prices of agricultural commodities;
3. Directorate of Animal Husbandry: Production of Livestock;
4. Principal Chief Conservator of Forests: Production and value of forest produce;
5. Commissioner of Fisheries: Production and prices of fish;
6. Local Bodies: Compensation to employees;
7. CSO: Supra-regional sectors, various norms, ratios
8. State Geologist, Punjab: Production and Prices of Minerals;
9. Directorate of Horticulture, Punjab;
10. Punjab State Electricity Board: Various data for culling out GUA & NUA for electricity sector;
11. State Government Budget: for public sector data in all sectors, all Boards & Corporations of the State for different sectors of the economy.
12. Other Central Ministries: Wholesale price indices, mineral production, etc.

Deficiencies in the estimation of SDP

3.1.4 The deficiencies in the estimation of SDP mainly arise due to the quality and coverage of the primary data that is used in the preparation of these estimates, as methodological issues are well settled and there are global standards on preparation of national accounts. The weaknesses in the SDP reflect the deficiencies in the statistical system of the state. The dependence on data is on large number of autonomous source agencies, as the statistical system is decentralised. The decentralised nature of the statistical system is one of the reasons for the source agencies not appreciating the requirements of state income for additional data/coverage. Further, in a regionally diverse

economy, data gaps are bound to be large, as collection of quality data requires large samples, which is expensive. This is the reason for not having annual surveys on many areas/topics like the unorganised segment and labour force in the state and in the country. Also, administrative data is the basic source in many key economic activities, e.g. agriculture, forestry, electricity and services. The agencies responsible for implementing various schemes also are producers of data. It is difficult to expect unbiased and quality data from the same sources, which also implement schemes.

3.1.5 The drawbacks in SDP estimation are mainly (a) data gaps in sectoral statistics, including quality aspects, and (b) absence of direct estimates in unorganised sector.

3.1.6 The process of compiling state income estimates is quite complex and requires large scale detailed data from source agencies. Among the three institutional sectors (namely, public sector, private corporate sector and private unorganized sector), the SDP estimates relating to the public sector are considered most reliable as they are based on budget documents and annual reports of public enterprises, although major data gaps remain in respect of local bodies and non-profit institutions exclusively serving the government.

3.1.7 For the rest of the economy, there are both data gaps as well as problems relating to the quality of data, as listed below:

Agriculture

- Seed rates of crops other than those covered in the cost of cultivation studies and fertilizer and pesticides consumption rates;
- Periodical updating of various rates/ratios and norms used in state income.
- Area under perennial crops like mango, which are on field and tank bunds, road and rail margins and private/public premises;

- Prices of crops listed in the Season and Crop Report for which prices are not collected;
- Yield estimates of crops listed in the Season and Crop Report, for which yield estimates are not available;

Animal Husbandry

- Estimates of consumption of roughages and concentrates (including composition) consumed by different categories of cattle;
- District level data on Estimates of production of meat products, poultry meat, estimates of fallen animals to be included ;
- Data on excreta of poultry and manure of Sheep/Goat along with prices;
- District wise production of goat milk, poultry meat and dung prices;
- The Animal Husbandry Dept. does not disseminate data through public domain;

Forests

- Information on inputs in forestry sector;
- Lack of district wise authentic information on forest products – major as well as minor;
- Data on unrecorded removal of forest produces for the domestic purpose and Agricultural purpose;
- District wise area and Value on Trees outside Forest;
- The cattle dependence and grazing incidence;
- Forest areas, Block-wise / District-wise needs to be standardized.

Fisheries

- District-wise production and prices variety wise and grade wise are not being furnished by the Fisheries department.
- There is no systematic procedure in collection of prices of all varieties of fishes.

- The data on fishing equipments viz., Boats, Gill nuts, trailers etc., additionally procured during the year is not available for estimating GFCF.
- Periodical updating of various rates/ratios and norms for estimating fish sold in raw form, sun drying and salting;
- Reliable data on subsistence fish;

Industries

- ESO is not participating in ASI at the State level but is using ASI (NSSO-central sample) for estimation of State Income;
- Data on value of output, intermediate consumption, employment, factor incomes, inventories and capital expenditures in respect of unorganised sector;
- Data on private corporate sector is not available;
- Periodical updating of various rates/ratios and norms used in state income;
- ASI results are available after a time gap of (2-3) years. The results of ASI available are for the year 2008-09;
- The ASI frame is not properly updated at the Chief Inspector of Factories level;
- Non-response from some of the selected units is a common phenomenon;
- The sample indicated by CSO for the state is not adequately, representative to the State and Districts;
- Pooling of State and Central data is not taken up at present;
- Sharing of data (filled in Schedules) of Central is not available to the State for assessment of correctness of the data;
- Wide gap between ASI and IIP results for the same period;
- No proper mechanism for checking the data correctness;
- Lack of adequate statistical manpower and infrastructure;
- The mortality rate in selected units is very high;
- At present the bench mark estimates are moved by using the IIP growth rate of registered manufacturing sector only, due to non availability of separate index for MSME. This is not properly reflected in estimation of GSDP under un-registered manufacturing sector;

- Direct data on output of construction;
- The basic building materials prices is based on 1999-2000 bases;
- Fixtures & fittings need to be included in the cost of construction index;
- Estimated construction based on annual accounts of private corporate sector

Services

- Detailed income-expenditure data for households;
- Estimates of incomes and expenditures of non-profit institutions serving households;
- Current data on local bodies;
- NIC code wise yearly data on registration of vehicles is required from Transport authorities;
- The estimation of GSDP/DDP contributing from private part of water transport may also be estimated;
- The Prices section estimates the house rent Index for Urban area and the house rent Index for Rural area may also be needed for compile of the state income;
- Representative sample size may be designed in NSSO surveys for estimating workforce and GVAPW of cable operators, private communications, coaching and tuition, washing and cleaning of textile and fur products, Custom Tailoring, which is contributing more in sub-sector of other services;
- Data on private part of Hotel and restaurant occupancy.

Suggestions for Improvement

3.1.8 The improvements made in the source data under the SSSP (that is in the respective subjects, like agriculture, industry, services, etc.) will have a direct bearing on the quality of SDP data. The above mentioned data gaps need to be addressed while preparing strategic plan for strengthening statistics in the respective subjects.

3.1.9 The following sector wise specific suggestions may be considered for improving the SDP.

1. Agriculture

3.1.10 There is a need for regular updating of various rates and ratios used in the state income estimates, although, they account for only about ten per cent of SDP. These rates and ratios used in the compilation of state income are updated usually at the time of revision of base years of SDP series. However, these need to be monitored. It is, therefore, recommended that periodic small sample type studies, which are also cost effective, may be conducted for regular updating of these rates and ratios.

2. Horticultural Crops

3.1.11 Due to absence of quality data on area and production of horticultural crops, estimates of SDP for this important crop-group suffer qualitatively. It is suggested that a one-time horticulture census may be conducted to provide a set of benchmark estimates for horticultural crops.

3. Industry

3.1.12 For the industry sector of the economy, there is little current data, except for the public sector part and for the registered manufacturing sector (though time-lag is huge). In the absence of such information on annual basis, the quality of SDP and district income estimates suffers enormously. At present, the important sources of information (for sectors other than agriculture), broadly are:

- (1) Annual Survey of Industries (ASI) – **It is recommended that ESO participates in ASI immediately;**
- (2) Budget documents of central and state governments;
- (3) Annual reports of public sector undertakings;
- (4) private corporate sector statistics compiled by the Reserve Bank of India (RBI) at national level; and
- (5) Unorganised sector statistics collected through the enterprise surveys

(these surveys cover all non-public, non-ASI enterprises) conducted by the CSO, DC (MSME) and the NSSO.

The data is available through these sources annually with varying time lags for (1) to (4), and through periodical benchmark surveys in the case of (5).

3.1.13 The surveys on enterprises are conducted with annual reference period and except for the organised manufacturing sector, the sectors get covered only once in 5 years. During this long interval of time, there is no indication of the performance of the unorganised segment of the economy, which is considered to be growing in importance, relative to the organised sector. Therefore, estimates of unorganised segments of the economic activities for years other than the benchmark year are based on proxy physical indicators. This has resulted in estimating GSDP for these segments through indirect procedures.

4. Business Register

3.1.14 A good statistical system must have a business register of enterprises/establishments in the State which can be used as a sampling frame for conducting sample surveys on enterprises. The Business Register at state level can be easily prepared by amalgamating the units registered with the Employees Provident Fund Organisation (EPFO), State Directorate of Industries and Commerce Department (or the District Industries Centres), State finance authorities, and the Central Board of Excise and Customs (CBEC). Once a business register is prepared, which will have the list of units located in the State by industry (3-digit NIC to begin with) by employment size and complete address. After preparation of first business register, it is essential that units need to be physically verified to update the information on address, industrial activity and employment size. Thereafter, the business register could be updated once every year. For carrying out monthly, quarterly or annual enterprise surveys, the frame can be used to select units to be sampled. The employment size will determine the selection of units in the sample surveys.

Generally, larger units are always included in the survey and smaller units on sampling basis.

5. Manufacturing Sector

Organised Part

3.1.15 Presently the estimates of SDP are based on the annual survey of industries (ASI), which is conducted by the CSO. There are, however, certain problems in using the data of ASI at industry group and state/district level, mainly on account of small sample size at this level, non-response factor, timely updation of frame by the Chief Inspector of Factories, and the present time lag of about three years in the release of estimates. One alternative to improving the database on registered manufacturing is to tabulate the ASI schedules in the ESO itself, after collecting data from the residual units (that is those not covered by the NSSO) in the frame provided by the Chief Inspector of Factories. The ESO may collect copies of the filled in schedules directly from the FOD of the NSSO located in the States and add the schedules of residual units canvassed by the ESO and thereafter carry out the data entry and tabulation work in the ESO itself. This will enormously improve the quality of ASI results at state and even at district level, besides completely eliminating the time-lag in the availability of data.

3.1.16 For this segment (although the coverage of enterprises may be different owing to different definitions), an alternative data base exists with the Central Board of Excise and Customs (CBEC). The advantages of the CBEC data base are that the non-response factor is nil, frame is constantly updated, data is available at district level and information can be obtained without actually doing an independent survey. It is, therefore, recommended that the ESO may consider collaborating with the Central Board of Excise and Customs (CBEC) for estimating the total value of output and inputs, for the organized manufacturing sector (definition of organized manufacturing sector will have to be changed to the enterprises covered under the Central Excise). This would enable the ESO to obtain timely and reliable data at both state

and district level and also at detailed industry-group level, on complete census basis.

3.1.17 A third alternative could be to look at the tax data available in the State. If the State Finance Department can provide data on taxes collected, together with average tax rates, industry-wise, this can provide current data on the performance of manufacturing and services sector.

3.1.18 The following are the suggestions for improve the quality of ASI results to overcome the data gaps in Manufacturing Registered:

- Updating of Frame on annual basis at Director of Factories level.
- Census of all units in the frame in the base year. For subsequent years 100 and above employees' units census and balance units 20% coverage every year.
- Schedule should be revised/simplified covering the required parameters, i.e., Input, Output, depreciation, Employment, Salaries & Wages, Assets and liabilities, Inventories etc.
- This proforma should be canvassed by industries/statistics department staff on sharing basis.
- The data shall be obtained in electronic format wherever possible.
- First stage data entry at district level processing at state level. Required software to be developed.

3.1.18 The Business Registers will be prepared and maintained at District level and this activity will be covered under grant of 13th Finance Commission.

6. Index of Industrial Production

3.1.19 The ASI is the only source of data on industrial activity used in the state, but this is annual, and the time lag is enormous and there are questions about the quality of data at state level. Therefore, to track the performance of state economy, short-term economic indicators, such as the IIP are needed to be compiled. The development and maintenance of an IIP, would lead to an enormous improvement in the SDP estimates. The IIP could be used to prepare the Advance

and Quick Estimates of SDP and would also act as a cross-check to the ASI results.

3.1.20 For the purpose of preparing the IIP, ESO may consider either of the options, (i) use the business register to select a panel of units from which production data by commodity, needs to be obtained every month, (ii) use the database of Central Excise authorities, who collect monthly data on production of commodities (in which case no separate survey will be required), (iii) use the State Finance department's tax data, if available industry-wise tax collections and rates of tax. The weights for different industry/commodity groups at state level could be taken from either the ASI results or from the SDP worksheets.

3.1.21 The following are the suggestions to improve the quality of IIP, in order to overcome the data gaps in Manufacturing Registered and Un-registered sectors:

a) **Manufacturing - Registered:**

- Factories to be selected from the base year frame to be made available in the Business Register / by Director of Factories, sample units selection will be at three digit level and certain percentage of units from top listed units in each NIC group (with a cut-off on employment size);
- Data to be collected from all selected units on production (quantity and value) and employment every month;
- The Industries/statistics departments should collect Monthly production;
- Data from the selected units and forward to the DES;
- The data may be obtained in electronic format wherever possible;
- Production data to be collected from all selected units in the first fortnight of the subsequent month.
- DES should release the IIP by the end of the following month.

b) **Manufacturing-Unregistered:**

- IIP on MSME 2m(i) & 2m(ii) units (not covered under ASI), to be

selected from the frame of the top units available in the Business Register at Commissioner of Industries at three digit level

- Three Digit level NIC group top production units have to be identified from MSME units. The production data in terms of quantities, total value of output of the unit and employment to be collected every month from each selected unit.
- The data shall be obtained in electronic format wherever possible.
- Data to be collected from all selected units in the first fortnight of the subsequent month.
- The Industries/statistics departments should collect Monthly production Data from the selected units and forward to the ESO.

The following additional suggestions may be considered for improving the SDP of industries sector:

- The base year 1999-2000 building materials prices provided by Demography (Housing Statistics) section needs to be updated;
- The CSO has included Fixtures & Fittings also under basic materials for construction CCI in the new series 2004-05, which may also be included under the basic building material prices by ESO;
- Residual GVA part under construction sector at present is provided by the CSO, for estimating GVA from private corporate sector, the annual accounts of private corporate sector from the list provided by the Registrar of Companies, may be obtained and analysed;

7. Services

Organised Part

3.1.22 Presently, there is no direct data on the organized part of the services sectors. The 5-yearly benchmark surveys conducted by the CSO/NSSO are the only source of data for the entire non-public sector segment of services sectors. Although corporate sector statistics are compiled and released by the RBI, these at best give only national level estimates, due to the sample size of these studies being quite small. At state level, the estimates are not considered scientific

even at aggregate level, much less at the sectoral level.

3.1.23 The companies registered under the Companies Act, have to mandatory file their annual balance sheets with the Regional Registrar of Companies. Also a frame of all companies registered under this Act in the State would be available with the Regional Registrar of Companies. The Ministry of Corporate Affairs (MCA) has now made it mandatory for companies to file annual accounts electronically under their MCA 21 programme. It is possible that data on corporate sector may be available at state level in the near future.

3.1.24 An alternative to filling up this data gap is for the ESO to launch quarterly/annual enterprise surveys on service sectors, using the frame available from the Business register. For each industry group, the ESO may select the top-most units (in terms of employment) and collect from them every quarter/annually, data on turnover, employment, wages, investment and inventories. These data could be used to track the organised services sector, on the lines of IIP, and will also be useful to compile an index of service production. Yet another alternative is to use the sales tax/vat data available industry-wise.

8. Unorganised Manufacturing and Services Sectors

3.1.25 Firstly, the data available from the NSSO on these is sketchy at state/district level and mostly unusable. In order to improve the usability of data from these surveys, and generating more efficient estimates at detailed industry-group level and also at district level, the ESO must resort to pooling the central and state samples. It is essential that the data entry, tabulation and processing is done in ESO after collecting copies of filled-in NSSO schedules from the NSSO regional offices located in the state.

3.1.26 While using the benchmark 5-yearly surveys for base year estimates, it may be necessary to have some annual indicators to measure the performance of economic activities during the year. For this purpose, a fixed sub-sample of the benchmark sample (such a recommendation was also made

by the Regional Accounts Committee) may be drawn in order to collect information on about five items, namely, employment, production/total receipts, salaries and wages, capital expenditure and changes in stocks. Such panel sample would provide growth rates to extrapolate the benchmark estimates. However, while using panel sample, correction factors for the births and deaths of enterprises in the state, need to be applied on the growth rates derived from the fixed sample surveys. Whereas, the assumption of proportion of deaths of enterprises in the sample is the same as that in the population can be reasonably valid, the correction factor for births of enterprises could be arrived at on the basis of units (for any segment of the enterprises (for example the larger enterprises) for which such information is available) commencing economic activity in the state, from the concerned regulatory agencies, like the State Director of Industries or the tax authorities.

9. Public Sector

3.1.27 In the estimation of SDP and district income, the most complete data base available is on public sector, due to the availability of budget documents and annual reports of government undertakings. The weakness in the public sector statistics, however, relates to lack of complete data on the local bodies in the State and on autonomous government institutions. There are large number of local bodies in the state and since they get grants from the state budget and also generate their own resources (for example, Municipalities), it is necessary that their budgets/accounts are analysed and expenditures are properly accounted for in the SDP estimates. Currently the estimates of local bodies are prepared on the basis of annual data collected from them. It is recommended that the local bodies budgets may be analysed through the District Statistical Offices. Appropriate inclusion of local bodies' expenditures in the state accounts will show a correct picture of the public sector component in both income and capital formation estimates.

3.1.28 The accounts of rural and urban Local Bodies shall be prepared and

maintained at District level and this activity will be covered under grant of 13th Finance Commission.

10. Employment

3.1.29 The GSDP estimates of the sub-sectors viz., Agriculture , Forest and Logging (Fuel wood), Manufacturing Un-Registered, Trade, Hotels & Restaurants, Transport by other Means & Storage, Real Estate, Ownership of Dwellings & Business Services, Public Administration and Other Services are based on workforce and value added per worker, which are available from the Employment & Un-Employment and Enterprise surveys of NSSO.

3.1.30 Since the NSSO conducts these surveys once in five years, these results form the base year estimates, and for subsequent years growth observed between the last two surveys is used to extrapolate the base year estimates. As such the growth rate is constant in all the years, though the scale of employment changes in the economic activity of the state. For reliable GSDP and DDP estimates in the sectors mentioned above the data on the changes of Employment and Un-Employment and number of Enterprises are required on annual basis as these sectors are contributing the considerable GVA percentage in the state income.

3.1.31 The Labour Bureau has been conducting Quick Employment Surveys in the selected sectors of the economy to estimate the changes in the employment on quarterly basis with small sample size by engaging contract workers in selected districts only. These results may not be adequate for estimation of workforce and value added per worker at district level for reliable estimates of GDDP.

3.1.32 The District Domestic Product estimate needs the district-wise workforce at four digit level and value added per worker by conducting the survey on Employment & Un- Employment and number of Enterprises on annual basis. It may be proposed to conduct the Employment and Un-Employment

Survey and Enterprise survey on annual basis by taking a representative sample in all the districts for estimating workforce at four digit level and value added per worker by involving the existing the departmental field staff.

11. Strengthening of NSS results for reliable service sector GSDP estimates

3.1.33 The 5-yearly benchmark surveys conducted by the NSSO in respect of unorganized/house hold sector of the economy give inconsistent results in compilation of state income of services sector. The workforce and GVAPW of State NSS survey results are not being used in the estimation of GSDP, either independently or pooling with NSSO survey results, as the results are not released in time.

3.1.34 To overcome the inconsistencies in the results of NSSO the following steps may be taken:

- The State sample data shall be processed regularly within a reasonable time after completion of fieldwork Statistical Tables of every round should be released within a year after completion of the each round. Copies of filled in schedules of central samples may be procured from the FOD offices located in the state directly and may be used in the data process.
- Attempts should be made to obtain and utilize pooled estimates by combining Central and State samples to arrive at consistent results and state sample size may also be enhanced so as to arrive at reliable results in respect of services sectors.
- The above procedures should enable in generating district level reports in every round, for use in the estimation of District Domestic Product.
- The State NSS division may be strengthened on the lines of NSSO.

12. Other compilations

GSDP/NSDP by organized and unorganized

3.1.35 The CSO prepares estimates of NDP by organized and unorganized sectors by using the following definition for organized sector:

- 1) **Agriculture** - government irrigation system, non-departmental public enterprises and crop production in plantation crops of tea, coffee and rubber covered in private corporate sector.
- 2) **Forestry** - recorded production of industrial and fuel wood, as reported by the State Forest Departments.
- 3) **Fishing** - non departmental enterprises (public undertakings).
- 4) **Mining & quarrying** - major minerals.
- 5) **Manufacturing** - registered factories covered under Factory Act (largely, those employing 10 or more workers).
- 6) **Electricity, gas and water supply** - total activity of electricity, public sector part of gas and water supply.
- 7) **Construction** - construction works in the public sector and private corporate sector (Joint Stock Companies).
- 8) **Trade, hotels & restaurants** - public and private corporate sector and cooperatives.
- 9) **Railways** - Total activity.
- 10) **Transport by other means** - public sector, private shipping companies, private airlines and road transport covered under the private corporate sector.
- 11) **Storage** - warehousing corporation in public sector, cold storages covered under Factory Act.
- 12) **Communication** - public sector and companies covered under the private corporate sector.
- 13) **Banking and insurance** - total activity except the commission agents attached to life Insurance Corporation of India and unorganised non-banking financial undertakings including professional moneylenders and pawn brokers.

14) Real estate, ownership of dwellings and business services - real estate and business services companies in the private corporate sector and public sector.

15) Public administration and defence - Total activity.

16) Other services - public and private corporate sector medical, sanitary services, TV and radio broadcasting and other services and public and recognised educational institutions in the private sector.

3.1.36 The GSDP estimates by organized and unorganized segments, using the above definitions may be prepared on par with CSO. There are broadly three approaches through which this information can be built up, (i) using direct data that is available in the worksheets used to compile GSDP data, in which estimates are prepared separately for organized sector and unorganized sector, (ii) using workforce data available separately on organized and unorganized segments, and (iii) where the above procedures are not possible, use all-India ratios of organized/unorganized in the NDP.

13. GSDP/NSDP by Rural and Urban

3.1.37 The CSO prepares estimates of NDP and per capita income by rural and urban areas for the base years of national accounts series. These estimates are prepared using the data available from the Annual Survey of Industries, Enterprise Surveys and Workforce estimates.

3.1.38 The GSDP/NSDP/per capita income estimates by rural and urban areas, for the base years of state income series may be prepared as per the methodology provided by CSO. The ASI results and enterprise survey results broadly provide the break-up of value added between rural and urban areas.

14. GSDP at market prices

3.1.39 The CSO prepares estimates of GDP at market prices as sum of GDP at factor cost and net indirect taxes (indirect taxes *minus* subsidies). The GDP at market prices is used as denominator for obtaining various rates (such

as rate of saving, rate of capital formation, fiscal deficit, revenue deficit, current account balance, tax collections, government expenditures on social sector, etc.).

3.1.40 The GSDP estimates at market prices, as currently the estimates compiled relate only to factor cost may be prepared on the lines of CSO. The net indirect taxes at state level broadly comprise, (i) state indirect taxes and subsidies, (ii) central indirect taxes and subsidies applicable on commodities transacted in the State. The State can compile this data, either using the all India ratios (between factor cost and market prices) or adding the net state indirect taxes and net central indirect taxes from the state. For the net central indirect taxes from the state, if this information is not available, all-India ratios could be utilized.

15. GSDP by income aggregates

3.1.41 The CSO compiles NDP estimates by income approach (only at current prices). This gives a break up of NDP estimates by compensation of employees and operating surplus and also by organized and unorganized sectors. While the CSO compiles estimates of compensation of employees, more or less the operating surplus data is derived as residual, from the NDP available from the production side.

3.1.42 The data sources are cost of cultivation studies for the agriculture, NDCU's reports for forestry, fishing, mining, ASI for manufacturing, enterprise surveys for unorganized manufacturing and services, budget documents for government administration and DCU part, and NDCU reports for public enterprises.

3.1.43 Using some of these data sources, the States too can compile NSDP data by income aggregates. Wherever it is not possible to compile such estimates due to data non-availability, the all-India ratios could be used.

16. Private Final Consumption Expenditure (PFCE)

3.1.44 The CSO prepares the PFCE estimates broadly following the commodity flow approach, i.e. by using the production side estimates of total output, and out of which how much is available for consumption by household and non-profit institutions serving households (NPISH). The CSO's estimates of PFCE differ from the NSS household consumption expenditure data, as the CSO's PFCE includes NPISHs, whereas the NSS data covers only households. Also, the CSO estimates are indirectly compiled, while the NSS are through direct household enquiries.

3.1.45 The NSS data on consumption expenditure is available state-wise and commodity-wise. These item-wise per capita consumption data at state level multiplied with population census data in respect of the state, provides the household consumption expenditure data for the state. For the PFCE estimates at state level, the ratios of NSS consumption expenditure in the State to that of all-India at item level may be applied on all-India PFCE estimates. The PFCE estimates so obtained are at market prices, as purchases for consumption are always at market prices.

17. Dissemination Practices

3.1.46 At the national level, the national accounts data is disseminated according to a pre-announced advance release calendar. This ensures transparency and timely availability of statistics to a wide range of users. It is, therefore, recommended that DES should bring out an advance release calendar for their major releases of state advance estimates, quick estimates, provisional estimates, etc. The following Release Calendar is suggested for the release of annual GSDP estimates.

| Release of GSDP estimates | Date of Release |
|---|------------------------|
| Advance Estimates | 15 February |
| Updated Advance Estimates | 6 June |
| Quick estimates and revision of previous year estimates | 15 February |

18. Non-Profitable Organisations (NPIs)

3.1.47 Non-profit institutions are legal or social entities created for the purpose of producing goods and services whose status does not permit them to be a source of income, profit or other financial gain for the units that establish, control or finance them. In practice, their productive activities are bound to generate either surpluses or deficits, but any surpluses they happen to make cannot be appropriated by other institutional units.

3.1.48 NPIs constitute a significant and growing economic presence in countries throughout the world, accounting for 7 to 10 per cent of non-agricultural employment in many developed countries and considerable share of the employed labour force in developing countries as well.

3.1.49 In view of this, it is proposed to update the existing NPIs frame and various studies to be taken up for estimation of their contribution to GSDP and GFCF.

2. Gross Fixed Capital Formation and Savings

Capital Formation

3.2.1 Gross capital formation (GCF) refers to the aggregate of gross additions to fixed assets (i.e., fixed capital formation) and change in stocks during the accounting period. Fixed assets comprise construction and machinery and equipment and are tangible or intangible assets produced as outputs from processes of production that are themselves used repeatedly or continuously in other process of production for more than one year.

3.2.2 Gross capital formation can be broadly classified into (i) Gross fixed capital formation (GFCF) and (ii) changes in stocks of raw materials, semi-finished and finished goods.

3.2.3 At state level, it is possible to compile estimates of GFCF only, rather than compilation of estimates of gross capital formation (GCF), as estimation of change in inventories is not conceptually viable or feasible at the state level because of the open boundaries of the states. The problem is mainly on account of non-availability of data on good and services transacted across the state boundaries. Therefore, the recommendation on compilation of capital formation estimates at state level is (i) gross capital formation for public sector, and (ii) Gross fixed capital formation by industry for both public and private sectors.

Present Position

3.2.4 ESO has been preparing the estimates of Capital Formation on annual basis. These estimates are prepared at current and constant prices both for public and private sectors of the economy. These estimates are also prepared asset-wise, institution-wise and by industry of use for the state as a whole. Besides this, ESO is also making attempts to prepare the estimates of consumption of fixed Capital formation for each sector of the economy with the guidelines provided by Central Statistical Organization, Govt. of India.

Output generated

3.2.5 Estimates of Gross State Domestic Capital Formation (GSDCF) and Gross Fixed Capital Formation(GFCF) pertaining to the public and private sectors, covering the following, are prepared annually:

- i) Gross State Domestic Capital Formation in State Government and Central Government and its departmental enterprises.
- ii) Gross State Domestic Capital Formation in Non-departmental Commercial Undertakings of State Government (NDCUs) and Central Govt.
- iii) Gross State Domestic Capital Formation in Local Bodies.

Time lag in release of data

3.2.6 The time lag in release of data is about 36 months. It is due to acute shortage of staff. There is no separate staff for this work.

Sources of Data

3.2.7 Sources of data are:

(i) State Government Departments and Departmental Undertakings: The sources of data are the Budget documents of the State Government (covering the administrative departments and their departmental enterprises). Capital expenditure data analysed to estimate GFCF by industry of use (industrial classification) and type of assets (construction and machinery and equipment). Construction assets are further classified as buildings, roads and bridges, other construction.

(ii) Non-Departmental Commercial Undertakings: These comprise (a) Government Companies in which not less than 51 per cent of the paid up Capital is held by Government and subsidiaries of Government companies, and (b) statutory corporations, boards/ corporations engaged in infrastructure development are kept out of the purview. The sources of data for estimating GFCF from NDCUs are the annual reports/ accounts of the concerned Boards/ Corporation. Data given in the scheduled of fixed assets have been used to prepare estimates of GFCF.

(iii) Local Bodies: Data for Municipalities / Corporations is culled out from Municipal Budget. Data is also collected directly from Panchayat Samities, Improvement Trust, Zila Parishad Cantonment Board, Gram Panchayats and Market Committees.

(iv) Agriculture Sector - As regards public sector, the data is collected from Punjab's State Tube well Corporation and is also culled out from the State Govt. Budget. For private sector, the major source of information on fixed Capital Formation is the All India Debt and Investment survey of 1991-92. Following items are covered (i) Reclamation of Land and Bunding (ii) Orchards and plantation (iii) Wells (iv) Other irrigation resources (v) Agricultural implements (vi) Farm houses and (viii) others. These items are used as benchmark estimates and for other years, estimates are worked out by carrying forward these benchmark estimates with the help of suitable indicators such as additional area under reclamation of land and bonding and other land improvement works etc. These estimates are arrived at Constant prices. To arrive at current prices estimates (i) Cost of Construction Index (ii) Machinery and Transport equipment Index and (iii) Wholesale price Index of the relevant items are super imposed.

(v) Livestock Sub-Sector: The estimates for livestock are prepared on the basis of annual additions to relevant livestock categories multiplied by their respective prices. The annual additional to livestock categories is worked out by using geometric rate of growth and prices of livestock collected through.

Methodology

3.2.8 Sector-wise methodology is as under:

1. Forestry and Logging-The estimates are prepared for public and private sectors separately. For public sector data is culled out from State Govt. Budget. For estimation of Capital Formation in private Sector, data from the survey Estimates of Gross Fixed Capital Formation in respect of "Private Tree plantation in Punjab 1979-80 to 1983-84" conducted by the Economic and Statistical Organization, Punjab in the year 1984 has been used. For subsequent years, benchmark estimates have been moved forward with the help of the total number of plants supplied by the

Forest Department to the private growers during these years. The estimates, thus, arrived at give results at constant prices. The All India Wholesale Price Index for wood products has been super imposed to arrive at the estimates at current prices.

2. Fishing Sector- For public sector the expenditure incurred by the State Govt. on fisheries is culled out from State Govt. Budget. For private fisheries, a survey regarding expenditure incurred by private fish farms during the years 1979-80 to 1983-84 was conducted by this organization. The estimates of Capital Formation for these years were prepared on the basis of the results of this survey report. The estimates for the later years have been worked out by carrying forward the benchmark estimates with the help of an indicator, i.e. "Area under the fish Ponds" supplied by Fisheries Deptt. Punjab. The estimates so arrived at by using the above indicator are at constant prices. Construction cost index is super imposed to arrive at current prices estimates.

3. Mining & Quarrying -There is no major mineral in Punjab. For the preparation of estimates of Capital Formation for minor minerals, a survey of private contractors was conducted in 1988-89 by this Department. According to that survey, the estimate of Capital Formation for that year was only Rs. 0.33 Lac. The estimates for the later years are worked out by moving forward these benchmark estimates with the help of Gross State Domestic Product from this sector. The estimates at constant prices are prepared by deflating the current prices estimates with the Index of plant and machinery.

4. Manufacturing Sector -Estimates for this sector are prepared separately for registered and un registered manufacturing. The registered sector covers all organized manufacturing and processing establishments. Estimates are prepared separately for public and private sectors. Public part covers the departmental enterprises and non-departmental enterprises of the State Govt. For the private part of registered sector data is culled out from the A.S.I. schedules.

Un-registered manufacturing sub-sector covered all manufacturing and processing activities which were not registered under the Indian Factories Act, 1948. The data was taken from the enterprises survey 1994-95 estimates at constant prices are

prepared by using cost of construction index, machinery and transport equipment Index and wholesale price Index.

5. Construction Sector -The Capital Formation in the construction sector comprises of net additions to machinery and equipment tools of construction enterprises. Any new construction expenditure in the form of office building etc of these enterprises is also included. This sector is divided into public and private. Public sector covers the Central Public Works Deptt. (CPWD), Public Works Deptt (PWD) and the Punjab State Land Development and Reclamation Corporation. The data of CPWD is collected directly from three divisional offices located at Jalandhar, Ludhiana and Madhopur. In case of PWD, the relevant information is culled out from the State Govt. Budget documents and the information about the Punjab State Land Development Corporation is culled out from the annual accounts.

For the private sector, the estimates have been prepared on the basis of results of a sample survey conducted by ESO for the year 1981 – 82 to 1985-86. For subsequent years, estimates are calculated on the basis of compound growth rate. In order to work out the estimates at constant prices the Index of Machinery and Equipment, Transport equipment and wholesale price Index is used.

6. Electricity, Gas and Water Supply Sector- For the electricity sub-sector, data is culled out from Annual statement of Accounts of the PSEB. For the water sub-sector data have been taken from State Govt. Budget of Municipalities and Municipal Corporations. Estimates at constant prices are prepared on the basis of Index of Machinery equipment, Transport equipment and wholesale price Index.

7. Transport Storage & Communication -This sector covers economic activities relating to rail and road, mechanized and non-mechanized passenger and goods, transport and services incidental to transport storage and ware-housing and communication services etc.

Transport sector is further divided into public and private sub-sectors. Public sector covers Railways, Punjab Roadways and PEPSU Road Transport Corporation. Railway is a Supra regional sector, estimates are being prepared and supplied by Central

Statistical Organization. For Punjab Roadways data is obtained from the Punjab Govt. Budget & PEPSU Road Transport Corp. from its annual balance sheet.

Private sector is also divided into organized and un-organized sector. Organized sector covers bus companies, the information for which is collected by DESA of each district. The number of registered buses, trucks, taxies and canters are obtained from the State Transport Deptt and their prices are collected from Punjab Ex-servicemen Corp. The estimates of Capital Formation are worked out with the help of ratio of Gross State Domestic Product in the organized/ mechanized and non-mechanized private transport.

Storage & Warehousing also consists of public and private sector, Public sector includes Central Ware Housing and Punjab State warehousing Corp. Information for these corporations is collected from their balance sheets. Private sector covers private cold storage, cooperative cold storage and warehousing. Data are obtained through their department. Communication is a supra regional sector for which the estimates are prepared and supplied by Central Statistical Organization.

8. Trade Hotels & Restaurants -This sector is divided into public and private part. Public part is prepared by culling out the data from the annual accounts of Central and State Govt. Corporations. Private part is divided into private hotels and restaurants, private trade and other private trade including L.P.G. For the first and second part, the results of the enterprise survey 1990-91 and 1993-94 are used. The estimates of the later years are worked out by moving forward these benchmark estimates with the help of index of these hotels and restaurants and the number of shops and commercial undertakings. These estimates at current prices are worked out by super imposing wholesale price index based on 1993-94.

For other private trade L.P.G. requisite information is obtained from the dealers through the District Statistical Agencies and for Markfed from their balance sheet. Information is also collected and compiled from Central Cooperative Stores and Non-credit Societies.

9. Banking and Insurance-Banking and insurance sector is supra regional sector for which the estimates are prepared by the Central Statistical Organizations.

10. Real Estate, Ownership of Dwellings and business services -This sector consists of two separate sub-sectors, viz (i) Ownership of Dwelling (ii) Real Estate and Business Services. The estimates of GFCF in respect of ownership of dwelling are based on All India Debt and Investment Survey 1991-92. The benchmark figures are moved forward and backward with the help of annual additions in dwelling units to arrive at the estimate at constant prices. The building cost indices of Punjab State were applied in order to work out the estimates at current prices.

The estimates in respect of business services are prepared on the basis of data available in the report of enterprise survey 1991-92 issued by the Central Statistical Organization. The figures for the year 1991-92 were worked out as bench mark estimates. This benchmark estimate moved backward and forward in accordance with the method followed in the sub-sector relating to ownership of dwellings.

11. Public Administration-This sector is covered by the administration department of State Govt, Central Govt. and Local Authorities. To prepare the estimates of State Govt. sub-sector the data is taken from Govt. Budget. For the data of C.S. Scheme is taken from State Govt. budget. Local Authorities covers the data of municipalities and corporation which is collected form Public Finance branch of this department. The information of Cantonment Board and Improvement Trust, Market Committees, Panchayat Samities and Zila Parishad is supplied by E.S.A. each Distt. The data of Gram Panchayat is collected form Director, Rural Development and Panchayat Department.

To prepare the estimates at constant prices the estimates of current prices are deflated with index of construction cost, Plant and Machinery and Whole sale price index.

13.Other services Sector-This sector covers the educational services, medical and health services. It is comprises of the two sectors (a) Public Sector (b) Private Sector.

- a) **Public Sector** covers the (i) Departments of the State Govt. and Local Authorities (ii) Non-departmental enterprises of the State. As regards the departments of the State Govt. and Local Authorities such as education and Medical Health and Sanitation, the data is culled out from State Govt. Budget and Local Authorities Budgets. As regards the non-departmental enterprises of the State Govt. data has been taken from the annual balance sheets of concerned corporation.
- b) **Private Sector** - It covers:
- i. Recognized educational Services
 - ii. Aided Medical and Health Services
 - iii. Other un-organized services

The data of recognized educational institutions and recognized medical and Health services has been collected directly from the Districts, through Deputy E.S.A. at district level. Data for un-recognized education institutions the ratio 2.8% is used. For non-Govt. Medical and Health, community non commercial and cultural services, the results of enterprises survey report 1991-92 has been used as benchmark estimates. These results have been moved forward for other years with the help of gross fixed capital formation in public sector for the respective group. To prepare the estimates at constant (1993-94) prices the construction cost index, Plant and Machinery index and all commodity index is used.

Data flow

3.2.9 This is illustrated in the Chart below:

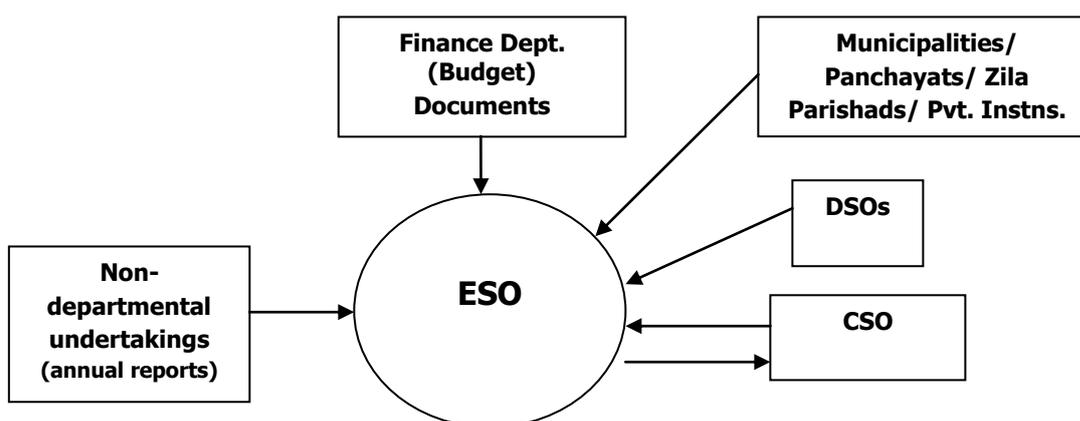


Chart - Data flow in estimation of gross state domestic capital formation

Deficiencies

General

3.2.10 Basic data in respect of GFCF in various sectors is available in a very crude form. The follow-up surveys of the enterprises do not provide data for actual addition to fixed assets. It provides the data only for gross assets, which do not satisfy the definition. The different controlling authorities are not able to improve the reporting of data and also its quality. Such is in the case of mining, construction, cooperatives, etc.

3.2.11 Database required for physical and financial indicators in many sub-sectors is inadequate, which makes it difficult to use benchmark figures. In a number of cases, data on type of assets is not available, so estimates by type of assets could not be attempted for the supra regional and private sectors.

3.2.12 Latest data in some of the sectors is not available. So the available data has to be moved with the help of some suitable indicators, e.g., in railways and communications, the estimates were moved to the latest year by GVA in corresponding sectors.

3.2.13 The private corporate sector covers all enterprises working in the state registered in the office of the Registrar of Companies. But some of these companies are working in other states also. Due to non-availability of data regarding working outside the boundaries of Punjab, no adjustment for this could be done. Similarly, data in respect of companies registered outside Punjab but working in the state is not included as state wise data for these companies are not available.

Public Sector

3.2.14 Though, budget documents provide data on capital formation made by the Centre and the State, the coverage of local bodies and autonomous government institutions in the estimates of capital formation, has been weak and is a problem area.

Private Sector

3.2.15 There is really no quality data on estimation of capital formation in private sector, be it the organized sector or the unorganized sector at state level. The main source of data at national level for private corporate sector is the Reserve Bank of India's company finance studies. However, this database does not provide estimates of capital formation at state level, since the sample size of these studies is very small. Also, in the accounts, information on state wise capital expenditures made by the companies is not available. The second main source of data on capital formation in the organized sector is the Annual Survey of Industries, which provides data at state level but only for the manufacturing sector.

3.2.16 For the unorganized sector, the only sources of estimation of capital formation are the NSS data from (i) All India Debt and Investment Survey (AIDIS), and (ii) the periodic benchmark enterprise surveys. Though these surveys provide data on capital formation at state level, the data is of extremely poor quality, as in many instances the capital formation turns out to be negative and the overall estimates of capital formation compiled from these surveys' results are nowhere near to the estimates compiled from the production side through the commodity flow approach. The benchmark enterprise surveys conducted by the CSO/NSSO do not give reliable estimates of GFCF at state level, at present due to variety of reasons (one such reason is the manner in which disposed assets are valued. Conceptually these should be measured at their depreciated values, but presently they are valued on historical costs, leading many times to negative figures of net acquisition of fixed assets). Besides, data collected in the Asset Block of enterprise surveys is based on verbal responses, rather than from books of accounts, leading to considerable under-reporting of GFCF. Therefore, use of NSS data on enterprises has been extremely limited in the estimation of GFCF at state level.

3.2.17 The following are the other deficiencies in estimation of GFCF:

- The pattern of assets created by private sector is not correctly reflected due to adoption of benchmark data and extrapolation / interpolation based on sample surveys conducted long back.
- Due to non-availability of data from Forestry & Logging and Real estate, especially from Private sector, the estimates arrived are not exhaustive.
- The GFCF contribution from some of the private sectors of Communications (Reliance, TATA, Airtel etc.) and private corporate sectors are not included in the State GFCF as the data is not being furnished by them.

Suggestions for Improvement

3.2.18 The improvements made in the source data under the SSSP (that is in the respective subjects, like agriculture, industry, services, etc.) will have a direct bearing on the quality of capital formation data as well. The above mentioned data gaps need to be addressed while preparing strategic plan for strengthening statistics in the respective subjects. Also, the suggestion for improvement made on the topic of state domestic product, will help in improving the quality of estimates of GFCF at state level.

3.2.19 The following specific suggestions may be considered for improving the GFCF:

- For compiling the GFCF estimates at state level, the possible approach could be that the whole state economy may be grouped into a specified number of industries on the same lines as done for the GSDP. Thereafter, the GFCF estimates for each industrial sector, separately for public and private sectors, may be attempted. The estimates can broadly be arrived at, depending on the availability of data at state level, using various approaches, such as direct estimation, capital-output ratios, etc.

Public Sector

3.2.20 As mentioned earlier, weak areas in the estimation of capital formation in public sector refer to the coverage of local bodies and autonomous government institutions. Analysis of local bodies' expenditures for estimating capital formation made by these institutions on the lines of analysis carried by the ESO on state budget expenditures, will help in showing a correct picture of capital formation made by the public sector. Similar is the case for autonomous government institutions. It is therefore, suggested that accounts of local bodies and autonomous institutions are collected annually and analysed in the same manner as is being done for government budget documents, to estimate capital formation. The CSO should be requested to furnish capital formation estimates for the state component in respect of (i) central government administration, (ii) central DCUs, (iii) central NDCUs, and (iv) central autonomous government institutions, in a timely manner.

Private Sector

Private Corporate Sector

3.2.21 The companies registered under the Companies Act, have to mandatory file their annual balance sheets with the Regional Registrar of Companies. Also a frame of all companies registered under this Act in the State would be available with the Regional Registrar of Companies. The Ministry of Corporate Affairs (MCA) has now made it mandatory for companies to file annual accounts electronically under their MCA21 programme. It possible that data on corporate sector may be available at state level in the near future.

Combined Private Sector (private corporate and household sectors together)

3.2.22 For compiling the GFCF in respect of private corporate and household sectors, the available datasets are the ASI, the 10-yearly AIDIS and the 5-yearly NSS enterprise surveys. Of these, the ASI data can be used for registered

manufacturing sector. The AIDIS data could be used for agriculture sector for the benchmark estimates and for subsequent years, these data could be extrapolated with indicators (such as additional area under contour bonding, orchards and plantations, irrigated area underground water, agriculture implements, sales of agriculture machinery, tractors or growth rates of value of output of agriculture and livestock sector). For forestry sector, public part of GFCF could be updated by the percentage of forests in private hands. For the fisheries sector, ILC data or data available from the fisheries departments on fishing trawlers, equipment, etc. may be used.

3.2.23 For other industries (other than registered manufacturing and agriculture & allied sectors), the estimates of GFCF could be prepared entirely for the private sector, rather than distinguishing between private corporate sector and household sector. For this purpose, although the enterprise surveys are the ideal source, unfortunately the quality of capital formation data in these surveys is not good. In some cases, the capital formation is negative in these surveys. The alternative is to use capital-output ratios of public sector or capital-output ratios of private sector at all-India level. For this purpose, the SDP and GDP data is available separately for public and private sectors and so are the estimates of GFCF at all India level.

3.2.24 An alternative to filling up this data gap is launch annual enterprise surveys covering all economic activities in the private sector, using the frame available from the Business register. For each industry group, it may select the top-most units (in terms of employment) and collect from them every quarter/annually, data on turnover, employment, wages, investment and inventories. These data could be used to extrapolate the benchmark estimates of industry-wise capital formation, which may be compiled either using the NSS data or the capital output ratios.

Saving

Concepts and definitions of Saving

3.2.25 Saving represents the excess of current income over current expenditure.

$$\text{Saving} = \text{Current Income} - \text{Current Expenditure}$$

The income considered here is the gross disposable income, which is sum of gross domestic product at market prices, net factor income from abroad and net current transfers.

Estimates of saving are not compiled at state level as mentioned above.

Possible approaches to compile Saving at State Level

3.2.26 With some assumptions, an approximate estimate of saving can be prepared, but this can only be termed as indicative.

Alternative 1

Public Sector

The estimates of public authorities (administration and DCUs) can be prepared in the same way as is being done at national level by analysing budgets of state government, local bodies and autonomous government institutions. The central government component of saving could be allocated by the CSO using some indicators to the States. The excess of income over expenditure gives the estimates of saving. For NDCUs too, the accounts of state enterprises could be analysed and to this the component of central NDCUs could be added.

Private Corporate sector

The estimates of output or capital formation or saving of private corporate sector cannot be prepared at state level as RBI studies do not give results at state level. It is therefore necessary to look for alternate approaches. One such approach may be to allocate the national saving in private corporate sector to the different states, may be on the basis of data on paid up capital at state level, though this will be a very crude method. Alternatively, from the Economic Census or NSS enterprise surveys, an indicator could be developed to identify either the number of establishments or turnover or deployment of assets or employment in different states to allocate the national saving estimates to the states.

Household sector

The estimates for household sector include financial saving and saving in physical assets and the saving in physical assets is same as capital formation in household sector. It might therefore be possible to compile the estimates of saving in physical assets in the household sector, if the estimates of capital formation by households are available. Here too, assumptions have to be made on changes in inventories, as data on this at state level is not available. Further, data is also not available on instrument-wise financial saving at state level by the households. For this, one possible method is to build up a relation between aggregate deposits and savings at national level and apply the same on the aggregate deposits data at state level.

Alternative 2

Another alternative to estimate the saving at state level is to launch income and expenditure surveys of households and collect information on expenditures made by the households on financial and physical assets during the year. This together with the public and private corporate sector data could give an estimate of saving in the state.

Alternative 3

The private final consumption expenditure and the government final consumption expenditure together represent the total consumption expenditure in the State. The estimate of GFCE (CE + net purchase of goods and services) can be compiled from the budget documents. This should be the expenditures of all levels of government in the state, namely, centre, state, autonomous institutions and local bodies. Similarly, estimated PFCE at state level could be compiled using the procedure mentioned above under SDP.

If we assume the net factor income and net transfers in the state to be zero, the GSDP at market prices could be assumed to be the same as gross state disposable income. Alternatively, one may use the all-India ratios between GDP

and gross national disposable income, to upscale the GSDP data to that of gross state disposal income data. From the GSDP at market prices, if we net the total consumption expenditure, the residual can represent the estimate of saving in the State.

Gross saving = Gross State Disposable Income - Final consumption expenditure (GFCE +PFCE).

Gross State Disposable Income=Gross State Income + Net other current transfers from abroad + Net current transfers from centre + Net other current transfers from rest of the state;

Gross State Income = Gross State Domestic Product + Net factor income from abroad + Net factor income from rest of the states.

3. District Domestic Product (DDP)

Present Position

3.3.1 The estimates of SDP at district level are being prepared in Punjab. Estimates of SDP at district level are based on the availability of basic data for the purpose. Most of the basic data regarding production and prices in case of agriculture, livestock and mining is available for each district. In case of other sectors for which information is not available, state level estimates are allocated to districts on the basis of suitable indicators.

3.3.2 ESO, together with its DSOs is responsible for preparing and releasing estimates of district domestic product at current and constant prices. Following outputs are generated:

- (i) Gross District Domestic Product at current prices by major industrial sectors
- (ii) Gross District Domestic Product at constant (2004-05) prices by sectors
- (iii) Net District Domestic Product at current prices
- (iv) Net District Domestic Product at constant (2004-05) prices
- (v) Per capita Net District Domestic Product at current prices
- (vi) Per capita Net District Domestic Product at constant (2004-05) prices

Methodology

3.3.3 At the State level, the ESO prepares the estimates of district income for various sectors by allocating the State income among the districts using appropriate indicators. The methodology followed for preparing district –wise income estimates for various sectors of the economy is as under: -

1. **Agriculture-** Gross value of output in agriculture sector is obtained as a product of district-wise production of agriculture crops including their by products and average wholesale prices prevalent in the selected marketing centres of district during the peak marketing period. The state level estimates (SDP) of this sector are allocated to the district on the basis of percentage of GVO of agriculture sector.

2. Livestock- The gross value of output is obtained as a product of district-wise strength and production of different livestock categories and their respective prices collected from selected centres in each district. The input cost worked out at the State level is allocated to the districts according to the proportionate gross value of output from this sector in each district.

3. Forestry and Logging- The state level estimates of SDP from this sector are allocated to the districts on the basis of area under forests. For the Firewood estimates the district-wise rural population is applied.

4. Fisheries-The SDP of this sector is allocated to districts in ratio of the percentage of district- wise receipts from fisheries. This information is provided by Fisheries department which is contained in statistical Abstract of Punjab.

5. Mining and Quarrying- The estimates of SDP from this sector are based on district-wise production and value of minerals.

6. Registered Manufacturing- The State level estimates of this sector are allocated to the district on the basis of net value added culled out from the A.S.I . schedules of all industrial units located within the boundaries of each district.

7. Un-registered Manufacturing- The state level estimates of SDP from this sector are allocated to the district on the basis of ratio of No. of industrial workers engaged in manufacturing industries in the districts.

8. Construction-The estimates of SDP from various sub-sectors under this sector are distributed among different districts on the basis of work force engaged in related construction activity as per census.

9. Electricity ,Gas and Water Supply- The State level estimates of income from electricity sub-sector are distributed among various districts according to total consumption of power in each district. In case of Water Supply, estimates are prepared on the basis of number of workers engaged in the respective services at the district level. In case of Gas Sub-sector estimates are prepared on the basis of number of gobar gas plants in districts.

10. Transport, Storage and Communication- The district-wise estimates of SDP of this sector are prepared separately for railways, communication and storage sub-

sectors by allocating the State level estimates on the basis of working force engaged in this sector. In case of mechanised road transport, district-wise number of motor vehicles and for non-mechanised road transport, the GVO index of commodity producing sector is used to allocate state level estimates to districts.

11. Trade ,Hotels an Restaurants: The estimates of SDP from trade ,hotels and restaurants sub-sectors are distributed among districts with the help of working force engaged in relevant activities in districts as per latest i.e. 2001 census.

12. Banking and Insurance-The State level estimates of income from this sector are allocated to the districts on the basis of number of Banking Offices in each district of the state. This information is provided by local office of Reserve Bank of India and is contained in Statistical Abstract of state.

13. Real Estate, Ownership of Dwellings and Business Services: The estimates of SDP from Real Estate, Ownership of Dwellings and Business Services are bifurcated among districts on the basis of district-wise number of workers engaged in these services. The number of workers engaged in these services is taken from census (2001) data.

14. Public Administration-The State Income Estimates of this sector are compiled sub sector-wise as under:

1. Central Govt.
2. State Govt.
3. Autonomous Institutions
4. Local Bodies

By adding all these sub sector total SDP of this sector is prepared. To prepare district-wise income estimates in respect of Central Govt., State Govt. and Autonomous Institution sub-sector, the SDP of these sub-sectors is divided among districts in the ratio of percentages of number of State Govt. employees in the districts. In case of Local Bodies NSDP is prepared district-wise on the basis of district-wise data of wages and salaries of Municipalities. Therefore the GSDP of Local Bodies is bifurcated among districts in proportionate to district-wise NSDP of Local Bodies.

15. **Other Services**-In this sector the SDP is prepared following sub sector wise:-

1. Coaching Centre
2. Education services
3. Medical & Health
4. Sanitary Services
5. Activities of membership
6. Recreational cultural
7. Washing and cleaning.
8. Hair dressing.
9. Tailoring services
10. Funeral activities
11. Household private
12. Extra Tutorials

Four types of district-wise percentages are used to bifurcate SDP of different sub-sector in all districts. For the Education including Coaching sub sector, district- wise percentage of number of teachers in all institutions is used whereas for Medical and Health sub-sector the district-wise percentage of number of Medical & Para Medical workers is applied. The information regarding district-wise number of teachers and Medical & Para Medical worker is provided by Education and Health Department respectively which is incorporated in Statistical Abstract of Punjab.

For Sanitation Services, the district-wise percentage of number of sanitation workers in municipalities is used for allocating SDP of sub-sector to districts. The total SDP of sub-sectors at Sr.No. 1 to 3 is subtracted from the total SDP of all 12 sub-sectors. Then the balance SDP is bifurcated in all districts in proportion to the district-wise percentage of number of main workers in districts. These figures are taken from State Abstract.

Time Lag

3.3.4 The time lag in data dissemination is 36 months.

Interaction with other offices

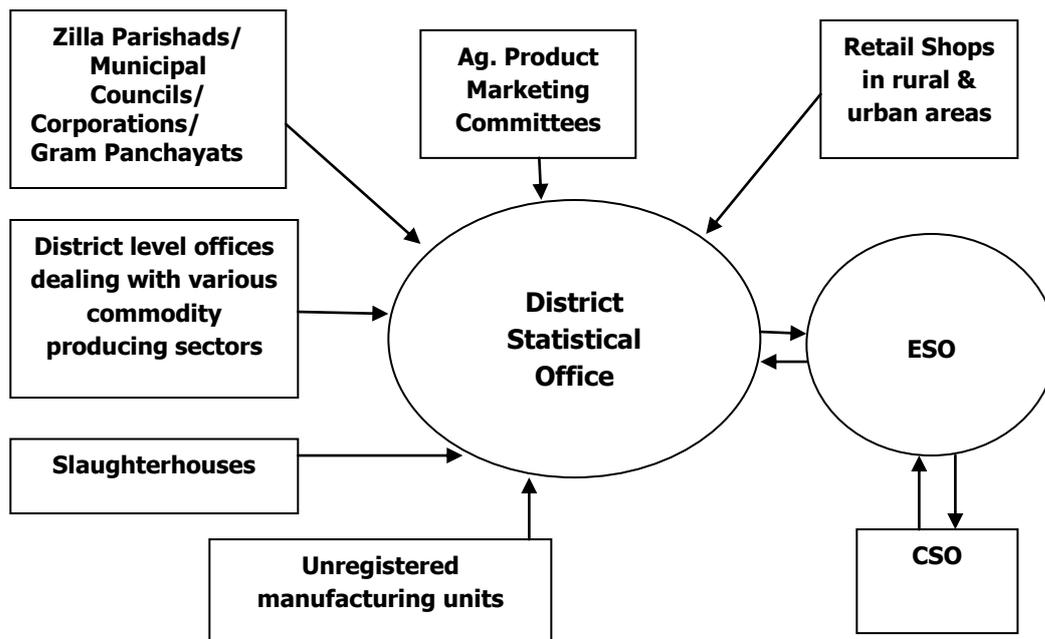
3.3.5 The work of gathering data for the estimation of DDP involves interaction between ESO and DSOs and between DSOs and a number of district level

government offices, local bodies, production units in private sector, shops for collection of prices, etc.

Data Flow

3.3.6 DSOs collect data from the organisations directly. The data flow is illustrated below:

Chart – Data Flow – District Domestic Product



Deficiencies

3.3.7 The deficiencies in the estimation of DDP mainly arise due to lack of detailed data at district level on various economic activities carried out in the district. These in nutshell in addition to those listed under SDP are:

Agriculture

- Availability of area, yield, production and prices of crops other than the principal crops.
- Price data on crops, livestock products, forestry and fisheries at district level.
- The district wise production yield rates and prices of all Horticulture crops.

- District wise production and value of the Goat milk.
- Data on district wise production of poultry meat and slaughtered & fallen animals.
- District wise estimates of value of manure of goat & sheep and excreta of poultry.
- The District-wise forest production both major and minor and prices.
- Species wise production and prices of Inland Fish and Prawn from all districts by grading high and low variety.
- District wise data on honey production on regularly basis from KVIC.
- District wise value of Industrial wood from Trees outside Forest (TOF).
- District wise data on unrecorded production of industrial wood.

Industries

- Data on registered manufacturing sector at district level
- The District wise production and value of Minor Minerals.
- Detailed industry-group data at district level by pooling the central and state samples of ASI.
- Data on value added per worker (VAPW) at district level for unorganised manufacturing sector.

Services

- Data on value added per worker (VAPW) at district level for services sector.
- Direct expenditures of central, state government and autonomous government institutions in districts.
- The data on District wise sales tax for estimating GVA of organized part.
- The District wise number of vehicles registered from Transport authority duly deleting the condemned vehicles.
- District wise workforce under South Central Railway, Private communications, Banking and Insurance sectors.
- District wise workforce for organized and unorganized part of Software companies.

Suggestions for Improvement

3.3.8 The improvements made in the source data under the SSSP (that is in the respective subjects, like agriculture, industry, services, etc., will have a direct bearing on the quality of DDP data. The above mentioned data gaps need to be addressed while preparing strategic plan for strengthening statistics in the respective subjects. The following specific suggestions may be considered for improving the DDP.

1. Agriculture

3.3.9 There is a need for regular updation of various rates and ratios used in the state and district income estimates, although, they account for only about ten per cent of SDP/DDP. These rates and ratios used in the compilation of state and district income are updated usually at the time of revision of base years of SDP series, however, these need to be monitored and district specific rates may need to be developed. It is, therefore, recommended that periodic small sample type studies, which are also cost effective, may be conducted for regular updation of these rates and ratios.

2. Horticultural Crops

3.3.10 Due to absence of quality data on area yield rates and production of horticultural crops, estimates of DDP for this important crop-group suffer qualitatively. It is suggested that a one-time horticulture census may be conducted to provide a set of benchmark estimates for horticultural crops.

3. Other areas

3.3.11 Other areas of improvement are:

- District wise data on production of poultry meat and slaughtered & fallen animals may be collected by the A.H.Department
- Sample type study may be conducted to estimate value of manure of goat & sheep and excreta of poultry at district level.
- The District-wise forest production both major and minor and prices are to be obtained from the Forest Department.

- District level data on species wise production and prices of Inland Fish and Prawn by grading with high and low variety may be collected by the Commissioner for Fisheries.
- District level data on value of Industrial wood from Trees outside Forest (TOF), fuel-wood prices and unrecorded production of industrial wood may be collected by the Forest Department.
- The Chief Conservator of Forest may be requested to furnish district-wise data on fuel-wood production and price.

4. Industry and Services Sectors

3.3.12 For the industry and services sectors of the economy, there is little current data at district level. In the absence of such information on annual basis, the quality of SDP and district income estimates suffers enormously. At present, the important sources of information (for sectors other than agriculture), broadly are (1) Annual Survey of Industries (ASI), (2) budget documents of central and state governments, (3) annual reports of public sector undertakings, (4) private corporate sector statistics compiled by the Reserve Bank of India (RBI) at national level, and (5) unorganised sector statistics collected through the enterprise surveys (these surveys cover all non-public, non-ASI enterprises) conducted by the CSO and the NSSO. The data is available through these sources annually with varying time lags for (1) to (4), and through periodical benchmark surveys in the case of (5).

3.3.13 The surveys on enterprises are conducted with annual reference period and except for the registered manufacturing sector, the sectors get covered only once in 5 years. During this long interval of time, there is no indication of the performance of the unorganised segment of the economy, which is considered to be growing in importance, relative to the organised sector. Therefore, estimates of unorganised segments of the economic activities for years other than the benchmark year are based on proxy physical indicators. This has resulted in indirect estimation of GDDP for these segments.

5. Business Register

3.3.14 A good statistical system must have a business register of enterprises /establishments in the State which can be used as a sampling frame for conducting sample surveys on enterprises. The business register at state level can be easily prepared by amalgamating the units registered with the Employees Provident Fund Organisation (EPFO), State Directorate of Industries and Commerce Department (or the District Industries Centres), State finance authorities, and the Central Board of Excise and Customs (CBEC). Once a business register is prepared, this will have the list of units located in the State and district by industry (3-digit NIC to begin with) by employment size and complete address and by district. After preparation of first business register, it is essential that units need to be physically verified to update the information on address, industrial activity and employment size.

Thereafter, the business register could be updated once every year. For carrying out monthly, quarterly or annual enterprise surveys, the frame can be used to select units to be sampled. The employment size will determine the selection of units in the sample surveys. Generally, larger units are always included in the survey and smaller units on sampling basis.

6. Manufacturing Sector

Organised Part

3.3.15 Presently, estimates of SDP are based on annual survey of industries (ASI), conducted by the CSO. There are, however, certain problems in using the data of ASI at industry group and at state/district level, mainly on account of small sample size at this level, non-response factor, timely updation of frame by the Chief Inspector of Factories, and the present time lag of about three years in the release of estimates.

3.3.16 One alternative to improving the database on registered manufacturing is to tabulate the ASI schedules in the ESO itself, after collecting data from the residual units (that is those not covered by the NSSO) in the frame provided by the Chief Inspector of Factories. The ESO may collect copies of the

filled in schedules directly from the FOD of the NSSO located in the States and add the schedules of residual units canvassed by the ESO and thereafter carry out the data entry and tabulation work in the ESO itself. This will enormously improve the quality of ASI results at state and at district level, besides completely eliminating the time-lag in the availability of data.

3.3.17 For this segment (although the coverage of enterprises may be different owing to different definitions), an alternative data base exists with the Central Board of Excise and Customs (CBEC). The advantages of the CBEC data base are that the non-response factor is nil, frame is constantly updated, data is available at district level and information can be obtained without actually doing an independent survey. It is, therefore, recommended that the DES may consider collaborating with the Central Board of Excise and Customs (CBEC) for estimating the total value of output and inputs, for the organized manufacturing sector (the definition of organized manufacturing sector will have to be changed to the enterprises covered under the Central Excise). This would enable the ESO to obtain timely and reliable data at both state and district level and also at detailed industry-group level, on complete census basis.

3.3.18 A third alternative could be to canvas a short schedule of ASI covering, employment, assets, outputs and inputs to all the units covered under ASI. This will provide quick results on the performance of manufacturing sector both at state and at district level. This data can be used to estimate the domestic product of registered manufacturing sector.

3.3.19 A fourth alternative could be to look at the tax data available in the State. If the State Finance Departments can provide data on taxes collected, together with average tax rates, industry-wise, this can provide current data on the performance of manufacturing and services sector.

7. Index of Industrial Production

3.3.20 The ASI is the only source of data on industrial activity used in the state, but this is annual, and the time lag is enormous and there are questions about the quality of data at state level. Therefore, to track the performance of state

economy, short-term economic indicators, such as the IIP are needed to be compiled. The development and maintenance of an IIP, would lead to an enormous improvement in the SDP estimates. The IIP could be used to prepare the Advance and Quick Estimates of SDP and would also act as a cross-check to the ASI results. It is also essential to compile an IIP at district level as a short-term indicator of district economy.

3.3.21 For the purpose of preparing the IIP, the ESO may consider either of the options:

(i) use the business register to select a panel of units (with stratification at district level) from which production data by commodity, needs to be obtained every month, (ii) use the database of Central Excise authorities, who collect monthly data on production of commodities (in which case no separate survey will be required), (iii) use the State Finance department's tax data, if available industry-wise tax collections and rates of tax. The weights for different industry/commodity groups at state/district level could be taken from either the ASI results or from the SDP/DDP worksheets.

8. Services

Organised Part

3.3.22 Presently, there is no direct data on the organized part of the services sectors. The 5-yearly benchmark surveys conducted by the CSO/NSSO are the only source of data for the entire non-public sector segment of services sectors.

Although corporate sector statistics are compiled and released by the RBI, these at best give only national level estimates, due to the sample size of these studies being quite small. At state level, the estimates are not considered scientific even at aggregate level, much less at the sectoral level.

3.3.23 The companies registered under the Companies Act, have to mandatorily file their annual balance sheets with the Regional Registrar of Companies. Also a frame of all companies registered under this Act in the State would be available with the Regional Registrar of Companies. The Ministry of Corporate Affairs (MCA) has now made it mandatory for companies to file

annual accounts electronically under their MCA21 programme. It is possible that data on corporate sector may be available at state level in the near future.

3.3.24 Alternative to filling up this data gap is for the ESO to launch quarterly/annual enterprise surveys on service sectors, using the frame available from the Business register. For each industry group, the ESO may select the top-most units (in terms of employment and selection with district as a stratum) and collect from them every quarter/annually, data on turnover, employment, wages, investment and inventories. These data could be used to track the organised services sector, on the lines of IIP, and will also be useful to compile an index of service production. Yet another alternative is to use the sales tax/vat data available industry-wise.

9. Unorganised Manufacturing and Services Sectors

3.3.25 Firstly, the data available from the NSSO on these is sketchy at state/district level and mostly unusable. In order to improve the usability of data from these surveys, and generating more efficient estimates at detailed industry-group level and also at district level, the ESO must resort to pooling the central and state samples. It is essential that the data entry, tabulation and processing is be done in ESO after collecting copies of filled-in NSSO schedules from the NSSO regional offices located in the state.

3.3.26 While using the benchmark 5-yearly surveys, it may be necessary to have some annual indicators to measure the performance of economic activities during the year. For this purpose, a fixed sub-sample of the benchmark sample may be drawn in order to collect information on about five items, namely, employment, production/total receipts, salaries and wages, capital expenditure and changes in stocks. Such panel sample would provide growth rates to extrapolate the benchmark estimates. However, while using panel sample, correction factors for the births and deaths of enterprises in the state, need to be applied on the growth rates derived from the fixed sample surveys. Whereas, the assumption of proportion of deaths of enterprises in the sample is the same as that in the population can be reasonably valid, the correction factor for births of enterprises

could be arrived at on the basis of units (for any segment of the enterprises (for example the larger enterprises) for which such information is available) commencing economic activity in the state, from the concerned regulatory agencies, like the State Director of Industries or the tax authorities.

3.3.27 Here too, the panel of units could be selected (with district wise representation) by obtaining the list from the Director of Industries, and from this panel of units, data may be collected on key parameters such as employment, turnover/output, on both quarterly and annual basis. The annual data will be used for direct estimation of DDP, whereas the quarterly data will be useful to track the district economy in respect of unorganised sector.

3.3.28 Other areas of improvement are:

- District-wise workforce and GVAPW from NSSO rounds may be compiled by increasing sample size, which are used in a number of services sectors.
- District-wise number of vehicles registered to be obtained from State Transport Commissioner..
- Employment and Un-Employment and Enterprise surveys may be conducted on annual basis by taking representative sample size in all the districts for estimating workforce at four digit level and value added per worker including organized and unorganized part of Software companies.
- The Prices section is estimating the house rent Index for Urban area. They may be requested to estimate District wise house rent for Rural and urban area also.

10. Public Sector

3.3.29 In the estimation of SDP and district income, the most complete data base available is on public sector, due to the availability of budget documents and annual reports of government undertakings. The weakness in the public sector statistics, however, relates to lack of complete data on the local bodies in the State and on autonomous government institutions. There are large number of local bodies in the state and since they get grants from the state budget and also generate their own resources (for example, Municipalities), it is

necessary that their budgets/accounts are analysed and expenditures are properly accounted for in the SDP and DDP estimates. Currently the estimates of local bodies are prepared on the basis of annual data collected from them. It is recommended that the ESO may analyse these local bodies' budgets, through the district statistical offices. Appropriate inclusion of local bodies' expenditures in the state and district income estimates will show a correct picture of the public sector component in both income and capital formation estimates.

4. Contribution of Local Bodies to State GDP

Introduction

3.4.1 Local Bodies (LBs) are institutions of Local Government and play an important role in local governance and development. There are two types of local bodies viz. Urban Local Bodies (ULB) and Rural Local Bodies (RLB). The LBs generate substantial resources besides the grants received from State and Central Governments. These LBs are contributing significantly in the GSDP in the sectors of Public Administration, Education and Medical & Health in Other Services and Construction which is being estimated by analyzing the annual accounts of the respective Local Bodies besides Gross Fixed Capital Formation. At present, the contribution of LBs in GSDP estimates is not appropriately reflected. Also, there is a need to have separate database on LBs in the State.

3.4.2 The major functions of LBs include:

- Providing public health, sanitation and drainage services.
- Maintaining village roads, wells, tanks etc. and burial and cremation ground.
- Building shelters for travelers.
- Construction, repair & maintenance of public places and buildings for public use.
- Laying out new roads, footpaths and its maintenance.

3.4.3 The LBs are getting grants from the central and state budgets and generate their own resources, as such their budgets/accounts need to be analyzed and expenditure is properly accounted for in the DDP/SDP estimates. Hence, availability and study of annual accounts of Zilla Parishads, Block Samitis and Municipal bodies are essential for appropriately reflecting their contribution to the SDP/DDP. It may not be possible to get a clear picture of capital formation, savings and generation of state income without analyzing the annual accounts of local bodies, which are drawn up department-wise in order to secure legislative accountability. Even though annual accounts are divided into revenue and capital accounts, many items of revenue expenditure are included in the capital

account and vice versa, therefore, reclassification of expenditures is required to correctly estimate the macro-aggregates of local bodies. At present, the data required for SDP estimates is being analyzed by obtaining annual accounts of all LBs in the state. The Income & Outlay Account and Capital Finance Account contains both the particulars of (i) Receipts and (ii) Expenditure, which are being analyzed for estimation of GSDP and GFCF in the sectors of Public Administration, Education and Medical & Health in Other Services and Construction.

Present Position

3.4.4 Contribution of LBs - Panchayats and Municipalities - to GSDP is estimated and included in the total GSDP estimates. The estimates of the contribution of local bodies are made by ESO on the basis of data collected by ESO LBs. The principal output generated is the value of State Domestic Product attributable to LBs. The frequency of data collection is annual. Data are collected annually and computerised in format designed at state income unit of ESO.

3.4.5 The estimate of contribution of LBs towards GSDP is prepared using the income approach. The compensation to employees is the only factor income that is considered. The budgets of LBs are collected by ESO from LBs. This provides estimates of expenditure by local bodies under various purpose categories. Attempts are made to obtain data from all Municipalities, Zilla Parishads, Panchayat Samitis and a sample of Panchayats consisting of two Gram Panchayats in each block.

Time lag in release of data

3.4.6 The time lag in dissemination of estimates of SDP is as follows:

- Quick Estimates – 12 Months
- Provisional Estimates – 24 Months
- Final Estimates – 36 Months

Deficiencies

3.4.7 The quality of data suffers due to following reasons –

[A] Rural local bodies

i) Gram Panchyats

- Accounts of Gram Panchayats are not received in time.
- The accounts furnished are audited or non-audited is not indicated.
- Software for analyzing the annual accounts for estimation of GSDP/GFCF at district level needs to be developed.
- Online transmission of Accounts needs to be explored.
- There is no dedicated staff for this work. If exclusive staff is allocated, they can be trained in compilation.

ii) Zilla Parishads

- Online transmission of Zilla Parishads Accounts may be explored since all ZPs are computerized.

[B] Urban Local bodies

- Suitable software to analyze the Annual Accounts of UDAs in ESO needs to be developed.

[C] Autonomous government institutions

- The annual accounts of autonomous government institutions are not presently available.

Suggestions for improvement

3.4.8 The following are the suggestions for improving the quality and coverage of estimates of macro-aggregates in respect of local bodies:

- 1) The Local Fund Audit Department or Rural Development and Panchyats Department and the concerned Municipal Authorities should consolidate the accounts of local bodies and bring out on annual publication of Gram Panchayats/Zilla Parishads /MA&UDs accounts.
- 2) In addition, individual accounts of LBs should be made available in public domain, in a time-bound manner.
- 3) The accounts of local bodies should be available online.

- 4) The annual accounts of autonomous government institutions need to be collected as these institutions receive grants and generate their own resources. An analysis of these accounts needs to be carried out to appropriately include their contribution in the GSDP and investment estimates.
- 5) Suitable software to be developed for analyzing the annual accounts of all these institutions and providing training to the staff of concerned institutions.
- 6) Workshops are to be conducted with line departments both at state and district headquarters on submission of annual accounts of Local Bodies both rural and urban on time with relevant information.
- 7) The Staff of the concerned departments of the LBs may be trained on the software of the accounts to be analyzed.

Action points under SSSP

- 3.4.9 The budget for the activities of local bodies will be met from the funds of 13th Finance Commission as per its recommendations for strengthening the Annual Accounts of LBs.

5. Major Fiscal Data relating to Budget Estimates

Information on major fiscal variables, viz., revenue and expenditure and fiscal balance is made available through the annual Budget of the State Government.

Background

3.5.1 The fiscal variables consist of indicators on government's revenues and expenditures which provide detailed data on these variables. These consist of source-wise collection of tax revenues and other revenues for the government and details of its expenditures. Broadly, the expenditures are under the heads of revenue, capital and plan and non-plan expenditure. The expenditures are incurred for various purposes and on various programs and on different heads of expenditures. Both government revenues and expenditures are recorded in the budget documents according to a standardized heads of accounts prescribed by the CAG of India. Such vast amount of details provided in the government accounts need to be summarized into established forms of datasets to understand the health of government.

3.5.2 The Reserve Bank of India produces an annual publication on "State Finances: A study of Budgets", which provides detailed data in aggregate form on state government accounts. This provides a wealth of information on state government revenues and detailed data on expenditures, the major fiscal indicators, deficit, etc.

3.5.3 The Ministry of Finance releases a publication "Indian Public Finance Statistics" annually, which too provides a comprehensive overview of the budgetary transactions of the Central and State governments, and information relating to Annual Plan outlays and pattern of their financing, trends in domestic saving and investment, trends in net domestic product of States, tax revenue as proportion of gross domestic product, etc. The Ministry of Finance also brings out a publication, "An Economic and Functional Classification of the central government", but this publication relates only to the central government accounts. In addition, the Controller General of Accounts (CGA)

releases monthly accounts of central government on revenues and expenditures, separately for plan and non-plan and under the heads of revenue and capital expenditures.

3.5.4 The CSO as part of its national accounts statistics releases data on government transactions (all levels of government), containing data on macro-aggregates of GDP, output, saving, capital formation, consumption expenditure, economic-purpose classification of expenditures, etc.

Present position at State level

3.5.5 The responsibility for compiling and releasing data on fiscal variables at state level lies with the Finance Department. The data released is in the form of receipt budget, expenditure budget and annual financial statement Volume I of State budget. In addition, Finance Department prepares monthly accounts of state government receipts and expenditures and releases them through Director of Treasuries and Accounts.

3.5.6 Data on fiscal variables of State are reported under the following major heads:

1. Plan Revenue Expenditure
2. Non-Plan Revenue Expenditure
3. Total Revenue Expenditure
4. Plan Capital Expenditure
5. Non-Plan Capital Expenditure
6. Total Capital Expenditure
7. Revenue Receipts
8. Capital Receipts
9. Capital Disbursement
10. State Finance Profile
11. Annual Trend Growth rate of Fiscal Variables
12. Projection of Fiscal Variables

Revenue Expenditure

General Services

- Organs of state
- Fiscal Services
- Interest Payment and Servicing of Debt
- Administrative Services
- Pensions & Miscellaneous General Services
- Social Services
- Economic Services

Capital Expenditure

- General Services
- Social Services
- Economic Services

Revenue Receipts

- Own Tax Revenue
- Tax revenue
- Non-Tax Revenue
- Interest Receipts
- Dividends and Profits
- General Services
- Social Services
- Economic Services
- Fiscal Services
- from Centre to States
- Share in central taxes
- Grants-in-Aid

3.5.7 The government accounts in the state also comprise accounts of local bodies, autonomous government institutions, besides the accounts of state government. The accounts of local bodies are maintained by their own accounts persons and are available annually from the concerned local bodies in a consolidated form.

3.5.8 Besides the above, the CSO supplies data on key macro-variables in respect of central government for inclusion in the State Income estimates.

3.5.9 Data on major fiscal variables is available in a comprehensive manner from the Finance Department. There are few issues that, however, need to be addressed in the release practices by the Finance Department. These are given below:

Suggestions

3.5.10 It is important for the state government to release high frequency data on fiscal variables. Although such data is maintained by the State government, the same are not available in public domain. It is therefore, suggested that the State government may release state government accounts on monthly basis, on the lines of the format and pattern adopted by the Controller General of Accounts (CGA) for releasing the central government's monthly accounts.

3.5.11 The local bodies are playing a major role in the development of state economy in the context of decentralised planning. The local bodies incomes are from their own receipts and grants from the central and state governments. The own receipts could be substantial in respect of some local bodies. The purposes for which the local bodies incur expenditures could also vary across the local bodies. It is therefore, important to release the local bodies' accounts annually in a summary form showing the sources of their receipts and purposes and heads of their expenditures. This may be taken up by the appropriate State government authority on an urgent basis. The securities issued by local bodies should be published in the state government budgets.

3.5.12 Similarly, autonomous government institutions functioning in the state maintain annual accounts. As in the case of local bodies, these institutions also receive grants and generate own resources. In respect of these institutions, the state budget documents contain details of grants, but not the manner of their expenditures and own resources generated. Such details are available only in the accounts of these institutions. The respective line departments which control these institutions should furnish the accounts of these autonomous

government institutions to the Finance Department and the ESO for understanding their incomes, expenditures and purposes of expenditures.

3.5.13 The CSO too should provide annually, detailed data on DCUs, central government and central autonomous government institutions located in the state for incorporation in the state public administration accounts.

3.5.14 The GSDP is the most important economic indicator to measure the growth and pattern of economic development of the state and used in the devolution of funds. The GSDP estimates are being furnished to the Finance Department for preparation of Fiscal policy containing Macro Economic Framework Statement and Fiscal Policy Strategy Statement for effective fiscal management under FRBM Act, 2005. As such, the Directorate of Financial Resources and Economic Intelligence in FD needs to be strengthened as a full fledged directorate headed by the Director and adequate supporting staff to analyse tax revenue and other important fiscal variables. The data collection on industry group wise collection of taxes may be entrusted to it for assessing the performance of manufacturing and services sectors and for reliable estimation of SDP.

3.5.15 The ESO releases a publication on Economic-cum-Purpose Classification of Government Expenditures, by incorporating data of Punjab Govt. Budget.

3.5.16 In respect of the release of budget data, the present practices followed in the state are as prescribed by the CAG of India. These data are quite detailed and the available details in the budget documents are sufficient to understand the health of state government.

6. Industrial Statistics

Introduction

3.6.1 Industrial Sector plays a major role in the development process. Industrialization of the State is important not only for achieving higher growth and generating employment, but also for widening the resource base of the growth and making development more sustainable. The Industrial Sector assumes considerable importance in the era of globalization.

Manufacturing Sector in GSDP

3.6.2 Manufacturing Sector is a sub-sector of Industries sector which consists of Registered Manufacturing and Unregistered Manufacturing.

A. Registered Manufacturing

3.6.3 The registered manufacturing sector includes all factories covered under sections 2m (i) and 2m (ii) of the Indian Factories Act (IFA), 1948 which respectively refers to factories employing 10 or more workers, using power or those employing 20 or more workers but not using power.

3.6.4 Data on registered manufacturing sector is collected through the Annual Survey of Industries (ASI) by the CSO. The field agency for collecting ASI data is the Field Operations Division (FOD) of NSSO. For the purpose of ASI, units in the ASI frame (those registered under IFA) are grouped under two broad categories (i) Census sector and (ii) Sample sector. The census sector covers units employing 100 or more workers, while the sample sector covers all other units employing 10 or more workers using power and units employing 20 or more workers without using power.

3.6.5 The FOD of NSSO collects data from all census sector units and on sampling basis from the sample sector. The DES, Punjab is not participating in the ASI due to paucity of staff.

Data Gaps in Registered Manufacturing

3.6.6 The CSO releases ASI results both at State and at all-India level. At the state level, these results have serious data problems in terms of coverage, quality and timeliness of availability of ASI results, which hamper in appropriately estimating the contribution of registered manufacturing sector GSDP. At state level, the ASI results for most industry groups are not reliable, neither any trend analysis of performance of manufacturing industries at that level is possible from these results. There are issues of coverage of ASI due to lack of regular and appropriate updation of ASI units as per the definition. The timeliness of availability of results is another major issue, due to which, there is no current information on the performance of manufacturing sector in the State. The other two major issues are that (i) the ASI data is not usable at district level and (ii) it does not cover a large part of manufacturing sector, namely, the unregistered manufacturing sector. Some of the data gaps in registered manufacturing due to ASI are listed below:

- ASI results are available after a gap of 2-3 years. The results of ASI available are for the year 2008-09.
- The ASI frame is not properly updated at the Chief Inspector of Factories level.
- Non-response from some of the selected units is a common phenomenon.
- The sample indicated by CSO for the state is not adequate to generate estimates at State and District level.
- Pooling of State and Central data is not taken up at present.
- Filled in schedules of Central sample are not available to the States for assessment of correctness of the data.

Suggestions

3.6.7 Considering the enormous time-lag in the release of ASI results and the problems of coverage and reliability of ASI results at state and district level, it is suggested that the DES may conduct annually a census of all units in the ASI frame

(available from CIF) by canvassing a shorter schedule (containing key parameters of employment, assets, wages, investment, inventories outputs and inputs) of the ASI schedule. This will enormously improve the quality of ASI results at state and even at district level, besides completely eliminating the time-lag in the availability of ASI results.

3.6.8 Survey of Residual Units under Annual Survey of Industries (ASI) will be conducted in the state as per decision/directions of MOSPI. This survey will be started in the year 2011-12 and provision of funds for this purpose is proposed to be made under ISSP for the project period i.e. upto 31.3.2017.

3.6.9 The following are the further operating guidelines in the conduct of the above survey on registered manufacturing.

- A state level Committee may be constituted to oversee the survey and the results.
- The frame of units should be updated on annual basis.
- The survey should be conducted by industries/statistics department staff on sharing basis.
- Efforts should be made to collect the data electronically and first stage data entry should be done at district level. The required software should be developed.
- In the medium and long term, the units should be encouraged to submit the data on-line, within three months of close of the financial year.

B. Unregistered Manufacturing

3.6.10 The Unregistered Manufacturing sector covers all manufacturing, processing, repair and maintenance services units employing less than 10 workers (using power) or less than 20 workers (Not using power) register under Micro Small and Medium Enterprises (MSME) and Un-organized Manufacturing (informal) Sector.

3.6.11 The main sources of data for unregistered manufacturing are the 5-yearly surveys on unorganised manufacturing conducted by the NSSO, the adhoc All

India Census of Small Scale Industrial Units conducted by Development Commissioner. Using these sources of data, the DES prepares base year estimates of GSDP for unregistered manufacturing and uses IIP for extrapolating these base year estimates to subsequent years.

Deficiencies

3.6.12 The main data limitation in the unregistered manufacturing is absence of annual data. The data that is presently available is only at 5-year intervals, and even that data has limitations in terms of quality and timeliness at State and district level. At present the bench mark estimates are moved by using the IIP, which basically represents only the registered manufacturing segment. This means that assumption is being made that unregistered manufacturing grows at the same pace as that of registered manufacturing, which may not be true, as the evidence from employment data shows that the rise in employment is in the unorganised segment.

Suggestions

3.6.13 The results of present NSS unorganised manufacturing surveys will continue to be used in the estimation of GSDP of unorganised manufacturing for base year estimates. Also, the state will continue to participate in these surveys and efforts will be made to prepare pooled results on unregistered manufacturing, which will help in direct estimation of DDP of this sector at district level and improve the quality of GSDP estimates. The CSO too will adopt this data for comparable estimates as the same will be based on improved methods and procedures and databases, particularly due to pooling of results.

However, for annual estimates since no current data is available on the performance of unregistered manufacturing, it is suggested that current data from unregistered manufacturing units will be collected annually by the DES. For this, following suggestions are made:

- The annual survey on unregistered manufacturing will be done by canvassing a short-schedule (as envisaged for ASI census) on a panel sample basis,

which will be selected from the frame available at Director of Industries level. The panel will consist of top few units at three digit level.

- The proposed state level Committee mentioned above will oversee the survey and the results.
- The panel sample should be reviewed once in every 5 years.
- The survey should be conducted by industries/statistics department staff on sharing basis.
- Efforts should be made to collect the data electronically and first stage
- data entry should be done at district level. The required software should be developed in house in the DES.
- In the medium and long term, the units should be encouraged to submit the data on-line, within three months of close of the financial year.

Business Register

3.6.14 A good statistical system must have a business register of enterprises/establishments in the state which can be used as a sampling frame for conducting sample surveys on enterprises. The business register list of units at state level may be available at the Commissioner Employees Provident Fund. Once a business register is prepared, which will have the list of units located in the State/District by industry (3 digits NIC) group by employment size and complete address and it is essential that units need to be physically verified to update the information on address, industrial activity and employment size. Thereafter, the business register could be updated once every year. For carrying out monthly, quarterly, or annual enterprise surveys, the frame can be used to select units to be sampled, with adequate representation of units at district/industry-group level.

Recommendations

- Business Register to be prepared by the DES by taking the frames available with Employees Provident Fund Register maintained by the Commissioner, Employees Provident Fund Organization.
- The BR units are to be verified physically once every year.
- The Quarterly/ Annual Enterprise Surveys on all economic activities (other

than manufacturing) to be based on the frame available from Business Register by selecting a sample panel of units.

- Selection of Units at 3 digit level will be by taking a certain percentage of top most units in each NIC group for service sectors separately.
- Data to be collected from the units on monthly and annually on the following parameters, so that current information on performance of services sector is available, which at present is absent in the State and at all-India level.
 - Production in terms of quantities and value
 - Expenditure on Fixed/ Capital Assets (annually)
 - Employment
 - Salaries & Wages
- The data shall be obtained in electronic format where ever possible.
- Data to be collected from all selected units in the first fortnight of the subsequent month.
- The above suggested committee to be constituted may oversee the preparation of business register and the conduct of annual/quarterly enterprise surveys.

Business Register is proposed to be taken up under Funds of 13th Finance Commission provided by GoI.

Suggested outputs/requirements from Line Departments in industrial statistics

3.6.15 The Director of Factories, Department of Factories and Boilers may collect/extend support in the collection of industrial statistics from units on quarterly basis. The Department of Industries may collect/extend support in the collection of production and employment data from MSME units from districts through its sub-offices and transmit the required data (quarterly and annually for selected units) to the DES. The Commissioner, Employees Provident Fund Organization may provide the list and other identification particulars of all the units registered with the department to the DES for bringing out the Business Register of enterprises located in Punjab.

Index of Industrial Production (IIP)

3.6.16 The ESO has been compiling annual as well as quarterly State level Index of Industrial Production (IIP) with base 1993-94 = 100. For this purpose 904 industrial units/ factories were selected for 109 items, excluding mining and electricity. The data is collected by the field staff located at district level offices. The frequency of data collection is quarterly and annual. ESO is in the process to revise the base year from 1993-1994 to 2004-05=100 for which weighting diagram has already been approved by CSO with some suggestions. New series of IIP will be taken up as early as possible. The weights adopted are value of output at 2-digit level, 3-digit level, and 4-digit level at item level respectively for these groups. The State Directorate does not prepare Index of Industrial Production for the unorganised sector.

Industrial production data is collected on quarterly basis in respect of 109 items excluding mining and electricity from 904 industrial units and factories. The IIP is constructed using the weighting diagram of industrial production prepared for the base year. The ESO is preparing the IIP as per CSO's methodology.

Deficiencies

3.6.17 The data quality suffers due to the following reasons :

- The present State IIP does not reflect the current scenario of the industries sector in the State, because of the very old base year of 1993-94 and many products/units having become obsolete. There is also the case of high mortality rates of selected units included in the IIP.
- Another weakness in the present IIP is that the series does not include new units producing industrial goods included in the item-basket of IIP. With old units slowly becoming obsolete or defunct or reducing their market share due to new units coming into production, there is an inherent tendency in the present IIP to underestimate the industrial performance in the State. In addition to these, there are delays and non-response from some of the units (Director of Mines report is delayed 3-4 months), as also there is no proper mechanism for checking the data correctness, besides lack of adequate statistical manpower and infrastructure.

Thus, the IIP of the State does not present a realistic picture of industrial development in the State, and there is an urgent need to revamp the IIP system in the State.

Recommendations

3.6.18 For the purpose of preparing the IIP, ESO may consider either of the options-

(i) use the business register or a frame available with the CIF/Industries or Finance Department to select a panel of units (with a cut-off criteria, say, units employing more than 10 workers) at 3-digit level, from which production data by commodity, may be obtained every month;

(ii) use the database of Central Excise authorities, who collect monthly data on production of commodities (in which case no separate survey will be required);

(iii) use the State Finance department's tax data, if available industry-wise tax collections and rates of tax. The weights for different industry/commodity groups at state level could be taken from either the ASI results or from the SDP worksheets.

The alternatives available under (ii) and (iii) may be explored in the medium and long term, while the option of (i) may immediately be explored to improve the quality and coverage and timelines.

The inclusion of IIP for unregistered manufacturing is a first initiative in the country. All these data could be used in improving the estimates of quarterly GSDP, as also for assessing the current performance of manufacturing sector on monthly basis which is vital information for policy makers. The proposed committee mentioned in the previous section, will also monitor the IIP compilation.

3.7.19 The following are the specific suggestions to improve the quality of IIP of the State by including units from both Registered and Unregistered Manufacturing sector:

Units under Registered Manufacturing

- Factories to be selected from the base year frame to be made available in the Business Register / by Director of Factories, sample units selection will be at three digit level and certain percentage of units from top listed units in each NIC group (with a cut-off on employment size, say units employing 10 or more workers).
- Data to be collected from all selected units on production (quantity and value) and employment every month.
- The Industries/statistics departments should collect monthly production data from the selected units and forward to the DES.
- The data shall be obtained in electronic format wherever possible and units should be encouraged to submit this simple information online.
- Production data to be collected from all selected units in the first fortnight of the subsequent month. DES should release the IIP by the end of the following month.

Units under unregistered Manufacturing

- IIP on MSME units (not covered under ASI), to be selected from the frame of the top units available in the Business Register/ with Director of Industries, at three digit level.
- Three Digit level NIC group top production units have to be identified from MSME units. The production data in terms of quantities, total value of output of the unit and employment to be collected every month from each selected unit.
- The data shall be obtained in electronic format wherever possible and units should be encouraged to submit this simple information online.
- Data to be collected from all selected units in the first fortnight of the subsequent month.
- The Industries/statistics departments should collect Monthly production data from the selected units and forward to the ESO.

Infrastructure Statistics

Introduction

3.6.20 Though there is no standard definition of what constitutes infrastructure, it can broadly cover the basic physical systems of a country

like roads, electricity , water, etc. which are considered essential for enabling productivity in the economy. Developing infrastructure often requires large initial investment and is a critical component in economic development.

3.6.21 The Rangarajan Commission indicated 6 characteristics of infrastructure sectors, (a) Natural monopoly, (b) High-sunk costs, (c) Non-tradability of output (d) Non- rivalness (up to congestion limits) in consumption, (e) Possibility of price exclusion, and (f) Bestowing externalities on society. Based on these features (except b, d and e), the Commission recommended inclusion of following in infrastructure in the first stage:

- Railway tracks, signaling system, stations
- Roads, bridges, runways and other airport facilities
- T&D of electricity
- Telephone lines, telecommunications network
- Pipelines for water, crude oil, slurry, waterways, port facilities
- Canal networks for irrigation, sanitation or sewerage.

The Commission further recommended that considering characteristics (b), (d) and (e) also, the above list may be extended to include the following in the second stage:

- Rolling stock on railways
- Vehicles, aircrafts
- Power generating plants
- Production of crude oil, purification of water
- Ships and other vessels.

However, the Rangarajan Commission recommended that the list of infrastructure activities should be finalised by the Ministry of Statistics and Programme Implementation (MOSPI) on the basis on the characteristics recommended by them for identification of infrastructure.

3.6.22 Dr. Rakesh Mohan Committee in “The India Infrastructure Report” included Electricity, gas, water supply, telecom, roads, industrial parks, railways,

ports, airports, urban infrastructure, and storage as infrastructure. Except industrial parks and urban infrastructure, all these sub-sectors are treated by CSO also as infrastructure.

Deficiencies

3.6.23 At present there are no standard publications on infrastructure statistics, though the MOSPI releases a press note on infrastructure sector performance every month, the Economic Survey includes a chapter on infrastructure and the Planning Commission compiles statistics on infrastructure investment. At state level this position is completely neglected.

Recommendations

3.6.24 Under the SSSP, it is recommended to compile a compendium on infrastructure statistics through consultation of line departments and the CSO. An Infrastructure Statistics Unit is also recommended to be set up in DES which will collect and compile statistics on infrastructure.

7. Crop Area and Production Statistics

Introduction

3.7.1 Agriculture has a dominant role in the State economy, despite its contribution in the GSDP reducing over the years, which in turn was mainly on account of faster growth of industry and services sectors. It continues to have a predominant position in the State economy through generation of rural demand for goods and services and indirect effects on the rest of the sectors of the economy. Thus, collection and maintenance of quality and reliable agricultural statistics assume great importance in the policy making.

3.7.2 Crop and land use statistics are the backbone of the Agricultural Statistics System. Reliable and timely information on crop area, crop production and land use is of great importance to planners and policy makers for efficient agricultural development and for taking decisions on procurement, storage, public distribution, export, import and many other related issues. With an increasingly evident trend of decentralised planning and administration, these statistics are needed with as much disaggregating as possible down to the level of village panchayats

Crop Cutting Experiment (CCE)

3.7.3 About 41,000 CCEs on main kharif crops like paddy, maize, moong, mash, arhar, g.nut, sesamum, sugarcane and cotton and 34,000 CCEs on Rabi crops like wheat, gram, lentil, barley, rape, mustard, massar and sunflower are conducted by the Agriculture Department with the collaboration of state Revenue Department to assess the yield rates of various agriculture crops.

Supervision on quality of area statistics

3.7.4 Under the ICS scheme, the Statistical wing of Agriculture Department is entrusted with the responsibility of conducting sample checks on area enumeration and aggregation work done by Patwaris and supervision of CCEs under this scheme. The survey is conducted in 200 sample villages on area

enumeration and aggregation check for each Kharif and Rabi season by statistical staff and same sample is checked by NSSO, GOI, officials. Under this scheme the prescribed filled schedules are scrutinized and the reports are submitted to GOI. About 800 CCEs are supervised both in kharif and Rabi season and after scrutiny of the schedules reports are submitted to GOI.

Horticulture statistics

3.7.5 As regards horticultural crops, it is a small component in agriculture sector. Due to inadequate manpower, the department is not conducting CCE for fruits and vegetable crops. The department is obtaining the yield statistics through oral enquiries from farmers, The department is not collecting prices of fruits and vegetables; as a result, State income is underestimated.

Rainfall Statistics

3.7.6 Rainfall Statistics are used for monitoring the seasonal conditions and the progress of Agriculture sector on a continuous basis.

Irrigation Statistics

3.7.7 These statistics are collected by the agencies which are responsible for collecting area statistics and they come from the same sources. Apart from this, the Minor Irrigation (MI) census which is conducted every 5 years under a centrally sponsored scheme of the Ministry of Water Resources, GOI, provides data on minor irrigation parameters such as source wise numbers of irrigation units, potential created and utilized, etc. during the reference year.

Prices

3.7.8 Price data is collected by the ESO through the Mandis. These prices refer to the prices received by the farmers for their produce during the peak marketing periods.

Deficiencies

3.7.9 Data Base is weak in all these areas as felt by all user like departments Agriculture, Horticulture, Irrigation, etc. The findings of the ICS over a number of years show deficiencies in crop area statistics. These relate to timely enumeration of crop area and submission of crop statements by the SCs/Patwaris, crop entries not tallying with those of the supervisor, page totals not being correct, etc. There are also problems in crop area enumeration of short duration crops, sown and harvested in between two successive seasons. Besides the findings of ICS, it is observed that there is no initiative on the part of Land Revenue Department in updation of revenue records, as agricultural statistics is no longer a priority area for the Revenue Department. Besides, Girdawari Forms are not supplied on time to SCs/Patwars and, therefore, the crop area is not being updated for each season in time as per the provided time-lines and hence the quality of data is poor. It may be mentioned that the same deficiencies reflect in irrigation and yield statistics, as yield experiments are based on area statistics.

3.7.10 The Horticulture department does not have a system of data collection, though they are generating area statistics. The output of horticulture crops grown on community lands, roadside margins, waste lands are not included in the production estimates, as a result there appears to be some under estimation of the output of horticulture crops. The totality of horticulture area and production is not known even for a base line, so that correction factors could be built up for annual area and production estimates available from the present system.

3.7.11 Periodical maintenance of the Rain gauges needs to be considered.

3.7.12 The prices of Agriculture produce collected are the prices received by the farmers at the Market yard. Although, farm harvest prices are being collected, but they are found to be unreliable. Therefore, it is suggested to obtain the prices from the Agriculture Market Yards for the items traded. However, the trade and transport margin component needs to be deducted to arrive at the farm harvest

prices.

Suggestions

3.7.13 The following suggestions are made to improve the quality and coverage of agricultural statistics:

(i) Area statistics

- Department of Land Records should take full responsibility for Area Statistics. Present Village Abstract needs to be modified to facilitate the Statistical Clerk (SC)/ Patwaris to furnish data smoothly. However, this System appears to be irretrievable in terms of making it functional for generating reliable agricultural statistics. Though remote sensing is one option, it is felt that use of this technology will take some more time before it could be used as an alternative for area statistics. It is therefore, suggested to introduce a major change in the agricultural statistical system.
- A regular collaborative study with National Remote Sensing Agency (NRSA) should be taken up by the Department of Agriculture on the use of remote sensing technology in generating agricultural statistics.
- It is recommended to modify the Land use classification as per GOI's guidelines, by incorporating three new uses, water logged area, social forestry, and land under still water land put to non-agriculture use categories.
- It is also proposed to sub-classify the land under forest, by incorporating a separate category for land under cultivation.
- It is recommended that the SCs will be instructed to maintain Source wise Irrigation Register (potential created) and update the same on annual basis, in collaboration with Irrigation department. This Register will facilitate to compile the Irrigation data properly.
- An exploratory study may be carried out to disaggregate the land put to non-agriculture use for different categories.
- Considering the importance of TRS in area and yield estimates and timely availability of crop area statistics, it is recommended that the

Ministry of Agriculture may be requested to enhance the staff provided under TRS.

- To improve the quality and supervision and additional quality checks, some percentage of the expenditure on programmes by Ministry of Agriculture be earmarked for statistical work on a regular basis.
- The State government may issue a G.O. declaring the ESO as SASA as recognized by GOI. This will help in better coordination with the programme implementing agencies.

(ii) Horticulture areas

- A onetime census to estimate area and production of all horticultural crops should be conducted as quickly as possible, to obtain base line information on horticultural crops, area and production.
- A separate register may be maintained by the SCs on Perennial Horticulture crops, at village level and the same may be computerised. The data in these registers may be confirmed by the Horticulture department and the same may be updated on an annual basis. The age of the gardens also be recorded, as this information is crucial for production estimates.
- The Horticulture Department may be requested to conduct a sample survey for estimation of Area for the crops which are not covered under the crop enumeration scheme.
- This census may be taken up under National Horticulture Mission or Horticulture department State Plane Scheme.

(iii) Yield statistics

- It is recommended that CCEs be conducted for all crops where area under such crops is over 10,000 hectares.
- Ministry of Agriculture, Government of India is requested to develop suitable methodologies for conduct of CCEs on new crops. In the meantime, the Director Agriculture may carry out a pilot study to find an appropriate method for CCE for these new crops.
- Regarding emerging crops, it is suggested that a pilot study be conducted by the Director Agriculture.

- Participation of Agriculture and Horticulture departments in conduct of CCEs needs to be strengthened for quality improvement.

(iv) Prices

- At present prices are collected only for 22 crops and it are recommended that such data be collected for the balance crops.
- To arrive at correct prices received by the farmers, it is suggested to conduct an exploratory study on trade transport margins (TTM) to be deducted from the prices collected at AMCs.

(v) Rainfall statistics

- It is recommended that the data collected from the Automatic Weather Station data be made available to Land Record Department (Tahsildars/RDOs) and District Collectors for their use.
- Revenue Rain gauge and AWS data to be pooled at block level and average of the same is used by all agencies/Department for policy making at all levels.

Action Points under SSSP

- Make digitized village cadastral maps available to Statistical Clerks at Tehsil level for their use in the collection of agricultural statistics.
- Conduct Type Studies on identified data gaps. Conduct of Horticulture Census.
- Conduct corroborative studies in collaborative with NRSA.

Present position and requirements of Agriculture Department

3.7.14 Agriculture Department is responsible for collection and compilation of agricultural statistics which has the second largest Statistical Wing (SW), with 196 sanctioned posts, among line departments. Out of total, 104 (53%) posts are lying vacant at present which seriously hampers the statistical activities in department. State govt. should fill up these vacancies on priority basis. Besides, department has proposed 174 posts to be new created. The Department (in which most of the schemes are planned under Central and centrally sponsored schemes) is suggested to pursue this issue through its AD with state govt. IT and other infrastructure

requirements are also considered under SSSP. Similarly, the IT and training needs of the Department of Land Records are also recommended in SSSP.

Major Statistical outputs (Publications) of the Agriculture Department are as under:-

1. Statistical Abstract Agricultural (Yearly)
2. Price Police Kharif/Rabi (Half yearly)
3. National Conference Kharif/Rabi season (Yearly)
4. Agriculture Census (5 yearly)
5. Input Survey (5 yearly)
6. Minor Irrigation Census (5 yearly)
7. High Yielding Report Kharif/Rabi (Half yearly)
8. Area Estimates (Half yearly)
9. Production Estimates (Half yearly)
10. Advance Estimates (Half yearly)
11. Targets Kharif/Rabi (Half yearly)

There is a High Level Co-ordination Committee (HLCC) under the Chairmanship of Financial Commissioner, Development to review the system of Agricultural Statistics in Punjab in which Economic Adviser, Punjab is also a member. The last meeting of this committee was held in July, 2005.

Department of Land Record, Punjab

3.7.15

- This department also collaborates with Agriculture Department for collection and compilation of agricultural statistics which has a statistical cell.
- At each Tehsil office Statistical Clerk compiles the data received from all the field Kahungo. This data is sent to Director Land Record via Deputy Commissioner.
- Statistical Branch of Director Land Record compiles all the agricultural statistics received from the districts.
- After the approval of DLR, compiled data is uploaded on the website of GOI in prescribed formats and it is published by the Punjab Govt.

- The work of Statistics is not given the due importance at Districts and Tehsils offices. Due to this the publication regarding this is always delayed normally 4 to 5 years.

Following Statistical Data is collected by department:

1. Estimates of area under various kharif, Rabi and summer crops at State/District levels.
2. Estimates of average yields of various Kharif, Rabi and summer crops at the State/district level.
3. Estimates of production of various agricultural crops.
4. Rain fall data district wise and month wise.
5. Weather reports etc.

Action Points under SSSP

3.7.16 Action Points under SSSP are as under:

- i) These activities being primarily administrative activities of the government, the recommendations mentioned above will be forwarded to the Agriculture and Land record Department. If needed, the ESO will provide the requisite support and guidance on methodological issues as and when sought.
- ii) For timely supply, analysis and dissemination of data IT infrastructure in statistical units of these departments will be strengthening under SSSP.
- iii) To improve the efficiency of human resources proper training of statistical methods use of IT techniques will be provided to all statistical and non-statistical personnel performing statistical work in these departments under SSSP.
- (v) The Statistical units of these departments will bring out annually a publication on relevant statistics on regular basis.
- vi) 1 post of Assistant Director (Statistics) and 1 of Statistical Officer is proposed to be new created in Land Record Department for supervising the work of Statistical Cell.

8. Price Indices

Introduction

3.8.1 There are two types of price indices, namely, the Wholesale Price Index (WPI) and the Consumer Price Index (CPI), compiled in the country.

3.8.2 The WPI is compiled and released by the office of the Economic Advisor, Department of Industrial Policy and Promotion, Ministry of Commerce and Industry on weekly (primary articles) and monthly (for all commodities) basis. The WPI measures the average change over a period of time in the selling prices of producer's goods. The base year for the WPI is 1979-80-81. At the state level, the Directorate of Economics and Statistics collects and compiles index numbers of two categories viz indices of 21 important primary agricultural commodities and indices of 50 agricultural & non-agricultural commodities.

3.8.3 There are four consumer price indices compiled in the country for different segments of consumers, namely, the Industrial Workers (IW), Agricultural Labourers (AL), Rural Labourers (RL) and Urban Non-manual Employees (UNME). The main objective of the Consumer Price Index is to measure changes over a period of time in the level of retail prices of a fixed basket of goods and services of a targeted group of people. The weighting diagrams for the indices come from the family living surveys conducted to estimate the expenditures made by consumers on different commodities and services.

3.8.4 The responsibility for compiling the CPI (IW) is lying with the Labour Bureau, Ministry of Labour. The base year of CPI (IW) is 2001, and the index is released every month (on the last working day of the following month) for each of the selected 78 centres as well as at all India level. In the Punjab State Jalandhar, Amritsar and Ludhiana centres are covered. At par with the Central Series, the DES, Punjab compiles the CPI-IW with base year 1987=100 for other 6 centres. The CPI (IW) is mainly used for the determination of dearness allowance being paid to Central/State Government employees as also to the workers in the industrial sectors besides fixation and revision of minimum wages in scheduled employments.

3.8.5 The CSO, which used to compile the CPI (UNME) discontinued the same and is now bringing out three new price indices, namely, CPI (Rural), CPI (Urban) and CPI (combined), separately for each State and All India. The CSO informed that these Indices are quite robust at State level and are comparable across the States. CSO also promised to share the raw data to the States for compilation of these new CPIs at state level by augmenting with their additional samples/quotations.

Deficiencies

3.8.6 Although a number of price indices are available at the national and at the state level, there is no single integrated index for consumer prices. Also, at state level, besides the CPI (IW) for additional centers, no other indices are compiled.

Recommendations

3.8.7 In view of the new initiative of the CSO to bring out CPI (Rural), CPI (Urban) and CPI (combined), separately for each State and all India, w.e.f. January, 2011, it is proposed to have a relook at the compilation of price indices at the State level.

3.8.8 The CSO's new CPI (R), CPI (U) and CPI (combined) at the State level is based on sufficiently adequate quotations/samples. However, the same number of quotations may not be adequate to compute price indices at district level (generally CSO canvasses two quotations at district level under rural areas). It is, therefore, suggested that the ESO may augment the CSO's samples with adequate additional price quotations at the district level, and the combined CSO's and the additional ESO's quotations may be used to compute all these three CPIs at district level.

3.8.9 In view of the new CPIs compilation at the State level mentioned above, it is suggested that the ESO may discontinue the present practice of collecting price data in 6 additional centres on CPI-IW, which is presently being done with the existing staff of the ESO. For the new CPIs, the resources required would be substantial. In

line with the CSO procedure of collecting price data through external agencies, the ESO would engage external agencies for collecting additional price data.

3.8.10 In view of the requirement of a separate inflation measures for construction workers, it is recommended that the ESO will do an exploratory exercise to prepare a separate CPI for construction workers by taking the weighting diagram from NSS 66 round unit level data by identifying the households engaged in construction activity. The price data used for this index will be the raw price data to be provided by the CSO on CPI R&U.

3.8.11 In view of the availability of a comprehensive CPI (R) at state level, it is recommended that CPI (AL) may be considered for replacement at state level by CPI (R), since the consumption pattern is not expected to be much different of these segments of population.

Action points under SSSP

3.8.12 Considering the above recommendations, the following action points has been identified which may be implemented under SSSP:

- An exploratory study to compile a WPI at the state level, by taking the weighting diagram from the SDP estimates and the price data as available from the Central sources
- Compilation of CPI (R), CPI (U) and CPI (combined) at the district level with augmented samples/quotations, which are needed to be collected with additional resources
- Construction of Consumer Price index of construction workers.

9. Health, Mortality, Morbidity and Family Welfare and Birth and Death Registration Statistics

Health, Morbidity, Mortality and Family Welfare Statistics

3.9.1 Health and Medical Services have long been an important area of social development. Over the years the collection of statistics and presentation thereof has improved considerably. In recent years, the flow of funds for modernizing statistical systems and the extensive use of ICT have also contributed to the development of computerized systems for gathering and transmitting information expeditiously. Health statistics provide good examples of how a modernized statistical system can help in better management.

3.9.2 The NSC identified 6 areas as being vital. Of these, demographic data, vital statistics; statistics relating to facilities and hospitals; manpower are relatively well looked after in so far as public health services are concerned. Considerable improvements are called for in respect of statistics relating to causes of death, prevalence of communicable diseases and epidemiological data, although, rapid response systems are in place. As regards, Health Finance, details of expenditure from budgetary allocation seems well documented but statistics on expenditure by voluntary agencies and private providers still pose major challenges.

3.9.3 **Hospital Management Information System** : On the medical side the Hospital Management Information System (HMIS) is not in position state. Information on a wide range of activities such as patients, doctors, equipment and facilities, drugs, finances, are not compiled online as soon as a transaction occur.

Health infrastructure

3.9.4 The health infrastructure of Punjab (as in April 2010) is given in the table:

Table: Health Infrastructure of Punjab

| SN | Number of Institutions | | | |
|-----|------------------------|-------|-------|-------|
| | Category | Rural | Urban | Total |
| | Hospitals | | | |
| 1 | Government | 2 | 61 | 63 |
| 1.1 | ESI, Police, Jail etc | 2 | 26 | 28 |

| | | | | |
|-----|--------------------------------------|-------------|------------|-------------|
| 1.2 | Municipal Hospitals | - | 3 | 3 |
| 1.3 | Voluntary Organisation run Hospitals | - | - | - |
| | Total Hospitals | 4 | 90 | 94 |
| 2 | CHCs | 77 | 52 | 129 |
| 3 | PHCs | 423 | 23 | 446 |
| 4 | SHCs/ Dispensaries | | | |
| 4.1 | Government | 1187 | 122 | 1309 |
| 4.2 | ESI | 19 | 86 | 105 |
| 4.3 | Voluntary Organisations | - | 10 | 10 |
| | Total EHCs/Dispensaries | 1206 | 218 | 1424 |

Output

3.9.5 The Department of Health and Family Welfare is responsible for collection, analysis and dissemination of Health statistics of all types. The principal output generated relates to data on the following, among others

- a. Health morbidity and mortality and family welfare statistics infant mortality, maternal mortality.
- b. National Family Welfare Program – Sterilisation, maternal health, child health (immunization);
- c. Morbidity Statistics – Communicable and non-communicable diseases; snake bite cases and deaths etc, hospital/dispensary reports on morbidity;
- d. Statistics relating to National Blindness control Program;
- e. Statistics on Leprosy Eradication Programmes (active cases, new cases etc.);
- f. Number of Births & Deaths.

In addition there are other outputs which are generated on the basis of-

- Manpower Statistics – Medical and paramedical personnel
- Infrastructure statistics (equipment and building status)

Methodology

Health Statistics:

3.9.6 The basic unit of collection of statistical data is the Sub-centre (SC). A monthly report is generated in the prescribed format. These monthly reports prepared by SCs are submitted to PHCs where these reports are consolidated and forwarded to CHC,

which in turn sends the monthly consolidated reports to the Chief Medical and Health Officer. The reports from the CHCs and hospitals received by the Chief Medical and Health Officer are consolidated at the District level and submitted to Director Health Services. The State level reports are prepared, in the statistical division, from the District reports after thorough scrutiny and submitted to the Central Bureau of Health Intelligence, GOI. The schedule of activities is as follows:

Medical statistics include number of (i) indoor and outdoor patients treated for different diseases; (ii) communicable and non-communicable disease cases; (iii) TB and malaria cases; (iv) number of cataract operations done; (iv) active and new cases of leprosy; (v) attacks and deaths due to epidemics like dysentery, Jaundice etc.

Family Welfare Statistics:

3.9.7 The Directorate of Health and Family Welfare is responsible for collection, compilation and dissemination of data pertaining to immunisation, anti-natal care, delivery, post-natal care, family welfare, child health and demography. Data on family welfare programmes are collected and compiled at the SC level in the prescribed format and monthly reports prepared. These reports are forwarded to PHC, which consolidates the reports received from all SCs. The consolidated PHC reports are then sent to CHC and from there to the Chief Medical and Health Officer who in turn prepares District report and sends it to Director. The State level report is prepared and sent to Ministry of Health and Family Welfare, GOI, with a copy to the Principle Secretary, Health and Family Welfare.

The monthly report covers family welfare related data viz. (i) anti-natal care, (ii) natal care, (iii) pregnancy outcome, (iv) postnatal care, (v) maternal death, (vi) immunisation, (vii) Vitamin A administration, (viii) childhood diseases, (ix) infant and child deaths, (x) contraceptive services, (xi) abortions, (xii) facilities including availability of transport, X-ray machines and cold chain equipment. It also covers the progress achieved under national programmes viz. Tuberculosis, Malaria, Leprosy, Blindness, Disabilities and Family Welfare & Reproductive Child Health (RCH).

Aids Control

3.9.8 Statistics for HIV positive cases are collected from Aids Control Centres, located in each district and major govt. hospitals. These reports are sent by the Centre directly to the Project Director Aids Control, where compilation of HIV positive cases are done at state level.

Time lag

The time lag in data dissemination is 36 months.

Publications

Table: Publications on Health Statistics

| Publication | Periodicity |
|--|--------------------|
| Health Statistics at glance | Annual |
| Directory of Medical Institutions | Adhoc |
| Annual Births and Deaths registration report | Annual |
| Annual Administrative report of the department | Annual |

Data Quality

3.9.9 The data suffers from under reportage and inadequate coverage due to poor response rate on many health parameters. Also these are some exclusions; for example, medical practitioner in private sector and voluntary / non-Government organizations are not captured in the list frame for data collection on morbidity, mortality, prenatal and post natal health care services. Also the absence of benchmark surveys with respect to prevalence of diseases in the community limits the utility of data generated.

Birth and Death Registration Statistics

3.9.10 Births and deaths related statistics are collected and compiled through i) Civil Registration System, ii) Sample Registration Scheme, iii) Medical Certification of Causes of Death Scheme.

State Department of Health and Family Welfare is responsible for Birth and Death registration statistics and for SRS it is the Directorate of Census Operations.

i. Civil Registration System

Director and Deputy Director (Stat.) in Health & Family Welfare Department respectively has been designated as the Chief Registrar and Additional Registrar of Births and Deaths in Punjab for implementing the provisions of the Births & Deaths Act, 1969 and Punjab Registration of Births & Deaths Rule, 2004. A total number of 2950 Sub-centres act as Registering and reporting units in the rural areas. Whereas 142 urban units mainly consisting of Municipalities are urban registering and reporting units.

ii. Sample Registration Scheme (SRS): Directorate of Census Operations, Punjab, Government of India, has overall responsibility. SRS is implemented in a sample of villages and selected urban blocks in Punjab. The procedure adopted for implementation of the scheme is uniform across the country. The scheme is operated by GOI directly. The objective of the scheme is to have representative estimates of annual vital rates for the State.

iii. Medical Certification of Causes of Death Scheme (MCCD): The Directorate of Health and Family Welfare have responsibility for collection and compilation of MCCD statistics, which is a component of CRS.

Principal Output

- Data on registered births and deaths and estimated vital rates
- Deaths classified by age, cause of death
- Infant mortality data.
- Data on age & education of mother, gender of birth, spacing etc.

Frequency

- Civil registration system:* The frequency of data collection is monthly, and that for release of data is monthly and annual;
- Sample Registration Scheme:* The data collection frequency is multiple – monthly, half-yearly, and annual. The release frequency is annual;
- Medical Certification of Cause of Death (MCCD):* The collection frequency is monthly, and release frequency is annual.

Use of IT

3.9.11 IN SRS, data entry and transmission are done manually in the scheme of Civil Registration, the data is mostly generated manually at present. The use of IT sources is very limited in the CRS work right now. The department has initiated the process of computerization of Births and Deaths record of rural area and after the completion of this process quick generation and transmission of data will become possible.

Quality of Data

3.9.12 The data quality suffers from the following problems:

- Fragmented information is the basic weakness of the system. Secondly, each department follows its own methodology. For example, each department has different set of projected population (used for computing vital statistics ratios). Due to lack of control on reporting system, there is a large gap in the health statistics related to morbidity and mortality from private sector. This is resulting in near total absence of such type of data from private sector. Earlier, the work of registration of Births and Deaths of rural areas was with the Department of Rural Development and Panchayats and because of this there was lack of coordination between the associated departments resulting in delay in submission of data/reports and record etc. Now, the Department of Health and Family Welfare has recently declared MPHW (female) as Local Registrar, Births and Deaths within the jurisdiction of health sub centre in rural areas. So, it is expected that both the level of registration and reporting level is likely to be improved in coming time. Due to budgetary constraints, department is unable to make timely supply of Births and Deaths Registrar and Statutory Forms to Births & Death Registrars.

Recommendations

3.9.13 A coordinated approach of Health, Medical and Family Welfare department comprising Directorate of Health, Medical Education and Family Welfare to put in best practices of data collection techniques, periodicity of data reporting, database availability (Time series data) would improve the quality

of the collected data and at the same time avoid duplication in data collection. It is, therefore, recommended that a **centralized Health Statistical Hub** be created to monitor the data collection, analysis and dissemination activities of different wings flow from here for policy formulations. This will fetch optimum utility of the available data by planners, administrators and policy makers.

3.9.14 The GOI also is working on streamlining the health information through Health Management Information System (HMIS). The responsibility of uploading the required data has been entrusted to the Director at Chandigarh. However the GOI is keen to upload the information from a health facility (hospital/PHC/Sub-centre) to central portal instead of uploading from district level.

3.9.15 With the declaration of SMO Incharge of Block CHCs/PHCs as Additional District Registrar within the jurisdiction of area of CHCs/PHCs a single line administration order has been maintained in the rural area, which will definitely improve the system in rural area. Regular budgetary provision may be made for supply of statutory forms and registers and publicity measures from the NRHM/Govt. funds.

Support from SSSP

3.9.16 Following are the action Points under SSSP:

- i) Since the statistical activities of health and associated areas are carried out through the instructions and guidelines of central agencies, it is felt that the recommendations will be forwarded to the concerned agencies for necessary action. If needed, the ESO will provide the requisite support and guidance on methodological issues as and when sought.
- ii) The possibilities for collection of data on private health services will be explored by the department.
- iii) For timely supply, analysis and dissemination of data IT infrastructure in statistical units of the department will be strengthened under SSSP.
- v) To improve the efficiency of human resources proper training of latest statistical methods and use of IT techniques will be provided to all statistical personnel of the department.

v) The Statistical units of department will bring out annually a publication on Health Statistics on regular basis.

vi) One post of Assistant Manager is recommended to be created for looking after the IT infrastructure to be created under SSSP.

10. Education and Literacy Statistics

3.10.1 The agencies responsible for collection and compilation of education related statistics are:

i. The Directorate of Public Instructions (Secondary): This has overall responsibility for educational statistics. In addition it has direct responsibility for collection and compilation of data with respect to Secondary and Higher Secondary education. This branch has a common statistical unit for all divisions in the Directorate of Public Instruction viz. Directorate for Primary Education, Directorate for Secondary Education, College Directorate and SCERT Punjab.

i. Census: Data on general literacy rate are generated by the population census.

ii. Sarva Shiksha Abhiyan (SSA): The state government is implementing the central scheme of Sarve Shiksha Abhiyan for achieving the targets of universalization of primary education and to enroll 100% children of age group 6-14 years by 2010. SSA collects the required data for monitoring.

An Educational Management Information System (EMIS) wing has been established in Deptt. of School Education, Punjab under SSA. Manpower is in place at State, District and Block level. The Block is selected as a nodal point to collect computerisation, analysis and use of school level data. The block level professionals are trained in data collection, computerisation and analysis. Data as per prescribed formats is collected from schools and computerised at block level by block MIS coordinators. After completing data entry at block level, data is submitted to district level MIS units. At district level, data compilation is done after checking inconsistencies and discrepancies. Surveys like District Information System for education (DISE), Secondary Education Management Information System (SEMIS) and 8th All India Survey are completed by MIS wing.

Besides this EMIS wing, there is a separate Statistical Cell in DPI (Sec.) which is responsible for collection and compilation of all types of educational statistics in state.

iii. All India School Education Survey: This is a quinquennial activity. The survey is conducted jointly by the Ministry of Human Resource Development (GoI), the National Council of Educational Research and Training (NCERT) and the State Education Department.

Principal Output

3.10.2 The principal outputs are-

- Number of recognized institutions in Punjab
- District wise number of teachers in institutions in Punjab
- District wise number of students in institutions in Punjab
- District wise number of scheduled caste students in Punjab
- Number of students in schools as on 30th Sept. Stage wise by districts
- Department-wise no. of teachers in schools of Punjab by Districts.
- District-wise Teacher-Pupil ratio.
- Intake capacity in Degree & Diploma courses of engineering in Punjab
- District wise number of Industrial Training institutions and their intake capacity.
- Technical Training Institution and seats

Frequency

- Literacy/ Adult literacy – Decennial (NSS more frequently)
- Enrolment Statistics – Annual
- Examination Results – Annual
- All Major Education Statistics – Annual

Methodology

3.10.3 The numerical data on enrolment in different classes by gender, number of teachers etc. is collected annually. These statistics relates to the position as on 30th September of each year.

3.10.4 The basic reporting unit is the school. The returns are collected and scrutinised at Block level before these are sent to the District Education officer.

(DEO elementary/ DEO secondary) The DEOs furnish these statistics to the Directorate of Public Instructions which is the agency responsible for release of various education statistics.

3.10.5 Two types of information are collected annually. The first relates to numerical data on enrolment in different classes by gender, number of teachers, etc. This is collected so as to relate to 30 September of each year. The other part relates to school finances, such as pay and allowances, buildings, etc. The financial data are collected so as to relate to 31 March of the year.

Timeline

The time lags are as follows -

- Literacy data 24 – 36 months after the census
- Institutional Data : 12 months
- Enrolment data: 12 months

Publications

3.10.6 The Directorate does not bring any publication on a regular basis. Importance education statistics for the state are furnished to ESO who publishes these in its Annual Publication "Statistical Abstract".

Data Quality

3.10.7 The quality of other data, like Enrolment suffers on account of:

- (i) Absence of a suitable data checking and validation mechanism;
- (ii) Institutional records (such as admission registers, attendance registers and stock registers) are not properly maintained at the institutions, as a result of which correct information based on records cannot always be given;
- (iii) The tendency to give distorted information when it suits the school heads and the administrators; and
- (iv) Exclusion of private unaided institutions.

Deficiencies

3.10.8 The Deficiencies are as under:

1. The detailed data collected from each school almost like an evaluation on school performance and cross checking at the field level. Therefore, stake holders self collection of data is likely to suffer credibility.
2. There is a mechanism for 5% check. But this happens after the data is collected and not concurrently.
3. The Staff of the department are not fully trained to meet the required standards of the data collection and compilation.
4. Data on private educational institutions and unrecognized educational activities is not covered at all in the statistical system, excepting what is available from the results of NSS socio economic surveys.

Recommendations

3.10.9 The Recommendations are as under:

1. The Statistics cell at Directorate of School Education is to be strengthened by supplying sufficient computers and its peripherals.
2. At the District level, a separate statistical wing may be constituted in O/o District Educational Officer with adequate computers and to provide sufficient data entry operators.
3. At Block level, all the Block Resource Centers in Block Educational Officer (BEO) need to be strengthened.
4. The Statistical officials need to be given sufficient computer training with up dated versions.
5. There is a need to impart training in modern statistical methods to the statistical staff.

Action Points under SSSP

3.10.10 Following are the action Points under SSSP:

- i) These activities being primarily administrative activities of the government, the recommendations mentioned above will be forwarded to the concerned agencies for implementation. If needed, the ESO will provide the requisite support and guidance on methodological issues as and when sought.

ii) For timely supply, analysis and dissemination of data IT infrastructure in statistical units of the department will be strengthened under SSSP.

iii) The possibilities for collection of data on private education institutions will be explored by the department

iv) To improve the efficiency of human resources proper training of statistical methods use of IT techniques will be provided to all statistical and non-statistical personnel performing statistical work in the department under SSSP.

(v) The Statistical units of department will bring out annually a publication on education statistics on regular basis.

vi) 1 post of Deputy Director (Statistics) is proposed to be created in department to supervise the work of Statistical Cell.

[On the proposed coverage under the PSSSP to the selected 20 Key Statistical Activities in so far as education sector is concerned, the SLSC, in its 28.11.2011 meeting, advised that the proposed coverage may be expanded with the inclusion of other key sub-sectors in this categories such as Higher Education, Medical Education and Technical Education.]

11. Labour and Employment Statistics

Labour Statistics

3.11.1 The office of the State Labour Commissioner in the Labour Department is responsible for labour statistics derived from data collection related to Labour Acts including Payment of Bonus Act, and Child Labour (Prevention and Regulation) Act, among others. The department has its own statistical wing that collects, compiles, analyses, disseminates statistical information under various labour laws. At the sub-state level, there are 23 Assistant Labour Commissioners (ALC)/Labour Conciliation Officers (LCO) who provide statistical information to the Commissioner of labour.

The responsibility for employment data with respect to registered factories is vested with the State Labour Commissioner. This Office collects and compiles data received through statistical returns prescribed under various Acts like the Factories Act 1948, and Payment of Wages Act, among others.

Employment Statistics

3.11.2 The Department of Employment is responsible for employment statistics classified by industry, occupation and sex with respect to the organised sector. These statistics are generated by the Directorate's Employment Market Information (EMI) programme. The department has its own statistical wing and the Deputy Director is the head of the statistical section.

Also, state level employment statistics related to general labour force participation including employment of women in the non-agricultural sector are available from the sample surveys conducted by NSSO (Central sample) and ESO (State sample). Work force in various industries classified, inter alia, by sex is also available from Population Census for the smallest administrative unit (village/town).

Outputs and Frequency of Data Collection in Labour & Employment Department

3.11.3 The statistical outputs generated and their frequencies are given in Table below:

Table: Statistical Outputs-Labour and Employment

| SN | Statistical Output | Agency Responsible | Frequency |
|----------|--|---|------------------------|
| 1 | Labour Statistics | | |
| 1.1 | Labour force by industries, age, sex and education | Population Census | Decennial |
| | | ESO (through NSS State sample) | Annual |
| 1.2 | Data on wages – structure and distribution, minimum wages, labour cost etc. | Office of the Labour Commissioner | Quarterly and Annual |
| 1.3 | Industrial disputes and man days lost by strike, lock outs etc by region and industry | Office of the Labour Commissioner | Monthly and Annual |
| 1.4 | Social security – ESI, PF, Bonus, Gratuity etc. | Office of the Labour Commissioner | Monthly and Annual |
| 1.5 | Bonded labour | Office of the Labour Commissioner | Quarterly and Annual |
| 1.6 | Report on working of various Labour Acts | Office of the Labour Commissioner | Annual |
| 2 | Employment Statistics | | |
| 2.1 | Employment in factories by industry and sex | Directorate of Industrial Safety and Health | Annual |
| 2.2 | Employment in organised sector by industry and sex | Employment Department - EMI | Biannual and Quarterly |
| 2.3 | Number of job seekers on live registers of employment exchanges by qualification and other categories like SC, OBC etc | Employment Department | Monthly and Annual |
| 2.4 | Number of candidates sponsored | Employment Department | Monthly and Annual |
| 2.5 | Number of placements made | Employment Department | Monthly and Annual |

Sources

3.11.4 Data on Labour and Employment comes from different sources. The sources are census data, NSS data, Directorate of Employment & Training and the Labour Commissioner. The details are discussed below.

Labour Statistics:

3.11.5 The following statistics are collected

(i) Wages: Data on wages and distribution of minimum wages is statutorily collected under "The Minimum Wage Act 1948", and the "Payment of Wages Act 1936". Under this the primary units employing labour is required to submit annual statutory returns to the Statistical Officer (Labour), who after scrutiny, compiles it for including it in monthly/half yearly annual reports to the Labour Commissioners of the state. At state level, annual data is compiled.

(ii) Disputes: Information about Industrial Disputes is required to be submitted by the primary unit under Trade Union Act 1926 and Industrial Dispute Act 1947. This information is submitted only when any Industrial Dispute arises. Information about nature of disputes, man days lost are required to be statutorily submitted. While the dispute persists, information is sent more frequently, otherwise only "Annual Returns" are submitted. Region wise and Industry wise data is compiled annually.

(iii) Social Security: Information about funds provided under various social security measures, separately as employees and employer's contribution under ESI, PF, Gratuity, etc. is prepared on monthly basis, by the primary, unit and submitted to the Regional office of the Labour Commissioner, every month. From Regional offices, the data flows to the state office where it is compiled on monthly and annual basis. Apart from finances, the number of workers covered under several measures viz, ESI, PF, Bonus, gratuity etc are also reported and compiled.

(iv) Bonded Labour: As and when any Bonded Labour is identified, it is reported otherwise a nil report is forwarded every month. Primary unit for this is a Labour

Inspector, from where the report is transmitted to the Labour Officer, and to Regional office and to State Labour Commissioner.

(v) Population Census: While collecting data in population census, the details about persons (males/ females) engaged in gainful occupation during certain specified period preceding the date of survey is also gathered from the HH. Information of persons gainfully occupied is tabulated, which gives the number of workers in different occupations sex wise and area wise.

Employment Statistics

3.11.6 The following statistics are collected:

- i.** Returns under the Factories Act: through regular statutory returns furnished by the registered factories to the District offices of Industrial Safety and Health;
- ii. NSS:** While conducting the NSS, information is collected from selected households on individuals, gainfully occupied in different occupations. Those who are not gainfully employed are regarded as "Non-workers". The information is tabulated, occupation wise, sex wise and rural urban Wise, which when analysed, provides estimates of employment for the state;
- iii. EMI:** employment data is collected through statutory quarterly returns (statutory for all public sector employers and employers in private sector engaging 25 or more and voluntary for private sector employers engaging 10 to 24) to be furnished to the local Employment and Self-employment Guidance Centre.

Statistical returns

Labour Statistics: Statutory statistical returns are used.

Employment Statistics: Statutory statistical returns are used.

EMI: Employment Officers (EMI)/ Statistical Assistants in Employment and Self-employment centres. The EMI units are there in all the 20 districts in Punjab.

Deficiencies

3.11.7 Considering the enormous workload of monitoring of large number of establishments and workers, and registrations and renewals, collection and compilation of labour statistics manually is a huge task. As a result, there is considerable time-lag, poor coverage in the labour statistics and registration and renewal rates are also not satisfactory.

3.11.8 In the field of labour, 25 labour enactments are implemented to safeguard the interest of the workers. The quality of the data collected manually is very poor and inconsistent with lack of uniformity. The following are some of the deficiencies in the data system.

1. Inadequacy of data
2. Absence of time frame of periodicals
3. Low / varying and delayed response under various Acts
4. Poor quality and incompleteness of information
5. Enumeration / Surveys not conducted periodically under various Labour Laws.
6. Lack of computerization of data and resulting in delayed retrievals.
7. Lack of storage of information system
8. Lack of online provision
9. Lack of training to field Officers and Staff.

3.11.9 The State average CPI(IW) of 6 centers is applied for all the localities in the compilation of minimum wages. But this method of calculation is not appropriate due to differences in per capita consumer expenditure in different districts.

3.11.10 The database on number of workers covered under the Minimum Wages Act under each schedule employment is not available and due to this, it is impracticable to analyze the wage discrimination under various categories of workers covered under aforesaid scheduled employments.

3.11.11 On the employment and unemployment statistics, the main weakness is

absence of quarterly/annual data on employment and unemployment, which otherwise is considered a most crucial data set in the statistical system, in the country. Absence of quarterly/annual data on labour market hampers policy making on the vital aspect of labour market.

Recommendations

3.11.12 In order to overcome the above deficiencies, it is necessary to computerize all the existing establishments and their data collection and compilation procedures. Periodic sample surveys also need to be conducted to assess the status of the existence of establishments. The Department may also bring out a publication on labour statistics. The specific suggestions are:

- Imparting training to the field Officers in reporting data under various Labour Laws at Block/Revenue Division / District / Zone / State level.
- Training of field Officers and Staff on computerization.
- Large scale computerization and transmission of data.
- Availability of data on-line by connecting the computer network to various field officers of the departments i.e., Asst. Labour Officers, Asst. Commissioners of Labour, Deputy Commissioners of Labour, Joint Commissioners of Labour and Head Office.
- Designing an integrated system of collection, storage and retrieval of all the information available.
- Designing unified / integrated on-line formats.
- Publication of Departmental Manuals under various Labour Laws.
- Publication of functionary manuals in all cadres of the department i.e., Labour Officer, Asst. Commissioner of Labour, Dy. Commissioner of Labour and Joint Commissioner of Labour.
- Strengthening of Statistical cell.

3.11.13 The ESO is collecting information on workforce through various surveys & censuses like Economic Census, Employment & unemployment surveys and SES Surveys. Hence the data available with ESO & Labour

Department may be reconciled before arriving realistic estimation on workforce. Also, the ESO may consider conducting a quarterly/annual employment and unemployment survey by conducting a census of all households within a panel of hamlet blocks and UFS blocks to be selected from the samples of quinquennial surveys on employment and unemployment. The panel maybe revised once every 5 years. The sample selection may be done keeping the block as the stratification unit.

Generation of Employment data by industry group wise based on NSSO Surveys

3.11.14 Employment and Unemployment data is one of the important indicators to measure the effectiveness of government policies aimed at eradicating poverty and providing social justice & employment opportunities to the people of the country.

3.11.15 The main source of employment-unemployment data is the surveys conducted by National Sample Survey Organization (NSSO). The latest survey under this subject was conducted during 66th round survey period i.e., 2009-10 by NSSO.

3.11.16 The following important parameters of Labour force are proposed to be made available at State level and District level by analyzing the relevant rounds data:

1. Labour Force & Labour Force participation rate
2. Employment by major sectors level i.e., Agriculture, forestry & fishing; Mining and Quarrying; Manufacturing; Electricity, gas & water supply, Construction; Wholesale & Retail trade, and Restaurants & hotels; Transport, Storage and communication; Financing, Insurance, Real Estate and Business services; Community, social and personal services
3. Gender-wise Employment and unemployment
4. Unemployment rate
5. Employment & Unemployment estimates by usual status
6. Organised and Unorganised Employment.

Action Points under SSSP

3.11.17 Action Points under SSSP are as under:

- i) These activities being primarily administrative activities of the government, the recommendations mentioned above will be forwarded to the Labour and Employment Department for implementation. If needed, the ESO will provide the requisite support and guidance on methodological issues as and when sought.
- ii) For timely supply, analysis and dissemination of data IT infrastructure in statistical units of the department will be strengthened under SSSP.
- iii) To improve the efficiency of human resources proper training of statistical methods will be provided to all statistical and non-statistical personnel performing statistical work in these department under SSSP.
- (iv) The Statistical units of these departments will bring out annually a publication on relevant statistics on regular basis.

12. Housing & Building Statistics

3.12.1 There is no State government agency compiling comprehensive statistics on housing and investment in housing in Punjab. However, ESO collects housing statistics for urban areas, and prices of building materials and wage rates of construction workers, and transmits the same to NBO without any compilation or tabulation. ESO also compiles quarterly and annually Building Construction Cost Index (BCCI) for Punjab with 1999-2000 as the base year and disseminates this through its publication 'State Statistical Abstract'. National buildings organization Govt. of India is the Nodal Agency at the Central level for housing and building statistics.

3.12.2 The principal outputs emanating from NBO are:

- Houses classified by use/materials used/number of rooms/ ownership/ source of drinking water and its location/type of structure/source of lighting/ fuel used for cooking/ bathroom and drainage.
- Estimates of housing shortage in Punjab
- Scheme wise rural houses constructed.
- Market rates of building materials and wage rates.
- Building cost index for Punjab

Methodology

3.12.3 Housing and Building Statistics in respect of new constructions and additions/alterations to buildings are collected from Public Sector as well as Private Sector and sent to National Building Organisation (NBO), New Delhi w.e.f. 1.4.2007. The information is collected in a new prescribed combined Schedule designed and supplied by NBO for both Public and Private Sector. For the Public Sector the information is being collecting from State Govt. construction agencies on annual basis and online transmitted to NBO. For Private Sector the information is being collected from Municipalities [all class I & II and 10% selected (yearly basis) class III to VI Municipalities] on regular basis and online transmitted to NBO. This activity is performed by the demography Section of ESO alongwith other statistical activities.

3.12.4 Prices of building materials and wages of construction labour are also collected on a quarterly basis from urban areas and sent to National Building Organisation, New Delhi. On the basis of building materials prices and wages of construction labour, Building Construction Cost Index (BCCI) is compiled quarterly/annually, which depicts the level of building construction cost at a given period of time vis-à-vis with base period. The latest base year is 1999-2000 in this regard. BCCI is sent to National Buildings Organisation (NBO), MOSPI, Govt. of India. It is also disseminated in the Statistical Abstract of Punjab.

Statistical Returns

3.12.5 Non statutory returns as prescribed by NBO are used for collection of housing statistics.

Deficiencies

3.12.6 Housing census is the ideal method for the collection of comprehensive data on housing and construction activity. But it is cost prohibitive and infeasible. Decennial population census and periodical data collected by the NBO is the main source of data at the national level in regard to housing and construction activity in our country. The house construction licensing authorities follow certain procedures in issuing permission for construction of houses/additions; however, no data is maintained after issuing the completion certificates.

3.12.7 The present Building Construction Cost Index has very old base year of 1999-2000 and, therefore, does not reflect appropriately the cost of construction trends. Further, new items are needed to be included in the item basket of the index, such as those on fixtures & fittings, which have become an important part of construction expenditure.

3.12.8 The Municipalities are only issuing permissions to private builders for construction of buildings. After issuing permission no record is collected or maintained whether the building is completed or not. The process of issuing completion certificates is not properly in practice. The completion certificates is

issued in a rare cases only on the demand of builders. Therefore the information in Column No. 13 of the Schedule "Total investment made in the project" can not be filled up properly.

3.12.9 The rural sector is totally excluded in the process of collection of housing statistics.

Suggestions

3.12.10 The following suggestions are made to improve the housing and building statistics:

- The urban Local Govt. Department should implement the procedure of issuing completion certificate rigorously in all ULBs.
- The ESO may conduct an annual survey on building permits sanctioned, area involved and cost of construction envisaged. The information may be collected from all the Building permitted authorities like Municipal Corporations, Municipalities and Nagar Panchayats in urban areas and from all Gram Panchayats in rural areas and also from Public Sector Undertakings.
- The ESO may also undertake a survey to obtain information on construction activity undertaken by government undertakings.
- Based on the results of these surveys, an annual publication may be brought out on housing statistics, which may include other available information from Population Census, NSSO results, budgeted expenditures on construction, etc.
- The ESO may compile a revised building construction material price index by updating the base year and updating the commodity basket of construction materials as per the instructions of NBO, GOI.
- Some of these items of work may be carried out through outsourcing or hiring of contract workers.

13. Electricity Production and Distribution Statistics

3.13.1 The economic activities relating to Generation, Transmission and Distribution of Power is covered under Electricity. Electricity is a crucial component of the infrastructure segment and it is important that data availability here be reliable and timely. Electricity sector is a sub-sector of Industry Sector which contributes significantly to the GSDP of state.

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3.13.2 The overall responsibility for maintenance of all statistics relating to generation and distribution of electricity lies with Punjab State Power Corporation Ltd (PSPCL). The data on generation of electricity is obtained from the power stations on daily basis through on line. Principal outputs are as under:

- i. Installed power generation capacity;
- ii. Actual generation of electricity;
- iii. Consumption of electricity by different categories of users (domestic, commercial, industrial, public lighting, agriculture, public water works, railways, and others.);
- iv. No. of villages electrified;
- v. Energizing of pump sets.

The data collection frequencies are as follows:

For Power Generation: Daily

For Power Distribution: Monthly and Annual

Methodology

3.13.3 Installed capacity and actual generation of electricity is reported by the individual power stations on line to PSPCL. Actual consumption is reported by the billing offices of the individual distribution companies. Progress of rural electrification, energisation of pump sets etc. are reported to PSPCL by its field offices.

Publications

3.13.4 PSPCL does not have any statistical publications of its own, excepting its annual report. The data on installed capacity and generation, consumption and rural electrification are released through its Annual Report, and are also published in the statistical compilations of ESO. Data is available for the following periods.

- Installed capacity and generation - 2010
- Consumption - 2010
- Villages electrified - 2010
- Tube well energised – 31st March, 2010

The time lag in data dissemination is as follows:

- **Power Generation:** No delay
- **Power Consumption:** One month

Statistical returns

3.13.5 For data on power generation, no statistical form is prescribed. The data on power generated is electronically compiled on a daily basis. For data in power distribution prescribed non-statutory formats are used.

3.13.6 There are no specific formats used for collection of data. The statistical wing of PSPCL is maintaining a computerized data base on production, distribution and consumption of electricity and same are updated on PSPCL website (www.pspcl.in.) regularly. The departmental personnel are working in the compilation of statistics under the supervision of C.E. (Planning) without any statistical expertise. Further, Sub-division and division wise energy consumption data is maintained and circle level which is further compiled monthly at statistical cell of PSPCL under C.E. (Planning). District-wise energy consumption data is maintained annually. The centralized data base on loss of electrical infrastructure occurred due to natural calamities is not maintained in the department. The reliable data on theft of electricity is not collected due to absence of methodology to collect such data.

Suggestions

3.13.7 The following are suggested for improving the database on electricity sector:

- The standardized formats are to be designed for collection of various statistical data of electricity for use of the department;
- The electricity authorities may publish the data for all types of electricity- generating units, including those in the private sector;
- In order to improve the data coverage and timely dissemination of electricity statistics, PSPCL may strengthen its existing cell with statistical expertise;
- Time series data may be maintained at all levels;
- Online data transmission system may be established in the in the statistical wing in PSPCL;
- Existing publications may be placed in the public domain.
- Suitable methodology may be explored for collecting reliable data on theft of electricity

Action Points under SSSP

3.13.8 Action Points under SSSP are as under:

- i) These activities being primarily administrative activities, the recommendations mentioned above will be forwarded to the concerned Establishment for implementation. If needed, the ESO will provide the requisite support and guidance on methodological issues as and when sought.
- ii) For timely supply, analysis and dissemination of data, IT infrastructure in statistical units of the Establishment will be strengthened under SSSP.
- iii) The possibilities for collection of data on above suggested areas will be explored by the concerned Establishment.
- iv) To improve the efficiency of human resources proper training of statistical methods will be provided to all statistical and non-statistical personnel performing statistical work in concerned Establishment under SSSP.
- (v) The Statistical units of concerned Establishment will bring out annually a publication on Electrical Statistics on regular basis.

14. Environment and Forestry Statistics

Forestry Statistics

3.14.1 The entire forest area in the State is divided into 4 Territorial Circles, each headed by a Conservator of Forests. Each Circle is divided into Territorial Divisions (17). The Territorial Divisions are divided into Ranges (headed by Range Forest Officers) and each Range into 4 to 6 Blocks (each Block headed by a Forester) and each Block into 3 to 5 Beats (each Beat headed by Forest Guard). In addition to the 4 Territorial Circles, there are three functional circles viz Information, Extension, and Working Plan and Research. Apart from 17 Territorial Divisions, there is one Functional Division viz Planning and Investigation.

3.14.2 The Department of Forests and Wild Life Preservation headed by the Financial Commissioner & Secretary Forests, has the overall responsibility for forests in Punjab. In the present administrative set up, the Principal Chief Conservator of Forests (PCCF) heads the Forests Department with headquarters at Chandigarh. PCCF is responsible for all forestry statistics, and other matters including wild life.

3.14.3 Some important statistical outputs are:

- Classification of forest area by management and legal status
- Area under silviculture
- Area under plantation, species-wise
- Estimated employment
- Length of forest roads
- Details of revenue and expenditure
- Production of major and minor forest produce
- Sales of major and minor forest produce

Methodology

3.14.4 The statistics on various aspects are based on reports emanating from the level of Forest Guard at the Beat level and flowing through Forester, Range Forest Officer, Dy. Conservator of Forests, CF in charge of circle and finally to the Deputy

Director in the office of PCCF. Data on forest produce and sales is collected from the sales depots.

Publications

3.14.5 There is no separate statistical publication on Forest Statistics. Selected Forest Statistics are however published by ESO in their annual publication Statistical Abstracts (latest year 2009). The Forest Statistics are also published in the Department's Annual Administrative Report.

Statistical Returns

3.14.6 The data are collected through a number of annual non-statutory returns. Some of the important returns are –

- Form No. 7: Area of Reserve, Protected Unclassed or Public Forest lands and leased Forests
- Form No. 8: Progress made in Forest settlement during the year
- Form No. 9: Record of demarcation and maintenance of boundaries
- Form No. 10: Statement showing forest areas surveyed and under Survey of India
- Form No. 11: Progress made in preparation of working plans
- Form No. 12: Statement showing communication and building
- Form No. 13: Statement showing register of breaches of forest rules
- Form No. 14: Area of forest track protected from fires
- Form No. 15: Causes of forest fires
- Form No. 16: Area closed and open to grazing
- Form No. 17: Return of grazing in the state forests
- Form No. 18: Statement showing afforestation and regeneration
- Form No. 19: Out turn of timber and firewood and agency of exploitation
- Form No. 20: Out turn of non-wood forest produce
- Form No. 21: Account of timber and other produce cut or collected by Government agency and sold locally or otherwise disposed of.

- Form No. 22: Abstract showing the value of timber and other produce lying with the Department
- Form No. 23: Abstract showing the value of dead stock
- Form No. 24: Summary of revenue
- Form No. 24A: Summary of expenditure of Punjab Forest Deptt.
- Form No. 26: Revenue received and outstanding on account of revenue
- Form No. 27: Outstanding liabilities on account of contractors & disbursers

Deficiencies

3.14.7 At the field level data is being collected by the departmental personnel who are not having statistical expertise. The district wise area on trees outside forests may be collected as it is having enormous value.

Suggestions

3.14.8 The following suggestions are made with reference to forest and environment statistics:

- Computerization and online data collection of forestry sector is needed in the Forest Department and its field formations.
- The database on the following items has to be strengthened for reliable GSDP estimates:
 - i. Trees outside Forest Area.
 - ii. Unrecorded removal of Forest produces by farmers and Villagers and other anti-social elements.
 - iii. The cattle dependence and grazing incidence.
 - iv. The District wise Forest produce data.
- The existing cell in the forest department may be strengthened.
- Statistical post may be created in the Circle offices for collecting and coordinating the data.
- **Environmental statistics.**

3.14.9 The ESO may bring out a compendium on environmental statistics. But there is need for separate cell for this purpose.

Action Points under SSSP

3.14.10 The action points under SSSP are-

(i) The Forest Department has a Statistical Unit which collects, compiles and analyses statistical information on various aspects of forestry. But out of total 26 sanctioned posts of statistical officials in this unit only 1 posts is filled and 25 posts are vacant which mainly hampering the statistical work. It is recommended that all the vacant posts be filled up on priority basis. The forest department will take up this case with state govt. at their own level. However for timely supply, analysis and dissemination of data the IT infrastructure in statistical unit of department will be strengthened under SSSP. This unit will bring out annually a publication on Forest Statistical on regular basis.

(ii) To improve the efficiency of human resources proper training of statistical methods use of IT techniques will be provided to all statistical personnel the department.

(iii) Environmental problems are emerging issue faced by the govts. at national and sub-national level. Punjab too is suffering from multiple environment problems such as fall in underground water table, water pollution, degradation of soil health and air pollution etc. Keeping this in view, it is proposed to create a special cell in DES to deal with environmental statistics. This unit will collect, analyse and disseminate environmental statistics.

(iv) An environmental statistical unit is also proposed to be set up in Punjab State Council of Science and Technology in which a post of Senior Scientific Officer is proposed to be new created for this purpose. This unit will deal with all environmental statistics in the state. IT infrastructure in this unit will be strengthening under SSSP. This unit will bring out annually a compendium on environmental statistical on regular basis.

15. Water Supply and Sanitation Statistics

3.15.1 The Chief Engineer, Water Supply & Sanitation, Punjab, located at Patiala, compiles water supply and sanitation statistics. There is no statistical staff deputed to this department. Currently, the statistical activities are being performed by non-statistical staff. Principal outputs are as under:

- Number of villages covered by rural drinking water supply scheme
- Number of identified water scarcity villages.
- Number of scarcity villages where water supply schemes commissioned.
- Monthly physical and financial progress reports on water supply and sanitation under 20-Point Programme.

The frequency of data collection is monthly.

Methodology

3.15.2 In the case of rural areas, statistics on drinking water and sanitation are collected through monitoring of implementation of several schemes that are currently under way in the State, and ad hoc surveys conducted from time to time. Junior Engineers at the Sub-division level are in charge of project implementation and in the process of project implementation collect information on available assets in villages, and works under way. Supervision is done by the Assistant Engineer to whom all data/information collected by the Junior Engineer is submitted for compilation at the Sub-division level and onward transmission to the Executive Engineer at the District level. This is scrutinized and compiled for the District and sent to the Superintendent Engineer in the concerned Division (for Rural Areas) and Project Division, headed by Superintending Engineer for Urban areas. The statistics is compiled for the division and sent to the Chief Engineer Water and Sanitation where it is scrutinized and consolidated for the State.

3.15.3 As concerns urban areas, the process of collection and compilation of statistics up to the District level is similar to that of rural areas as described above. The data compiled at the District level is sent to the Project Division headed by a

Superintendent Engineer. This data is scrutinized and tabulated separately for Municipal Corporations and Municipal Councils/Committees and sent to the Chief Engineer of the concerned Region, where the data is checked and forwarded to the Chief Engineer Water and Sanitation where it is further checked and compiled for the State.

Publications

3.15.4 There are no separate publications on water supply and sanitation statistics. These statistics are, however, published in the statistical compilations of ESO.

Deficiencies

3.15.5 The technical staff are collecting and compiling the statistical data for departmental use both in rural and urban local bodies, as such they are not concentrating on execution of works. Hence statistical work has to be assigned to the staff exclusively designated to that purpose. No publications are released by the department containing water supply and sanitation statistics. The electronic transmission of data is not established in the departments.

Suggestions

3.15.6 For strengthening the database following suggestions are made :

- Standardization of formats is required for qualitative and timely flow of information from village to district level.
- The technical and non statistical staff dealing with statistical activity in department may be provided proper training of statistical work and at least one post of statistical personnel be created for dealing with statistical work.
- Time series data on assets created shall be maintained at all levels and these data can be used for studying infrastructure potential availability used for meeting/planning for the future requirement.
- On line connectivity may be provided up to sub-divisional level with proper training to the personnel for timely flow of data.
- Convergence among the line departments such as Medical & Health, Ground water etc., may be developed through exchange of information for better

monitoring of water quality and sanitation.

- The existing cell in the office of Chief Engineer, Water Supply & Sanitation of may be strengthened with additional statistical personnel for collection and compilation of water supply and sanitation statistics from all municipal bodies.

Action Points under SSSP

3.15.7 The actions points under the SSSP are -

(i) To improve the efficiency of human resources proper training of latest statistical methods and use of IT techniques will be provided to all statistical and non-statistical personnel performing statistical work in the department.

(iii) One post of Statistical Officer is proposed to be new created for handling the statistical work in the department. For timely supply, analysis and dissemination of data IT infrastructure in this unit will be strengthened under SSSP.

(iii) The Statistical unit of department will bring out annually a publication on water supply and sanitation statistics on regular basis.

16. National Sample Survey

Present Status

3.16.1 ESO participates in the NSSO's programme of socio-economic surveys canvassing by NSSO's schedules for various rounds as a State sample. At present no report is brought out as the processing and tabulation of state sample data for various socio-economic surveys is not being done due to acute shortage of staff and hardware/software facilities. However, the DES, Punjab has started processing of 63rd round of NSS Data with its limited resources.

3.16.2 The National Sample Survey Organisation (NSSO) conducts large scale sample surveys since 1950 to fill up the data gaps required for computation of National Income and various other Macro Economic aggregates at National and at State levels. States are also advised to participate in these surveys to increase the sample size and pool the Central and State data to derive better results and to have sub-state level estimates required for estimation of GSDP and DDP etc.,

Deficiencies

3.16.3 The results of NSSO socio-economic surveys are not reliable at state level for parameters such as investment and more so at industry level and further at the district level. The sample size in the surveys for many activities is small resulting in large sampling errors and unreliability of estimates. Some of the examples of discrepancies, as far as the State concerned are:

- Workforce in the activity of maintenance and repairs of motor vehicles and sale of motor vehicles has decreased between 61st round and 55th round of Employment and Unemployment surveys.
- There are several discrepancies in workforce and the GVAPW of coaching and tuitions, education, human health, funeral related activities, both of them are lower in the 61st round as compared to those in the 55th round of Employment and Unemployment surveys.
- The workforce and GVAPW of State SES survey results are not being used in estimation of GSDP either independently or pooling with NSSO survey results as the results are not released in time.

Suggestions

3.16.4 To overcome the above inconsistencies, the following measures have been proposed:

1. Increase the State sample size to appropriate level to obtain better State and Sub-state level estimates.
2. The NSS field work is entrusted to all Investigators instead of entrusting to dedicated staff as is done now.
3. The State sample data and the central sample data (photocopies of filled in schedules of NSS made available by the NSSO (FOD) should be computerized and processed on quarterly basis on completion of each sub-round and results be released. But presently NSSO, GOI prepares this report on annual basis. State DES may prepare sub-round-wise report as per directions of CSO/NSSO, GOI.
4. Pool the Central and State sample data to arrive pooled estimates at State and Sub-state levels for each round.
5. District level reports for each round should be generated for the estimation of District Domestic Product and other District level estimates.
6. The State NSS division may be strengthened on the lines of NSSO .
7. State shall develop their own software for data entry and validation and the data entry shall be at District level for quick release of results.
8. After completion of each sub-round announce the provisional survey findings of that sub-round.

Action points under SSSP

3.16.5 Considering the above recommendations, the following action points has been identified for implementation under SSSP:

- The state will participate in the NSSO with an increased matching sample and will process the pooled data within the ESO.
- The ESO will tabulate round wise data as per the directions of GoI.
- Within the ESO separate cell may be created as per the directions of GoI on the lines of NSSO.
- The data entry part of the schedules will be carried out through outsourcing.

For the above activities, the expenditure will be met from grant under 13th Finance Commission.

17. Transport Statistics

3.17.1 The following agencies are responsible for generating data on transport:

Transport Statistics: State Transport Commissioner (STC) has the responsibility for statistical activities related to transport statistics. STC is the nodal agency for registration of all types of motor vehicles.

Road Statistics: PWD (Roads and Bridges Division) is responsible for road length statistics.

Road Accidents: The Police Department has responsibility for data on road accidents.

Passenger and Goods Traffic: The department of Transport/Punjab Roadways and PEPSU Road Transport Corporation compile statistics on passengers transported by their busses.

Principal Output -

Outputs of Transport Related Statistical Activities

| SN | Output | Responsible Agency |
|----|---|--|
| 1 | No. of registered motor vehicles by 'type' | STC |
| 2 | No. of newly registered vehicles | STC |
| 3 | No. of Drivers' and Conductors' licenses issued | STC |
| 4 | Revenues through taxes and fees | STC |
| 5 | Road length | PWD (Road Wing) |
| 6 | Statistics about road accidents, persons killed and injured, vehicles in road | Department of Police |
| 7 | Passenger Transported | Department of Transport/ Punjab Roadways and EPSU Road Transport Corporation |

Frequency

3.17.2 The frequency of data collection is as follows:

- Data on registration of vehicles and revenue are collected and compiled each month.
- Data on taxes and fees are collected on quarterly basis.
- The frequency of data collection on road length is annual.

- Road Accidents data and passenger transportation data are compiled on a monthly basis.
- Data on passengers transported by Department of Transport/Punjab Roadways and PEPSU Road Transport Corporation and is collected with a monthly frequency.

Methodology

3.17.3 Data on Registration of Vehicles: The data on registration of vehicles and other related parameters are compiled at the Regional Transport offices and data sent to the Commissioner of Transport every month, where state level reports are prepared and sent to the state and central government.

3.17.4 Data on Roads lengths (PWD): Information about road length is prepared by Jr. Engineer for his area, passed on to the sub division (A.En.), and to a division (Ex.Eng.) Circle (SE) and to the state (C.E.) Urban local bodies also provide data on road length within their respective jurisdiction.

3.17.5 Data on Public Transport System: The Depot Managers of PEPSU Road Transport Corporation and Punjab Roadways collect information about passenger Transported by each bus, on its return to the depot. This information is compiled at the depot offices and sent to the respective headquarters of PEPSU Road Transport Corporation and Department of Transport/Punjab Roadways on a monthly basis, where it is compiled for the state and released annually.

Time lag in release of data

3.17.6 There is a time lag of about 12 months in dissemination of data relating to number of vehicles, road length etc. and 24 months for road accidents, and passengers transported by road.

Publications

3.17.7 The data are published in the Annual Administration Reports of the Transport and Police Departments, and Annual Reports of PEPSU Road Transport Corporation and Department of Transport/Punjab Roadways. Selected transport statistics are also published by ESO in its annual publication - Statistical Abstract.

Statistical Returns

3.17.8 Standard, non-statutory forms are prescribed for reporting.

Deficiencies -Transport & Passengers and Goods Traffic Statistics

3.17.9 Major deficiencies are:

- The major data gap is non-availability of data on road transport especially passenger and freight transport in the private sector. The data collected in various formats are being used for the departmental use without consolidation as it is available through online. As the consolidated data is not available, it is not possible to assess the growth/down fall of the departmental activities viz., registration, licenses, tax etc.
- There are no publications by the transport authorities containing statistical data on transport. The information regarding category wise vehicles on road and life span of the registered vehicles is not available.
- The collection and compilation of data is not carried out by the statistical expertise personnel in PEPSU Road Transport Corporation. The non statistical personnel are deployed to carry out statistical activities in these departments.

Suggestions

3.17.10 Major suggestions for strengthening of the database are:

- Statistical cells in the RTOs may be strengthened with proper infrastructural facilities to compile such data furnished by the transport operators at the time of renewal of licensing and disseminate the same according to a prescribed format, to be finalised by keeping in view the data requirements for state income estimates.
- A computerised register of vehicles and driving license holders may be maintained in the Transport Department/RTOs.
- The following parameters may be incorporated in the software to maintain the data base at the Headquarters:

- a. Average age of vehicles
 - b. Gender-wise registration of vehicles.
 - c. Ownership pattern including gender.
 - d. Gender-wise driving licenses issued
 - e. Number of enquiries under RTI Act.
 - f. Number of licenses cancelled under drunk and drive cases
 - g. Number of electric/battery driven vehicles
 - h. Number of beneficiaries under LPG kit.
 - i. Number of vehicles off the road.
 - j. Bring out publication with data at district and State level
- The data on vehicles on road as per (a) NIC classification wise (6021, 60221 and 60231) and (b) NIC classification wise (6021, 60221 and 60231), alongwith life span of the registered vehicles needs to be developed which is required in the compilation of State Domestic Product.
 - Training to the staff engaged in the transport statistics may be provided to improve the quality on collection, compilation and analysis of statistical data.
 - A statistical cell may be established with statistical expertise personnel in the in PEPSU Road Transport Corporation. Transport Department for consolidation and analyzing the data to monitor the growth of the activity.

Action Points under SSSP

3.17.11 The action points under the SSSP are –

- (i) To improve the efficiency of human resources proper training of latest statistical methods and use of IT techniques will be provided to all statistical and non-statistical personnel performing statistical work in these departments.
- (ii) One post of Statistical Officer is proposed to be new created in PEPSU Road Transport Corporation to carry out statistical activities properly.
- (iii) 1 post of Assistant Director (Satanists) is proposed to be created in Transport

Deptt. to supervise the work of Statistical Cell.

(iv) For timely supply, analysis and dissemination of data IT infrastructure in statistical units of these department will be strengthened under SSSP.

(v) The Statistical units of all these departments will bring out annually a publication on relevant statistics on regular basis.

Roads and Road Accidents statistics

3.17.12 The categories of Roads are –i) National highways; ii) State highways; iii)Major district roads ; iv)Village roads; v)Forest roads; vi)Irrigation track roads, and; vii)Corporation/city municipal roads.

3.17.13 While construction and maintenance of national highways lies with the GOI, the state highways, major district roads, forest roads, come under the purview of PWD. The village roads come under the control of Rural Development and Panchayat Raj Departments. The corporations and city municipal roads are under the control of respective corporations and municipalities.

3.17.14 The consolidation of rural road statistics is the responsibility of the PWD (B&R). The Type of data collected on rural roads is, Length of asphalt roads, Cement concrete roads, WBM roads, Earthen roads, number of pipe & slab culverts, number of causeways and number of major and minor bridges. These data are collected yearly once and prepared for each financial year.

Deficiencies

3.17.15 The agencies are not bringing out any publications on road statistics and Road Accidents. The data collection mechanism is not computerised. The time-lag in the availability of data is also an area of concern. The collection and compilation of data is not carried out by the expert statistical personnel.

Recommendations

3.17.16 Following suggestions are made:

- PWD (B&R) may take up quinquennial road traffic census and annual traffic surveys on selected rural roads.
- ICT infrastructure may be provided in the collection of road statistics.
- Bring out an annual publication of the department entitled "Rural Roads at a glance" at district and state level by the Zilla Panchayats and PWD (B&R) .
- The statistical data on rural roads will be uploaded in the department and Zilla Panchayat website.
- Statistical personnel should be provided in Police department for collection and compilation of road accidents data.
- Training should be provided to statistical and non statistical staff who carrying out statistical activities in these departments.

Action Points under SSSP

3.17.17 The action points under SSSP, besides sending a request to the respective line departments to compile the above mentioned statistics, are–

- i) One post of Statistical Officer is proposed to be new created in Police department to carry out statistical activities properly.
- ii) To improve the efficiency of human resources proper training of latest statistical methods and use of IT techniques will be provided to all statistical and non-statistical personnel performing statistical work in these departments.
- iii) For timely supply, analysis and dissemination of data IT infrastructure in statistical units of these departments will be strengthened under SSSP.
- (iv) The Statistical units of all these departments will bring out annually a publication on relevant statistics on regular basis.

18. Statistics for Local Area Planning

Introduction

3.18.1 The decentralisation initiated by the 73rd and 74th amendments of the Indian Constitution has given greater responsibilities and powers to the Panchayats and Nagar Palikas as the third tier of governance offering a new era of opportunity for local planning, effective implementation and monitoring of various social and economic development programmes in the country. The Statistical System is expected to assist the various developmental agencies in this challenging endeavour.

3.18.2 The Government of India constituted a High Power Expert Committee under the chairmanship of Prof. Abhijit Sen, Member Planning Commission to look into all aspects related to development of basic statistics for local level development. The Expert Committee looked into data requirements, frequency of collection of data and redesigning of village schedule, institutional mechanism aspects i.e. linkages between different levels of Government with close interaction of States and made the following recommendations:

- 1) The Gram Panchayat should consolidate, maintain and own village level data.
- 2) The village level information may be collected uniformly by using the Village Schedule.

The following sets of data can be collected using this schedule:

- (a) Availability of basic facilities in the village Information on Assets available in the village viz. number of factories, business establishments, bridges, declared forest area, orchards, roads etc.
- (b) Distance of the village from nearest facilities.
- (c) Demographic status of villagers, including population, births, deaths, morbidity, migration, marriages etc.
- (d) Educational status of the villagers.
- (e) Land utilization statistics.
- (f) Data on livestock and poultry.
- (g) Number of market outlets.
- (h) Employment status of the villagers.

- 3) There will be periodic datasets which may be collected once in a year (may be in the month of April). These include data on population (both for age group and social group), total number of households, number of households headed by women, number of households below poverty line, data on morbidity and disability, number of literate persons, data on enrolment and drop out, land utilization in the village, number of market outlets etc.
- 4) Some datasets will be dynamic in nature and may be collected every month of the year. These include number of live births, still births and deaths, number of deaths of women, number of pregnant women, data on migration, total number of outdoor and indoor patients and their details, total number of marriages, number of street children, sex workers, beggars', incidence of violence against women, number of small-scale enterprises and workers therein etc.
- 5) The District Census Handbook contains almost all-basic indicators at village level, which can be used for local level planning. Since the Census data is available on decennial basis, there is a need to update the village level data on regular intervals. The State governments have to update the census information on annual basis so that year-wise information on all the basic parameters of village is available for local level planning. It is required to expedite availability of data at district and sub-district levels so that their validity does not diminish over time and they can be used for analysis and local level planning.
- 6) The village level registers should also be developed and maintained through compilation of village level statistics to have a continuous flow of data.
- 7) The village panchayat will take the basic responsibility of maintaining proper registers at their level.
- 8) Directorate of Economics and Statistics in respective states should play an important role in ensuring statistical quality and standards by providing the necessary guidelines and training to Panchayat staff in the consolidation and maintenance of local level statistics.
- 9) The compilation of village level statistics at the Gram Panchayat level being an

annual work, no additional staff would be employed for this purpose. The existing staff, particularly the Panchayat Secretary in coordination with Anganwadi Workers, ANMs and Revenue Officials will take up this work.

Present Position

3.18.3 The Punjab State Government has accorded the highest priority to decentralised Planning. In order to meet the felt local needs effectively at the grass root level, planning and implementation of certain schemes have already been decentralized. The outlay devolved to the District Planning Committees for implementation of district plan schemes are categorized into following four components:

- i) Beneficiary Oriented Schemes
- ii) Areas Specific Schemes
- iii) Infrastructure schemes and
- iv) United Funds.

3.18.4 Data is collected from various sources at the district, block and village levels by ESO. For example, data on population by age, sex and rural/urban residence, work force (classified as main and marginal workers as cultivators, agricultural labourers, workers in household industries and others, main workers classified by industry and occupation), literacy and education, and other variables are available at District/Town/Village levels from the population census (latest 2001) - Directorate of Census Operations, Punjab.

Data is also collected on economic and social infrastructure form several sources as indicated in the table below.

Table: Data Parameters and Sources: Economic and Social Infrastructure Data

| SN | Nature of data | Level | Latest | Organisation |
|-----------|---|---------------------|---------------|-----------------------|
| 1 | Land use | District | 2008-09 | Director Land Records |
| 2 | Average and actual rainfall | District/ Centre | Jul-09 | Dir. of Agriculture |
| 3 | Area, production & yield per hectare of important crops | District | 2008-09 | Dir. of Agriculture |

| | | | | |
|----|--|----------|---------|------------------------------------|
| 4 | Forest area and produce | District | 2007-08 | Chief Conservator of Forests |
| 5 | Cattle population | District | 2007 | Director Animal Husbandry |
| 6 | Livestock products | District | 2009-10 | Director Animal Husbandry |
| 7 | Fish production | District | 2009-10 | Director & Warden of Fisheries |
| 8 | Registered SSI units (No., employment, production) | District | 2008-09 | Director Industries |
| 9 | Medium and large units | District | 2008-09 | Director Industries |
| 10 | Factories and employment | District | 2009-10 | Director Industries |
| 11 | Electricity generation and consumption; electrified villages | District | 2009-10 | PSPCL |
| 12 | Length of roads by type and category | District | 2007-08 | Roads & Bridges wing of PWD |
| 13 | No. of registered motor Vehicles | District | 2008-09 | State Transport Commissioner |
| 14 | No. of schools, and enrolment | District | 2008-09 | Directorate of Public Instructions |
| 15 | Health institutions | District | 2008-09 | Director-Health & FW |
| 16 | Achievements under rural development programmes | District | 2009-10 | Rural Development/ ESO Punjab |

Pilot Project on BSLLD

3.18.5 Based on the recommendation of the Prof. Abhijit Sen Committee, the CSO has taken up a Pilot Project called Basic Statistics for Local Level Development (BSLLD) in 50 selected districts in the country. In Punjab, Rupnagar District was selected. All other districts are likely to be covered in a phased manner.

Village Directory

3.18.6 The Village Directory is already annually prepared by the Field Operation Section of ESO, which covers over 250 items of village-wise data. This village/block-wise information is annually collected by Investigators posted at Block level and forwarded to state headquarter by District Statistical Offices after scrutinizing. At State level this information is compiled district/block-wise for the preparation of

Village Directory. Village Directory of each district of the state has been placed on website since 1998-99.

Deficiencies

3.18.7 There is one post of Investigator in each Community Development Block to collect necessary statistical information from each of village in Block every year to be incorporated in Village Directory. This is the main grass root level functionary in ESO who is responsible for collection of all type of information including information for the surveys too assigned by Central and State govt. time to time. By the time, the number of Blocks has been increased from 112 to 142 the but posts of Investigators has not been increased according to Blocks. At present there are 112 sanctioned posts against 142 Blocks. On the other hand many posts of are lying vacant. Therefore, the work of collection of information is being seriously affected.

3.18.8 At present on statistical machinery exists for the collection of grass root level information in urban sector. In the Department of Urban Local Bodies too, there is no statistical cell for this purpose. So the urban sector is totally neglected in this regards.

3.18.9 For the rural area too, the only one post of Investigator in each block is not sufficient for collection of data. The statistical work is to further increase with the implementation of ISSP project, 13th Finance Commission's recommendations and BSLLD Survey.

Suggested Action Plan

3.18.10 The suggestions are-

Several attempts are being made by the State and Central Governments for building up a database at Village/GP level. However, none of them are standardized or exhaustive enough to meet the needs of various Departments functioning at gross root level. Therefore, there is a need to develop a "comprehensive database" at habitation/village/GP level to meet the requirements of all Government Departments/Agencies.

The following steps need be taken to improve the status of statistics required for local area planning:

- a) Collection of data in respect of Basic Statistics for Local Level Development (BSLLD) in the formats namely schedule A and schedule B respectively prescribed by the Central Statistical Organisation (CSO) through the GPs in districts including those commenced during 2009-10
- b) Compilation of data so collected through the software supplied by the CSO
- c) All Village Maps with Habitations be digitized
- d) The data to be collected is planned to be presented department wise/item wise graphically for all Villages/Blocks.
- e) The said Maps are planned to be supplied to all Village/Gram Panchayat level officials and non-officials for display
- f) The village level survey is repeated on annual basis with 1st April as reference period.
- g) Survey to be completed between 15th to 30th April of every year
- h) Consultation meetings need to be held with the stakeholders to standardize the formats.
- i) Consultation meetings need be held with the stakeholders for determination of parameters on which data is to be collected by ULBs
- j) Development or modification of the software suiting to the needs of PRIs and ULBs.
- k) Commence collection and computerization of data in the formats designed after the consultation meetings
- l) The Block Statistical Units should be created in all the blocks with the responsibility of training the basic workers and to interact with all the nodal departments in the collection of Statistics
- m) The Block Statistical Officer should be designated as the nodal officer for all planning and statistical activities in the block
- n) Build the capacity of local body personnel in the collection, compilation and analysis of data and also in ICT and bring out reports at local body, block, and district level
- o) District Planning Committees will monitor the collection of statistics and their use in the planning, monitoring and evaluation purposes by the PRIs and ULBs and advise them suitably
- p) Bringing out publications at district and state level with detailed analysis of data

- q) Uploading important data on the departmental websites
- r) Hold workshops with the members of PRIs and ULBs to get their opinion about the data generated and their use
- s) Modify the parameters according to the opinions expressed in the workshops.
- t) The statistical machinery should be further strengthened at Block level by establishing a Block Statistical Office as per the recommendation of NSC's Report (2001).
 - ii) A Statistical Cell should be established in the Department of Urban Local Bodies at state, Regional and Municipal Corporation level for collection ,compilation and dissemination of grass root level urban statistics.
 - iii) The proposed Block Statistical Offices and Statistical Cell in Department of Urban Local Bodies be provided with IT infrastructure.

Action Points under SSSP

3.18.11 The action points under SSSP are –

- i) A Block Statistical Office (BSO) is recommended to be set up in each of 142 Blocks. Each BSO will have one posts of Block Statistical Officer (ARO) and 2 of Investigators. Block Statistical Officer will be incharge of BSO and Investigators will collect the information in field. BSO will be equipped with IT Tools and internet connectivity for online transmission of data to district and state office of ESO. For the movability, each BSO will be provided with a Motor Cycle.
- ii) To bridge the gap in urban statistics it is proposed that a statistical cell may be created at three levels i.e. State, Regional and Municipal Corporation level in Department of Local Govts. The composition of these cells will be as under:

| SN | Statistical Cell level | Composition | Remarks |
|----|--------------------------------|--|--|
| 1 | State | Deputy Director -1 Statistical Officer-1 Statistical Assistant-2 | To co-ordinate & compile data of all sub state statistical units of Urban Local Bodies. |
| 2 | Regional Deputy Director | Statistical Officer-1 Statistical Assistant-4 | This cell will be created in each of the six regional level offices which will collect data for all committees under its jurisdiction. |

| | | | |
|---|-----------------|--|--------------------------------------|
| 3 | Municipal Corp. | Statistical Officer-1 Statistical Assistant-1 | For each of 5 Municipal Corporation. |
|---|-----------------|--|--------------------------------------|

ii) The proposed statistical cell in Department of Local Govts. will be provided with IT Tools.

19. Welfare Statistics

3.19.1 Political system based on the premise that the government has the responsibility for the well-being and welfare of its citizens, by ensuring that a minimum standard of living is within everyone's reach. The Welfare State is a concept of government in which the state plays a key role in the protection and promotion of the economic and social well-being of its citizens. In the preamble of the Constitution, it was stated that the Democratic India is stated as Welfare State. This commitment is translated into provision of Welfare Department which undertakes the responsibility in the State for free education and education advancement , Socio-Economic development, welfare and Protection of SC, ST, BC and women & Children.

3.19.2 In Punjab every year significant amount in the budget is earmarked for the welfare of the SC/ST/ BC/ minorities/ women & Child welfare from the resources. The major activity of the welfare departments is enhancing the opportunities of the respective community people to access the quality education through various educational programmes by providing hostel facilities and scholarships. The main objectives of the welfare departments are Protection of weaker section of the people and implementation of social security programmes like rehabilitation oppressed, and protection of their rights.

3.19.3 The welfare sector broadly covers the following groups : 1. Scheduled caste; 2. Backward Caste; and 3. Women & Child Welfare, etc.

3.19.4 All the above Departments are closely monitoring the programmes and expenditure on a regular basis and report to Government of India / State Government. However, certain deficiencies are observed in collection, compilation and preservation of time series data on the number of beneficiaries covered year-wise. Evaluation of the programmes is not attempted on regular basis to strengthen the implementation process from time to time.

3.19.5 The following suggestions are made for improvement of quality, consistency, reliability and timely flow of the data for each of the departments.

1. Social Welfare Department

- a. The Department is maintaining statistical information regarding District/scheme wise sanctioned/disbursed cases, targets and achievements,

purpose-wise, caste-wise and range-wise data, year-wise statistics of various schemes, etc.

b. The Statistical personnel should be provided for maintaining statistical records regarding are welfare schemes.

c. Apart from expenditure monitoring evaluation of various schemes implemented by the department may be considered.

d. Annual publication on departmental activities may be brought out.

e. Index on the mess charges and other charges paid to the boarders may be constructed annually.

2. Welfare of SCs and BCs Department

a. Welfare Department is implementing a good number of welfare programmes Viz., Pre-metric Scholarships and Post Metric Scholarships and maintaining the hostels in the same manner of SW department.

b. The Statistical personnel should be provided for maintaining statistical records regarding are welfare schemes.

c. Apart from expenditure monitoring evaluation of various schemes implemented by the department may be considered.

d. Annual publication on departmental activities may be brought out.

e. Index on the mess charges and other charges paid to the boarders may be constructed annually.

3. Women & Child Welfare Department

1) The Department of Women and Child Development, which is the nodal Department for various developmental planning for women, does not have a Statistics cell. Therefore, a Statistical cell is required.

2) Apart from the expenditure monitoring , an evaluation of various schemes implemented by the department may be considered.

3) Publications on gender Statistics, Child Statistics and Physically-Challenged statistics may be brought out annually.

4) Indicators of gender disparity such as equity index should be computed at State level taking into account the data available on socio-economic variables. CSO should develop appropriate methodology for computing Human Development Index (HDI) and Gender Development Index (GDI) at State level.

Studies should be conducted using gender related data to highlight existing gender disparities.

5) Trainings on a regular basis may be conducted for all the ICDS Blocks and Anganwadi centers on submission of Statistical returns

Action Points under SSSP

3.19.6 These activities being primarily administrative activities of the government, the recommendations mentioned above will be forwarded to the concerned agencies for implementation.

3.19.7 IT infrastructure is being provided for carrying out statistical activities in the department of Social Security and Women & Child Welfare and Welfare of SCs/BCs under SSSP. One statistical cell in each of these departments is recommended to be created for statistical works at head office level. At the sub state level the statistical work will be performed by non-statistical staff for which proper training will be provided to these personnel alongwith statistical staff to be newly created. The proposed Statistical Cells of these Departments will bring out annually a publication on relevant statistics on regular basis.

CHAPTER-4

RECOMMENDATIONS OF THIRTEENTH FINANCE COMMISSION

4.1 To strengthen the Statistical System at District and State Level, Thirteenth Finance Commission (FC-XIII) has recommended a grant of Rs. 616 crore for all states over its awarded period 2010-11. Under this, FC-XIII has recommended Rs. 20.00 crore to the Punjab State @ Rs. 1.00 crore per district, which is meant primarily to improve statistical system in the districts. It is a 100% centrally sponsored scheme. At least 75% of the grant is to be spent at the district level to strengthen statistical system for the activities not covered under the "India Statistical Strengthening Project (ISSP)" and 1/4th may be used at State Level. With this grant statistical system will be able to provide comprehensive & standardized economic & social data to strengthen policy decisions.

4.2 FC-XIII has recommended that:

- (i) The measurement of GSDP across states should be standardized.
- (ii) All States should generate district income statistics in accordance with the guidelines of the Central Statistical Organisation (CSO). These are to be validated at the national level to ensure comparability.

4.3 FC-XIII has also noted the need to:

- i) Measure Gross State Domestic Product (GSDP) at market prices consistent with national estimates instead of at factor cost.
- ii) Estimate green GDP/GSDP to evaluate the depreciation of natural resources and consider loss of income due to environmental degradation.
- iii) Measure cost disabilities, which is important as cost of services varies across states due to various factors. In order to estimate cost disabilities of states, data is required on quantifiable measure of the level of various services available in different states and the corresponding unit cost.

- iv) Measure inter-regional trade data to provide insights in an inter-regional frame works.

4.4 As per these guidelines issued by MOF, GOI each State is required to prepare expenditure plan. States are also required to constitute a High Level Monitor Committee (HLMC) under the chairmanship of Chief Secretary of State to approve/modify the expenditure plan and for supervision of its implementation. The expenditure plan will be finalized after approved by a Group constituted at Central Govt. level. This plan may be modified at any time with the concurrence of this group. As per Guidelines States must include following milestones in their respective expenditure plan.

- (i) Preparation and maintenance of Business Register at District Level.
- (ii) Preparation of Local Bodies Accounts by collecting data on receipts and payments of these bodies.
- (iii) Improvement of data in respect of Farm Activities.
- (iv) Pooling of Central and state sample data for generating district level parameters.
- (v) Providing network connectivity among districts and with State Headquarters.

4.5 The installment wise steps to be taken under above milestones are as under:

| Preparation and maintenance of Business Register at District Level | |
|---|---|
| 1 st Installment | i) Listing of the State/district level authorities meant for registration of legal entities with the complete official addresses and designation of the officer responsible for providing information |
| | ii) Listing of the items of statutory information at the time of registration separately for each type of institution. |
| | iii) Development of database in electronic form for consolidation of all such information available. |
| 2 nd Installment | i) Updating of business register developed from the 1st installment of the grant. |
| | ii) Preparation of a list of non-farm unincorporated enterprises using the |

| | |
|--|---|
| | database available with the local bodies. (e.g. sole proprietorship enterprises, partnership enterprises). |
| 3 rd Installment | Collection of micro level data on the basis of a sampling design for compilation of district income estimates for organized sector of the economy. |
| 4 th Installment | Collection of micro level data on the basis of a sampling design for compilation of district income estimates for unincorporated sector of the economy. |
| Providing network connectivity among districts and State headquarters | |
| 1st Installment | i) Assessment of software and hardware requirements of the districts for connectivity with the State headquarters in a Wide-Area Network. |
| | ii) Identification of existing hardware and software available in the districts, integrating their use for the purposes specified under this grant. Purchase of any additional hardware items. |
| 2nd Installment | i) Operationalisation of the connectivity of the State headquarters and all the district offices. |
| | ii) Development of applications suitable for transmission of district level data to State and national agencies for sharing of data. |
| Preparation of accounts of Local Bodies | |
| 2nd Installment | Collection, tabulation and consolidation of data on Receipts and Payments from 30% of the Local bodies. |
| 3rd Installment | Collection, tabulation and consolidation of data on Receipts and Payments from 30% of the Local bodies |
| 4th Installment | Collection, tabulation and consolidation of data on Receipts and Payments from 40% of the Local bodies. |
| Collection of Farm Activity Data | |
| 2nd Installment | Identification of 10 major crops in the district and collection of estimates of cultivated area, production and peak period arrival prices at primary market for these crops, from either the existing administrative records or through studies to compile these data. |
| 3rd Installment | Conducting of cost of cultivation studies for important crops and their dissemination for the use of estimating district level Gross Value Added (GVA). |
| 4th Installment | Collection of data on production and prices for Horticulture and other crops, either from the existing administrative records or conduct studies to compile |

| | |
|--|--|
| | it. Use of these data in estimation of District Income. |
| Pooling of the Central & State sample survey data | |
| 2nd Installment | Survey data of respective NSSO rounds to be pooled; data to be compiled and report prepared. |
| 3rd Installment | Use of pooled data on relevant parameters for compilation of district income estimates. |

Action Taken

4.6. In pursuance of the guidelines High Level Monitoring Committee (HLMC) headed by Chief Secretary, Govt. of Punjab has been constituted. An Expenditure Plan for the entire grant i.e. Rs. 20.00 crores has been prepared and got approved from HMLC and submitted to Group headed by Additional Director General (NAD), CSO, MOSPI, GOI for its approval.

4.7 Installment-wise proposed allocation at State and District level is as under:

Table 4.1 Installment-wise proposed allocation at State and District level
(Rs. in lacs)

| SN | Installment | Allocation | | |
|----|--------------|---------------|----------------|----------------|
| | | State Level | District Level | Total |
| 1 | 1st | 60.30 | 205.00 | 265.30 |
| 2 | 2nd | 99.20 | 461.60 | 560.80 |
| 3 | 3rd | 102.80 | 313.30 | 416.10 |
| 4 | 4th | 103.80 | 364.50 | 468.30 |
| 5 | 5th | 58.50 | 231.00 | 289.50 |
| 6 | Total | 424.60 | 1575.4 | 2000.00 |

4.8 The activity-wise & installment-wise proposed allocation is as under:

Table 4.2 Activity-wise & Installment-wise proposed allocation

(Rs. in lacs)

| SN | Major Head | Installment-wise Fund allocation | | | | | |
|----|---|----------------------------------|--------|--------|--------|--------|---------|
| | | 1st | 2nd | 3rd | 4th | 5th | Total |
| 1 | Preparation and maintenance of Business Register | 137.50 | 102.50 | 124.30 | 124.30 | 0.00 | 488.60 |
| 2 | Preparation of Local Bodies Accounts | 0.00 | 82.70 | 69.20 | 89.70 | 0.00 | 241.60 |
| 3 | Improvement of Data in respect of Farm Activities | 0.00 | 59.90 | 61.90 | 98.60 | 0.00 | 220.40 |
| 4 | Pooling of Central and State Sample data | 0.00 | 72.90 | 67.90 | 67.90 | 67.80 | 276.50 |
| 5 | Providing network connectivity among districts and with state headquarter and procurement of IT equipments. | 10.00 | 150.00 | 0.00 | 0.00 | 0.00 | 160.00 |
| 6 | Consolidation & compilation of industry-wise data for GSDP & DDP | 0.00 | 0.00 | 0.00 | 0.00 | 168.90 | 168.90 |
| 7 | Training by CSO | 25.00 | 55.00 | 55.00 | 50.00 | 15.00 | 200.00 |
| 8 | Consultancy/Experts Services | 37.80 | 37.80 | 37.80 | 37.80 | 37.80 | 189.00 |
| 9 | Generator Sets | 55.00 | 0.00 | 0.00 | 0.00 | 0.00 | 55.00 |
| | Total | 265.30 | 560.80 | 416.10 | 468.30 | 289.50 | 2000.00 |

4.9 Above Expenditure Plan has already been sent to MOSPI and Ministry of Finance, GOI, on the basis of which concerned Ministry has accorded approval to release the 1st instalment of grant to Punjab.

4.10 Although FC-III grant will also be used for improvement in Statistical System, yet it is not included in the Plan size of PSSSP. No provision has been made in the PSSSP for the activities covered under FC-XIII grant.

CHAPTER-5

THE VISION, GOALS, PRIORITIES, STRATEGIES, KEY OUTPUTS & OUTCOMES AND SWOT ANALYSIS OF PSSSP

Vision for the State

5.1 In light of the assessment of needs and analysis of the current situation in the state, the State has adopted the following Vision for the Punjab SSSP:

"The statistical system in the state shall provide, within the decentralized structure of the system, reliable, timely and credible social and economic statistics to assist decision making within and outside government, underpin the efforts to promote economic and social development."

The Mission of the State

5.2 The MISSION, for the State Statistical System is to develop a coherent and consistent system of data collection, analysis and dissemination. Such strengthening would help to improve the credibility, timeliness, reliability alongwith adequacy. It would also need to ensure the data generated at different levels are comparable both across time and space.

5.3 The Mission seeks to

- produce statistical outputs covering the 20 key activities enumerated in the NSSP and carry out, to the extent possible, such refinements and improvements as suggested by the National Statistical Commission and the National Statistical Office.
- assist the line departments
 - to increase the coverage to ensure comprehensiveness of the data collected;
 - to refine the concepts, definitions methodology and procedures;
 - to Improve the levels of accuracy and reliability; improve the quality of presentation of data, both with reference to timeliness and ease of use.

- promote appropriate practices in Human Resources Management so as to attract and retain the right persons for statistical services in government and local bodies; and ensure their appropriate deployment so as to bring out their maximum potential.
- engage in capacity building covering all persons involved in statistical activities - down to the functionaries at the village level - to ensure that they possess necessary skills, professional competence and high levels of motivation and integrity to fulfil the Mission.
- promote applications of science and technology; in particular, develop the potential of ICT to ensure timeliness through speedy and error free transmission of data, resulting in savings of time and energy.
- build up capacities for conducting studies and surveys and develop capabilities for outsourcing such work – particularly in areas where outputs of current system are found deficient.
- promote transparency of operations and ensure easy access to users through developing websites/web portals particularly in respect of 20 key statistical activities.

Strategic goals and strategies

5.4 Strategic goals and strategies are as under:

Goal 1: Raise awareness of the role of statistics in administration in the state.

Strategy:

1. Conduct seminars on the role of statistics in administration for senior administrators.
2. Conduct interactive sessions among Statisticians in the State line departments.

Goal 2: Effective implementation of "The Collection of Statistics Act 2008".

Strategy:

1. Issue a comprehensive circular to all departments of government about the Act.

2. Conduct a workshop for senior officers and academicians to apprise them of the provisions of the Act and the role of the departments.
3. Conduct a training programme on the provisions of the Act to all statistical personnel.

Goal 3: Bring about better coordination among data producers.

Strategy:

Establish a separate coordination division in the ESO to oversee the –

1. Implementation of Collection of statistics Act 2008 and Nodal functions of ESO;
2. Conduct structured meetings of all departmental statisticians to review the activities and performance of SSS;
3. Constitute district level committees under the chairmanship of District Collector with DESA as member secretary to coordinate statistical activities and improve data production process;

Goal 4: Raise the accuracy and reliability of statistics

Strategy:

1. Train staff of ESO and line departments on the CSO technical specifications, data assessment techniques and data collection techniques to the appropriate level for their responsibilities;
2. Ensure effective coordination among stakeholders to produce compatible statistics, meeting quality standards;
3. Improve the amount and quality of supervision of data collection Level;
4. Establish the statistical infrastructure needed to produce good economic and social statistics;
5. Focus on 20 key statistical activities to provide reliable, credible and timely data in the first instance and extend this to the entire state statistical system;
6. Conduct type studies to improve the base level data wherever needed;

Goal 5: Raise the usefulness and relevance of state statistics

Strategy:

1. Improve IT facilities to meet the proposed standards for periodicity and timeliness of available data sets.

2. Embed high levels statistical competence in public agencies engaged in statistical activities
3. Establish the capacity / system to meet with users regularly to understand their needs

Goal 6: Understand and meet user needs more consistently

Strategy:

1. Consult with users on a regular basis about their needs and the extent which available data sets meet those needs;
2. Bring out annual reports containing analytical data and also disseminate through departmental website for easy and better accessibility to users;
3. Ensure that metadata is prepared and made available with the data;
4. Identify suitable monitorable indicators for review and improvement, keeping the various objectives of the department in view and the schemes implemented.
5. Increased use of electronic forms of dissemination
6. Endeavour to prepare metadata of 20 key statistical activities

Goal 7: Supplement statistical data with analytical work

Strategy:

1. Establish competence for sustained research and analysis
2. Enhance the capacity of in-house personnel to carry out analytical work
3. Augment in-house skills for writing technical and scientific reports conforming to national and international standards.

Goal 8 : Develop efficient management structures and operations

Strategy :

1. Train effective senior officers in modern management of a statistical institution
2. Acquire and apply ICT for improving efficiency of operations

Goal 9 : Adopt appropriate Human Resources Management practices
Strategy:

1. Modify Recruitment Rules and procedures to ensure regular inflow of persons of high talent and integrity in relation to the changing needs
2. Develop alternate methods of induction of talent to mitigate the difficulties arising from current procedures of recruitment.
3. Improve access to training courses, both within the State and outside, at different stages in the career of officials, to help them to meet changing expectations.

Goal 10: Enhance the status of ESO

Strategy:

1. Elevate the status of HoD of ESO to the level of Secretary to Government and redesignate as Director General.
2. Fill the vacant posts at all levels;
3. Provide adequate resource for implementation of SSSP;
4. Provide Head office of ESO with new work supportive, conducive environmental and IT compatible building.
5. House district statistical offices in own accommodation or in government premises;
6. Establish strong inter communication links between ESO and national level statistical organization in all central ministries, other state SSBs, district statistical offices and departmental statistical divisions and private users.

Goal 11: To carry out and improve the 20 key statistical activities according to specified national standards.

Strategy:

1. Bridge identified data gaps through periodic surveys & studies.
2. Fill the vacant posts in ESO and Statistical cells of line departments related 20-KSA.
3. Provide regular adequate trainings to all statistical and non-statistical personnel performing key statistical activities.
4. Provide adequate IT and automation equipments in statistical units relating to key statistical activities.

5. Bring about better co-ordination among DES and statistical cells of key line departments.
6. Introduce statistical audit to produce reliable and credible data.
7. Take needful steps to improve timeliness, consistency and credibility of data and raise its standard upto minimum national level.
8. Improve accessibility of data and metadata to the data users.

Key Outputs and Outcomes

5.5 Based on the critical assessment of the State Statistical System in general and the 20 key Statistical activities in particular the goals and strategies have been planned and are expected to produce the following key outputs and outcomes:

Key Outputs:

1. DES will effectively perform its role as the nodal statistical body in the State.
2. Extensive use of ICT in the data transmission, compilation, validation, retrieval and Dissemination of data.
3. Establishment of better co-ordination among data providers, producers, compilers and users.
4. Better skills of statistical personnel in performing their activities through capacity Building.
5. Filling up of 100%t vacant posts in DES and Statistical Cell of line Departments.
6. Re-organisation and creation of posts of statistical personnel wherever necessary.
7. The following activities, not carried out now, will be operational:
 - i) Estimates of District Domestic Product.
 - ii) Estimation of contribution of Local bodies.
 - iii) Preparation and maintenance of Business Register including NPIs at District level.
 - iv) Tabulation, analysis and dissemination of sample survey data and its use in State/District Domestic Product Estimation.
 - v) Publication and dissemination of statistical reports by DES and line departments.
 - vi) Regular data producer and user interaction.

- vii) Compilation of Gender, Environment and Infrastructure Statistics.
8. The following activities, partly undertaken now, will be fully in place.
 - i. Estimates of Capital formation and Savings.
 - ii. Data on major fiscal variables.
 - iv. Data required for monitoring and evaluation by the departments.
 9. Departments will upload their data with description and methodology on website.
 10. DES posts "State Summary Data Page" on its website and links it with the line Departments' website.

Key Outcomes

1. A state statistical system that provides reliable, timely and credible social and economic statistics for decision making within and out side government and that stimulates research and debate.
2. Sectoral statistical systems which follow sound and standard methodologies
 - a) Improved and high quality data
 - b) Improved timelines/reduced time gaps
3. Dissemination of data through publications and websites with advance calendar.
4. Highly analytical reports that will aid micro planning and operation research.
5. Improved Local area planning both in rural and urban area.
6. Data on indicators for key performances in the social and infrastructural sectors.
8. Analysis of data to monitor & evaluate the outcomes of the schemes.

SWOT Analysis of PSSSP

5.6 Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis is the examination of an organisation's internal strengths, weaknesses its environment opportunities and threats. It belongs to the analysis part of a strategic planning process and helps decision makers to focus on key issues. The purpose of SWOT analysis is to isolate key issues and to facilitate a strategic planners usually limit their efforts to those issues that have the most impact on the situation. Generally strengths and weakness are internal factors and opportunities and threats are

external factors. The **SWOT analysis of PSSSP** is presented in a tabular form as under:

| (I)Strength | (II)Weakness |
|---|---|
| <ol style="list-style-type: none"> 1. Well established organisational set up. 2. New, young and energetic Leadership. 3. Capacity to harness IT. 4. Existing technical skill in different area of statistics. 5. Existing physical infrastructure. 6. Statistical Legislations in some key Statistical activities. | <ol style="list-style-type: none"> 1. Absence of comprehensive statistical Act. 2. Absence of statistical advocacy and awareness. 3. Non-conducive work environment. 4. Large scale vacant posts of statistical personnel. 5. Continued attrition due to retirement and non-filling up of vacant posts. 6. Absence of statistical common cadre and common service rules. 7. Weak coordination, collaboration, networking and information sharing. 8. Lack of IT and automation equipments. 9. Lack of HR Development Strategy. 10. Inadequate data desegregation. 11. Limited analytical capability. 12. Lack of proper dissemination policy. 13. Lack of timeliness of data. 14. Lack of trainings. 15. . Low status of DES vis-a vis other HoDs. 16. Saddled staff of ESO and statistical units of line departments with non-statistical works. |
| (III)Opportunity | (IV)Threats |
| <ol style="list-style-type: none"> 1. Increasing demand for reliable and timely data. 2. Recommendations of NSC (2001) to strengthen State Statistical Systems. 3. Initiations of GOI to implement the recommendations of NSC (2001) through the ISSP project and FC-XIII recommendations. 4. International partnership and support for statistical development & advancement of it. 5. The commitment of GOI to strengthen State Statistical System except manpower. 6. Implementation of Collection of Statistics Act 2008. | <ol style="list-style-type: none"> 1. Non-commitment of State Govt. for filling up vacant statistical posts in state. 2. High attrition rate on account of retirement and non-filling up of vacant posts. 3. Inadequate funding from State and Central Govt. 4. Coordination of line departments in creation of common cadre. |

5.7 Funds to be provided under ISSP project and FC-XIII recommendations for strengthening/improvement of State Statistical System do not cover the component of manpower. It is therefore imperative and also a matter of priority that the State Govt. may kindly favourably consider the issue of according the requisite gracious

sanction for the filling up of vacant posts (as stated in para 7.16, 7.31 and 7.32) and for creation the utmost/bare minimum additional posts (as mentioned in para 7.17 and 7.33 to 7.37) to enable the state's designated Nodal Statistical Agency viz the ESO to accomplish all the challenging tasks and various commitments given under the PSSSP in a smooth, successful, time-bound and optimal/cost-effective manner. It may be relevant to point out and, for that matter, even highlight the rather obvious fact that the proposal made hereunder will be in the category of very high level benefit-cost-ratio yielding proposition, given the ever growing importance of making available all the relevant, qualitatively sound and credible statistics to policy makers in time and without fail.

CHAPTER-6

HUMAN RESOURCES DEVELOPMENT & STATISTICAL TRAINING & RESEARCH INSTITUTE

At the National Level

6.1 In order to equip the country's huge statistical personnel updated with newer practices in the official statistics and data management under the overall domain of human resource development, which is a challenge in itself, there is an urgent need for technical enhancement of the capacity of the Central Statistical Office (CSO). This huge responsibility has recently been entrusted to the **National Academy of Statistical Administration (NASA)** working under the Training Division of the CSO. The task is to develop an effective strategy of training, a calendar of training programme and to implement it. The strategy entails conducting of both induction and refresher training in-house programmes at the NASA and outsourced trainings in several reputed and specialized institutions. The programmes cater to the need based training of the statistical personnel working in the Central Government, namely the ISS officers and the SSS officials, whose cadre is managed by the Ministry of Statistics and Programme Implementation (MOSPI) and the statistical officers and officials from State/UTs Governments and Public Sector Undertakings, in the identified areas.

At the State Level for Punjab

6.2 Directorate of Economics and Statistics (DES) is the most important government agency where, alongwith regular statistical activities, statistical exercises in the form of Censuses, Surveys and Studies covering all the sectors of economy are undertaken periodically. At state level it is the nodal department for all statistical activities of the state. To improve the technical capabilities of the staff and officers of the State Statistical System with a view to cope up with various changes taking place in the state, national and global economic conditions, there is a need to provide training to statistical officials in state in new statistical applications in official statistics, techniques of survey & data management, monitoring and evaluations, Information Technology, GIS forecasting and administration of official statistical system.

6.3 The staff of DES have to be trained on the latest/modified methodologies from time-to-time to enhance/upgrade their technical skills. There are total 501 sanctioned posts of technical staff in DES, Punjab at various levels. This staff is involved in collection and compilation of various data sets required for estimation of GSDP and Capital Formation and other important activities. For this number of Surveys/ Censuses are to be conducted on regular intervals. As such all the statistical personnel needs to be trained on each of the item/subject taken up for survey.

6.4 The DES, Punjab obtains data from several line departments like Agriculture, Horticulture, Fisheries, Forestry, Education, Industry, Electricity, Labour, Revenue etc., for its use in estimation of GSDP and other Statistical and Planning activities. These departments also collect, compile and disseminate statistical data for their own use or for transmitting it to respective central ministry. In many of these departments staff involved in handling statistical activities of their departments are not statistical professionals. Hence they need to be trained on a continuous basis on all statistical activities. There are 1212 statistical personnel at various levels working in various line departments who are required to be trained from time to time.

6.5 In order to meet the current and future needs of the policy makers there often arises needs and challenges in terms of methodology, coverage and application aspects of different schemes in the statistical system. The Government also entrusts such responsibilities to the DES to take up different types of object specific studies for formulating the policies both in the short and long run. To execute the technical works in the statistical system very effectively, the government statistician should possess updated knowledge and has to maintain a good standard of versatility, which could be made possible only through training.

6.6 At present, DES Punjab does not have any systematic training system and it lacks suitable infrastructure in the form of modern classrooms, computer labs and trainers etc. Under the ISSP, DES is supposed to act as nodal department and has to discharge the responsibilities of providing required training to statistical personnel working in various departments of the state to achieve the goals & objectives

prescribed under ISSP & FC-XIII. Therefore, the knowledge and capacities of statistical staff have to be enhanced manifold for which establishment of high profile independent and well equipped training Institute will be a viable proposal. In this area, lot of improvement is required for getting the desired statistical outputs as most of the available manpower is not equipped with modern statistical tools and research and analysis techniques. It is also pertinent to mention that some of them do not have even statistical background.

6.7 Despite existing 1713 sanctioned posts meant for statistical activities, SLSC in its meeting held on 28-11-11 has accorded approval to creation of 278 new statistical posts in DES Punjab and 78 posts in line departments. These personnel will also be required to provide training.

6.8 For meeting the above mentioned goals, the establishment of well equipped State Statistical Training & Research Institute (SSTRI) on the lines of the NASA is essential in state. [For this purpose the proposal of Punjab Statistical Training & Research Institute (PSTRI) was initially formulated which has now been changed into Regional Training Institute as per the decision of SLSC's 28.11.2011 meeting]

The status of other northern States w.r.t. training Set-up

6.9 The northern States, such as Haryana, Himachal Pradesh, J&K and UT Chandigarh, have almost same status w.r.t. provision of facilities of statistical training set-up. These states mostly depend on NASA for these trainings. Notwithstanding, NASA is a highly specialized statistical training institution but it is not a State specific statistical training institution and also far away from these states. Therefore, there is an urgent need to establish a regional statistical training institution to cater to training needs of these states. Punjab has a location/ advantage in this regard as it has common Capital with Haryana and proximity to Himachal Pradesh , J&k and Chandigarh UT.

SSTRI as a Northern Region Statistical Training & Research Institute (NRSTRI)

6.10 Punjab is one of the first state in the northern region States to have completed the task of preparation of SSSP which also includes a significant and

critical important module/component pertaining to the establishment of a proposed full-fledged statistical Training & Research Institution. The task of capacity building in a comprehensive, professional, cost-effective and time-bound manner lies in the heart of the PSSSP proposals. However, keeping in view the manifold advantages that can accrue not only to the state of Punjab but equally as well to the other neighbouring states, such as, Haryana, Himachal Pradesh, J&K and UT Chandigarh, etc., therefore, after a very careful, judicious thinking concerning various relevant facets/aspects of the issues, it has been decided that instead of confining the target population and potential clientele of such an institution to merely the state of Punjab, it would be much more prudent and worthwhile to design and develop the proposed institution viz SSTR I as a regional hub and centre of excellence in teaching-cum-training and research in statistics and other socio-economic matters under the name **Northern Region Statistical Training & Research Institute (NRSTRI) and in short Regional Training Institute (RTI)** . In addition, this could also mean significant benefits and Return on Investment (RoI)/value for money proposition from the stand point of Govt.of India as well.

6.11 Keeping the idea of NRSTRI in view, the neighbouring states, such as, Haryana, Himachal Pradesh, J&K, and UT Chandigarh were approached to participate in the proposal of this NRSTRI. UT Chandigarh and Himachal Pradesh DES have already sent their consent and Haryana and J&K are also expected to send their affirmative response in near future.

Vision

6.12 NRSTRI to be a Centre of Excellence in imparting training on official statistics, monitoring & evaluation and undertaking research activities thereto.

Aims & Objectives

6.12 Main aims & objectives envisaged are as under:

- To create a pool of trained manpower in theoretical and applied statistics to manage emerging challenges of data collection, collation, analysis and dissemination for better formulation of policies and plans for the country.

- To train statistical as well as non-statistical manpower in undertaking monitoring and evaluation of large scale programmes/projects, through specialized short/medium term training programmes ;
- To create a pool of trainers and develop training material in consultation and collaboration with academicians, researchers and professionals from CSO, NSSO, NASA to decentralize training to the sub-state and sub-district level;
- To facilitate and organize Regional/State level training programmes sponsored by NASA, CSO, NSSO and other multilateral and bilateral donor development agencies; and
- To support the State Governments with necessary consultation in matters relating to training of its statistical personnel, designing and conducting surveys & research and for building capacity of their statistical institutes and entities;
- To establish specialized centres for Research and undertake projects
 - Consultancy
 - Publication to cater the need of the Institution
- To introduce in near future certificate/diploma courses duly recognized through distant-cum-in house efforts in the field of theoretical and official statistics.

Functions

6.14 The main functions of the Institute would be as follows:

- Imparting training to statistical personnel at all levels in the participating States/UTs;
- Undertaking research and development activities in respect of socio-economic aspects of statistical nature;
- Offering advice on statistical matters to various Government and semi-Government Agencies;
- Organising state and regional Conferences, Seminar and Workshops on emerging areas of Official Statistics and statistical methodology;
- Conducting appropriate awareness training programmes to the data users

- and suppliers;
- Conducting monitoring and evaluation training programmes

6.15 The institute is expected to do the following activities:

- Induction trainings, to all new entrants for 6 months.
- A module on statistics for new entrants, irrespective of the departments.
- Trainings for middle level staff, refresher training programmes, trainings for line departmental statistical staff and officers at all levels.
- Specialized trainings to the staff and officers on advanced statistical methods, survey, data collection, processing, tabulation, analysis and report writing methods.

Administrative Staff

6.16 The training institute will be headed by an officer holding the rank of Director or equivalent either from the DES of participating states or from amongst suitable retired officers or academicians. Supporting technical and establishment staff will also be provided to assist the Director as under:

Table-6.1 Administrative Staff for NRSTRI

| SN | Name of Post | No. | Annual Expenditure on posts during 2014-15 to 2016-17 (Rs.) | Remarks |
|-----------|---------------------------------|------------|--|--|
| 1 | Director | 1 | 70000x12=8,40,000 | To look after the whole work of Institution. |
| 2 | Joint Director | 1 | 65000x12=7,80,000 | To assist Director in his work. |
| 3 | Training Manager (Dy. Director) | 4 | 60000x4x12=28,80,000 | To assist Joint Director/ Director in his work. |
| 4 | Supdtt. Grade-II - | 2 | 50000x2x12=12,00,000 | To look after the establishment and accounts matters of Institution. |
| 5 | Senior Assistant | 4 | 45000x4x12=21,60,000 | To assist Supdtt. Grade II in his work. |
| 6 | Clerk | 8 | 35000x8x12=33,60,000 | |

| | | | | |
|----|----------------------------|-----------|----------------------|---|
| 7 | Care Taker | 1 | 45000x12=5,40,000 | To look after the stocks and other arrangements in Institution. |
| 8 | Assistant Librarian | 1 | 45000x12=5,40,000 | To handle library and documentation work. |
| 9 | Hostel Warden | 1 | 45000x12=54,0,000 | To look after Hostel Block. |
| 10 | Computer Programmer | 2 | 25000x2x12=6,00,000 | To look after the computer sections in Institution. |
| 11 | Steno-Typist | 8 | 18000x8x12=17,28,000 | To assist the Director, JD & Dy. Director and Supdtt. Grade-II. |
| 12 | Driver | 3 | 16000x3x12=5,76,000 | - |
| 13 | Peon/Sweeper-cum-Chawkidar | 4 | 25000x4x12=12,00,000 | Regular basis. |
| 14 | Peon/Sweeper-cum-Chawkidar | 5 | 10000x5x12=60,0000 | Contractual basis. |
| | Total | 45 | 1,75,44,000 | |

6.17 All these 45 posts will be new created for Institution on behalf of all participating states. The posts at Sr. No. 1 to 9 and 13 i.e. 27 posts will be filled on regular basis whereas remaining 18 posts will be filled on contract basis. For the project period, i.e. for 3 years, the cost of these posts will be met from ISSP funds for which Rs. 175.44 lacs annually (total Rs. 526.32 lacs for 3 years) are proposed. Excess cost, if any in this regards, will be borne by states. After the project period, the whole cost of these posts will be borne by participating states on the basis of terms of agreement finalised between these states. The cost of land when acquired will be worked out & will be shared between participating states as per laid down procedure & agreement.

Apex Body for Institution

6.18 This institute will work under an apex body i.e. **Regional Committee on Statistical Training & Research (RCSTR)** headed by Principal Secretary, Planning and Statistics, Govt of Punjab wherein heads of DES of participating states/UTs and DDG, NSSO (FOD), Chandigarh will be members and Director of NRSTRI will be Member Secretary. The committee will act as an apex body of this institution and as an advisory forum in assessing and designing need based training

programme and also review the syllabi and trainings.

Faculty & curriculum

6.19 NRSTRI will draw its teaching faculty from regular staff and senior officers/retired experienced officers from DESs and Line departments of participating States/UTs. Besides, it will invite senior professors/professionals from various teaching/training, management and research institutes. For the purpose of specialized training it may collaborate with MGSIPAP, CSO, NSSO, NASA, Labour Bureau, Shimla/Chandigarh, Planning Commission, Census of India, etc.

6.20 The cost of faculty will be met from ISSP funds for the project period i.e. for 3 years and thereafter it will be borne by the States. This cost depends on the number of statistical personnel in respective states to whom training is to be imparted. For Punjab State only, this cost will be Rs. 70.00 lacs annually (total Rs. 210.00 lacs for 3 years) for the period of 2014-15 to 2016-17. This cost for other participating states may be reflected in their respective SSSP which further may be diverted to NRSTRI funds after its approval from their States/GOI.

6.21 The curriculum and course content will be developed by experts/consultants by conducting need assessment programmes. It will be finally approved by the RCSTR.

State-of-the-art facilities

6.22 For this Institute, Teaching-cum-Administrative Block, fully equipped Hostel Block and Residential Block is proposed as under:

Table 6.2 State-of-the-art facilities for Institution

| SN | Item | No. | Area (sq. ft.) |
|-----------|---|------------|-----------------------|
| A | Teaching-cum-Administrative Block | | |
| 1 | Two lecture halls (one with seating capacity of 30 persons and another with 60 persons) equipped with Electronic/modern teaching equipments and Computer facilities for Over-Head Projections, etc. | 2 | 1600 |
| 2 | Two ICT (Computer) training halls equipped with sufficient number of desktop computers, electronic/ | 2 | 2000 |

| | | | |
|----------|---|----|-------|
| | modern teaching equipments and Computer facilities for Over-Head Projections, etc. | | |
| 3 | Conference Hall with seating capacity of 60 persons equipped with electronic equipments and Computer facilities for Over-Head Projections, etc. | 1 | 1000 |
| 4 | Auditorium/Seminar Hall for 250 persons fitted with state-of-the-art sound and light system with motorized screens and full back up facility. | 1 | 5000 |
| 5 | Director's Room | 1 | 400 |
| 6 | Joint Director's Room | 1 | 300 |
| 7 | Dy. Director's Room | 4 | 800 |
| 8 | Administrative Staff Hall | 2 | 1600 |
| 9 | Faculty Rooms | 8 | 1200 |
| 10 | Hall for Research Staff | 1 | 500 |
| 11 | Library & Documentation Hall | 1 | 2000 |
| 12 | Guard Room | 1 | 100 |
| 13 | Room for Maintenance facility | 1 | 200 |
| 14 | Common Lounge with sufficient space for Guests, Reception, etc. | 1 | 400 |
| 15 | A Cafeteria accommodating at least 25 persons | 1 | 1000 |
| | Total | | 18100 |
| 16 | Area for record (25% of total area) | | 4525 |
| | Sub Total A | | 22625 |
| B | Fully equipped Hostel Block | | |
| 1 | Room with attached bathroom | 10 | 1800 |
| 2 | Hostel for Men & Women (20 Rooms) | 20 | 3000 |
| 3 | A.C. Guest Suites | 6 | 4000 |
| 4 | Common Canteen and Dinning hall with Kitchen | 1 | 2000 |
| 5 | Common Lounge, with TV and other entertainment facilities | 1 | 750 |
| 6 | Facilities of Indoor Games like billiard, Chess, Carom Board, Table Tennis | 1 | 1000 |
| | Total | | 12550 |
| 7 | Area for record (25% of total area) (lobbies, verandas, etc.) | | 3138 |
| | Sub Total -B | | 15688 |
| C | Residential Block | | |
| 1 | Director | 1 | 1800 |

| | | | |
|---|--|---|-------|
| 2 | Joint Director | 1 | 1300 |
| 3 | Deputy Director | 4 | 4000 |
| 4 | Supdtt. Grade-II,Senior Assistant,Assistant Librarian,Hostel Warden,Care Taker | 9 | 6750 |
| 5 | Clerk | 8 | 6000 |
| 6 | Peon/ Sweeper-cum Chowkidar | 4 | 2400 |
| | Sub Total -C | | 22250 |
| | Grand Total (A+B+C) | | 60563 |

Cost of Construction

| | |
|--|-------------------------|
| (i) Teaching-cum-Administrative Block | |
| Cost rate as per prevailing rates 22625x3000=678.75 lacs | Rs. 678.75 lacs |
| Cost escalation/partition/interior works/power backup etc.@ 40% | Rs. 271.50 lacs |
| Sub-Total | Rs. 950.25 lacs |
| (ii) Hostel Block | |
| Construction charges for 15688 sq.ft. @ Rs. 1500 per sq.ft. (15688X1500) | Rs. 235.32 lacs |
| Cost escalation/partition/interior works/power backup etc.@ 40% | Rs. 94.13 lacs |
| Sub-Total | Rs. 329.45 lacs |
| (iii) Residential Block | |
| Construction charges for 22250 sq.ft. @ Rs. 1500 per sq.ft. (22250X1500) | Rs. 333.75 lacs |
| Escalation charges @ 20% of total cost | Rs. 66.75 lacs |
| Sub-Total | Rs. 400.50 lacs |
| Grand Total (i+ii+iii) | Rs. 1680.20 lacs |
| Say Rs. | Rs. 16.80 crores |

(*The land would be provided by State Govt. as per the guidelines of ISSP Project.)

Integrated IT Infrastructure

6.23 The Institute will be endowed with state-of-the art network in every room of Teaching-cum-Administrative Block and the library, high speed servers will be installed to support the entire net work, internet as well intranet connectivity through dedicated leased line.

6.24 All the training halls, seminar rooms are fitted with latest electronic gadgets, computers and electronic interactive boards.

Full back up facility

6.25 Teaching-cum-Administrative Block and Hostel Block will be provided with 24 hours uninterrupted power supply back up facility for which suitable capability generator- set system will be provided. Suitable number of A.C. will be provided in these buildings.

Location of Institute

6.26 This institute is proposed to be constructed on around 5 acres of land Preferably in S.A.S. Nagar (Mohali) or some other place adjoining to Chandigarh.. The cost of land will be borne by participating states commonly.

IT and other required facilities

Table 6.3 IT and other required facilities for Institute

(Rs. in lacs)

| SN | Items | Units | Per unit cost | Total Cost |
|-----------|------------------------------------|--------------|----------------------|-------------------|
| 1 | Server | 2 | 2.50 | 5.00 |
| 2 | Projector | 8 | 0.61 | 4.88 |
| 3 | Extra Projector Screens | 5 | 0.25 | 1.25 |
| 4 | Desk Top Computers | 42 | 0.385 | 16.17 |
| 5 | M.S. Office | 42 | 0.104 | 4.37 |
| 6 | Printer (Multifunctional) | 1 | 0.12 | 0.12 |
| 7 | Printer Normal | 8 | 0.55 | 0.44 |
| 8 | Anti virus | 42 | 0.01x3 | 1.26 |
| 9 | Computer Tables | 42 | 0.03 | 1.26 |
| 10 | Computer Chairs | 42 | 0.04 | 1.68 |
| 11 | LCD TV for 6-Suits and Common Hall | 7 | 0.25 | 1.75 |
| 12 | Photocopying Machine | 1 | 60 | 0.60 |
| 13 | Refrigerator | 1 | 0.15 | 0.15 |
| 14 | Water Cooler | 2 | 0.40 | 0.80 |

| | | | | |
|----|--|---|---|--------------|
| 15 | Cost escalation and other related expenses (22%) | - | - | 8.74 |
| | Total | | | 48.47 |

Vehicles for Institute

6.27 For the NRSTRI a Mini Bus of around 30 seating capacity for carrying trainees from one place to another and a 2 Bolero Jeep for its head and common pool are required. The operational cost of these vehicles, which includes salary of drivers, maintenance and fuel is included in the operational cost of Institute. The proposal for vehicle is as under:

| SN | Item | No. | Per Unit Cost | Total Cost | Remarks |
|----|--|-----|---------------|--------------|--|
| 1 | Mini Bus | 1 | 10.00 | 10.00 | One time |
| 2 | Bolero jeep | 2 | 6.15 | 12.30 | One time |
| 3 | Operational cost of above 3 vehicles @ Rs. 18000 p.m./ per vehicle for 3years. | - | - | 19.44 | After 3 years the cost will be borne by States |
| | Total | | | 41.74 | |

Operational Expenses of Institute

6.28 The operational cost of the Institute, which is expected to be Rs. 40.00 lacs per annum, will be met from ISSP funds during project period i.e. for 3 years and thereafter it will be borne by states. These expenses are expected to be incurred after 2 years of commencement this project and are likely to cover 3 years. This cost includes the operational cost of vehicles, electricity and water charges of building, maintenance of physical/IT infrastructure, stationery and documentation and other related expenses of Institute. The financial proposal in this regard is as under:

| SN | Expenditure | Unit | No. | Per unit cost | Total cost | Remarks |
|----|--|------|-----|---------------|---------------|---|
| 1 | Operational Cost for 3 and half year (i.e. from 1 April, 2014 to 31 March, 2017) | Year | 3 | 40.00 | 120.00 | After Project period the cost will be borne by States |
| | Total | | | | 120.00 | |

The Training Requirements of the Punjab State

6.29 The training requirements of the State are given below. Similarly training needs of other participating States will be worked out at their own level and conveyed to Punjab after its approval in their respective SSSP.

i. Induction Training

All new recruited statistical staff will be given induction training in the following modules:

- An overview of the National and State Statistical Systems.
- Provision of "The Collection of Statistics Act, 2008".
- Basic economics, social sector and local area planning statistics.
- Fundamentals of national accounting.
- The role of sample surveys, censuses and administrative data in the statistical system.
- Management of all statistical programmes such as CES, TRS, F&V, Prices, NSS, etc. – data flow, coordination etc.
- Use of standard computer packages and data presentation.

ii. Training for middle level staff

- Techniques of data validation and verification.
- Use of standard computer package in data editing and tabulation.
- Different techniques in conduct of household surveys.
- Data base maintenance and other core operations.

iii. Refresher training programmes

Refresher training will be provided periodically to all the officers and this could be conducted in collaboration with CSO and focus on the following:

- Time series analysis and forecasting.
- Classificatory analysis.
- Techniques of pooling NSS central and state sample data.
- Information technology and GIS.

iv. Specialised Training:

Special training will be given to the officers in the following areas:

- Advanced statistical methods/techniques.
- Survey methods and data collection
- Data processing, tabulation, analysis and management
- Report preparation

6.30 Apart from the regular training programmes like induction training, training for middle level staff and refresher training programmes, the following specialized trainings would also be provided:

- Provide intensive training in official statistics, statistical and economic theories, data processing and related disciplines for the improvement of official statistics in the State.
- Promotion of study and dissemination of knowledge of statistics, to develop statistical theory and methods, and their use in research and practical application in official statistics with special reference to problems of planning and development in the State.
- Undertake research in various fields of official statistics and social sciences with a view to incorporate the same in the statistical system of the State.

6.31 A major component of the training activity will be improvement of ability of those employees who have entered the job on compassionate ground or without acquiring any statistical qualification and are not even graduates.

6.32 There are total 1479 sanctioned statistical posts in the State out of which 142 are category A, 683 category B and 888 are category C posts. There are also 234 non-statistical personnel in state who are involved in statistical work in the various line departments. In this way total 1713 personnel are directly involved in statistical activities in state out of which 1326 personnel are involved in 20-Key Statistical Activities in 16 departments including DES, Punjab. Besides this, there are other personnel in various line and other departments who are indirectly involved in

statistical work as they prepare and supply statistical information to DES and line departments from state, sub state and sub-district levels. These personnel also require some basic training of statistical work. Number of personnel directly involved in statistical works in state is given in following table:

Table-6.4 Number of personnel directly involved in statistical works

| SN | Departments | Group | | | | | | | |
|----------|--|------------|-----------|------------|------------|------------|------------|---------------|------------|
| | | A | | B | | C | | Total (A+B+C) | |
| | | S | F | S | F | S | F | S | F |
| A | Economic & Statistical Organisation, Punjab | | | | | | | | |
| 1 | Statistical Personnel in ESO Punjab | 76 | 42 | 223 | 80 | 202 | 125 | 501 | 247 |
| | Total-A | 76 | 42 | 223 | 80 | 202 | 125 | 501 | 247 |
| B | Line Departments Related to 20-KSA | | | | | | | | |
| 1 | Statistical personnel | 41 | 20 | 278 | 93 | 379 | 221 | 698 | 334 |
| 2 | Non-statistical personnel performing statistical duties | 5 | 5 | 10 | 10 | 112 | 112 | 127 | 127 |
| | Total-B | 46 | 25 | 288 | 103 | 491 | 333 | 825 | 461 |
| C | Other Line Departments not related to 20-KSA | | | | | | | | |
| 1 | Statistical personnel | 14 | 6 | 165 | 77 | 101 | 71 | 280 | 154 |
| 2 | Non-statistical personnel performing statistical duties | 6 | 6 | 7 | 7 | 94 | 94 | 107 | 107 |
| | Total-C | 20 | 12 | 172 | 84 | 195 | 165 | 387 | 261 |
| | Total Statistical personnel | 131 | 68 | 666 | 250 | 682 | 417 | 1479 | 735 |
| | Total non-statistical personnel performing statistical duties | 11 | 11 | 17 | 17 | 206 | 206 | 234 | 234 |
| | Grand Total(A+B+C) | 142 | 79 | 683 | 267 | 888 | 623 | 1713 | 969 |

S-Sanctioned, F-Filled

(Note:- Department-wise detail is given in Annexure –VII.)

6.33 To provide trainings to the statistical personnel on the subject related to 20-Key Statistical Activities will be the first priority. 20-Key Statistical Activities-wise number of personnel in the state is as follows:

Table-6.5 20-Key Statistical Activities-wise number of personnel in the state

| SN | No. / Activity | Department responsible | Personnel category-wise | | | |
|-----|---|----------------------------------|-------------------------|-----|-----|-------|
| | | | A | B | C | Total |
| 1 | 1.State Domestic Product Estimates | DES | 76 | 223 | 202 | 501 |
| 2 | 2.Estimates of Capital Formation and Savings | | | | | |
| 3 | 3.Estimates of District Domestic Product | | | | | |
| 4 | 4.Estimates of Contribution of Local Bodies | | | | | |
| 5 | 6.Annual Survey of Industries | | | | | |
| 6 | 7.Index of Industrial Production (IIP) | | | | | |
| 7 | 9.Wholesale Price Index | | | | | |
| 8 | 10.Consumer Price Index | | | | | |
| 9 | 14.Housing Statistics | | | | | |
| 10 | 18.Participation in the Surveys of the NSSO | | | | | |
| 11 | 20.Statistics for Local Area Planning | | | | | |
| 12 | 5.Data on major fiscal variables | Finance | 6 | 4 | 0 | 10 |
| 13 | 8.Crop Area and Production Statistics | Agriculture | 24 | 110 | 53 | 187 |
| | | Land Records | 0 | 4 | 80 | 84 |
| 14 | 11.Health, Morbidity, Mortality and Family Welfare Statistics | Heath & Family Welfare | 4 | 101 | 289 | 394 |
| 15. | 15.Birth and Death Registration Statistics and Population | | | | | |
| 16 | <i>12.Education and Literacy Statistics:</i> | DPI (Sec. Education) | 1 | 3 | 4 | 8 |
| | 12A.Statistics on Educational Institutions | | | | | |
| | 12B.School Enrolment Data | | | | | |
| 17 | <i>13.Labour and Employment Statistics:</i> | | | | | |
| | 13A.Labour Statistics | Labour | 1 | 8 | 8 | 17 |
| | 13B.Employment Statistics | Employment Generation & Training | 1 | 22 | 0 | 23 |
| 18 | 16.Electricity Production and Distribution Statistics | Pb. State Power Corp. Ltd. | 2 | 2 | 2 | 6 |
| 19 | <i>17.Environment and Forestry Statistics:</i> | | | | | |
| | 17A.Forestry Statistics | Forest | 2 | 24 | 0 | 26 |
| | 17B.Water Supply and Sanitation Statistics | Water Supply & Sanitation | 1 | 3 | 11 | 15 |
| 20 | <i>19.Transport Statistics:</i> | | | | | |
| | 19A.Motor Vehicle Registration Statistics | Transport Commissioner | - | - | - | -* |
| | 19B.Road Statistics | Public Works Deptt.(B&R) | 1 | 2 | 13 | 16 |
| | 19C.Traffic Accident Statistics | Police | 1 | 0 | 1 | 2 |

| | | | | | | |
|--|----------------------------------|----------------------------|------------|------------|------------|-------------|
| | 19D.Passenger Traffic Statistics | Transport Deptt. | 1 | - | 20 | 21 |
| | | PEPSU Road Transport Corp. | 1 | 5 | 10 | 16 |
| | Total | | 122 | 511 | 693 | 1326 |

**Information not supplied by deptt.*

6.34 As mentioned in table below, 7 types of trainings are proposed to be conducted at the total estimated cost of Rs. 311.00 lacs (as per sanctioned strength) during the project period. Training will be imparted in batches. Each batch will comprise of 25 officers/officials both from DES as well as line departments. Training mentioned at S.No. 1 will be provided to all official of DES & line departments on 20-Key Statistical activities in 67 batches which is expected to cost around Rs. 33.50 lacs. Similarly other trainings for enhancing ability of statistical personnel of state will be conducted simultaneously.

Table-6.6 Training Programme for ISSP

(Rs. in lacs)

| SN | Activity | Unit | No. | Unit cost | Total Cost |
|-----------|---|-------------|------------|------------------|-------------------|
| 1 | 2 | 3 | 4 | 5 | 6 |
| 1 | Training of all key Statistical activities to the officials of the Directorate and line Departments Officers. | Batch | 67 | 0.50 | 33.50 |
| 2 | Refresher training to State Officers and District Officers (Class A) | Batch | 7 | 0.75 | 5.25 |
| 3 | Training to Deputy Economic & Statistical Advisers/District Statistical Officers/Research Officers/Asstt. Research Officers/S.A.s | Batch | 12 | 2.00 | 24.00 |
| 4 | Induction training to newly recruited Staff (ARO's/SA's /Investigators) included 80 new proposed Posts in ESO | Batch | 13 | 9.00 | 117.00 |
| 5 | Specialized trainings/workshops/ Seminars to staff of Directorate and Line Department Officers | Batch | 67 | 0.75 | 50.25 |
| 6 | Refresher training to all the officials of DES/Line Departments/ District Offices. | Batch | 36 | 0.50 | 18.00 |
| 7 | Induction training to all newly recruited staff upto ARO Level (vacancies to be filled against sanctioned Posts) | Batch | 7 | 9.00 | 63.00 |
| | Total | | | | 311.00 |

Training Requirements of Punjab States for the year 2012-14

6.35 The training Institute will take time to complete. It is expected to come into existence after 2 or 3 years. During this time the training requirements of the Punjab State can not be postponed. Punjab State has an administrative training Institute, namely, Mahatma Gandhi State Institute of Public Administration, Punjab (MGSIPAP), situated in Chandigarh. DES, Punjab has already tied-up with this Institution to impart training to Statistical Personnel of DES. The services of this Institution will be taken to impart training to Statistical Personnel in State till the Regional Training Institute is completed and starts functioning. For this purpose Rs. 60.00 lacs are proposed for this period out of which Rs. 20.00 lacs are required for the year 2012-13.

Total Financial Proposal of NRSTRI

6.36 Total financial proposal of NRSTRI is given in table-6.7.

Table-6.7 Total Financial Proposal of NRSTRI

| SN | Item | Total Proposed Cost (Rs. In Lacs) | | | Remarks |
|----|----------------------------------|-----------------------------------|--------------|---------|--|
| | | Central Share | States Share | Total | |
| 1 | Construction of Building | 1596.00 | 84.00 | 1680.00 | One time |
| 2 | Cost of Administrative Staff | 526.32 | - | 526.32 | After project period it will be borne by the States proportionately. |
| 3 | IT and other required facilities | 48.47 | - | 48.47 | One time |
| 4 | Purchase of vehicles | 22.30 | - | 22.30 | One time |
| 5 | Operational cost of Institute | 120.00 | - | 120.00 | After project period it will be borne by the States. |
| 6 | Faculty Cost (for Punjab State) | 210.00 | - | 210.00 | This cost is calculated for Punjab State only which will increase for other participating States. After project period it will be borne by the States. |
| 7 | Training Cost (for Punjab State) | 311.00 | - | 311.00 | This cost is calculated for Punjab State only which will increase for other participating States. After project period it will be borne by the States. |

| | | | | | |
|---|--|----------------|--------------|----------------|--------------------------------|
| 8 | Training Cost (for Punjab State) for the year 2012-14. | 60.00 | - | 60.00 | Specifically for Punjab State. |
| | Total | 2894.09 | 84.00 | 2978.09 | |

6.37 The cost at Sr. No. 1 to 5 (Rs. 2397.09 lacs) is calculated for all participating States i.e. Punjab, Haryana, Himachal Pradesh, J&K, and UT Chandigarh. While the cost at Sr.No. 6 to 8 (Rs. 581.00 lacs) is calculated for Punjab State only, which for the other participating States will be calculated by the respective States in their SSSP.

[In State Level Steering Committee (SLSC)'s 28.11.2011 meeting, the proposal for establishment of Punjab Statistical Training and Research Institute (PSTRI) was approved, in view of the crucial role of capacity building of statistical personnel involved for the successful implementation of ISSP. It was further advised that the institute may be so designed & developed as to make/help it to cater to the training requirements of the statistical personnel of not only the state of Punjab but also that of counter parts from the neighbouring states, in other words by giving the proposed PSTRI a regional character in its functioning.]

Economic Adviser also brought to the notice of SLSC that if the proposal of Regional Training Institute is matured then the proposal of PSTRI has to be re-formed from all facets because the proposal of PSTRI was designed keeping in vision the requirements of Punjab State only. The proposal of PSTRI also includes the proposal of Conference Hall for 60 participants, Library & Documentation and Video conferencing facility and its equipments which are actually part and parcel of DES's HQ Building which will be treated as part of proposal of DES's HQ Building in this case.]

CHAPTER-7

IMPLEMENTATION PLAN

Part-A

7.1 This Chapter is divided into 2 parts. Part-A contains the Implementation Plan with details of recommendations and proposals made under PSSSP whereas Part-B includes activity-wise and year-wise break-up of Implementation Plan with physical and financial targets. Part-A of this chapter indicates ways in which improvements can be brought about in various facets of statistical activities. There are 3 sets of recommendations which are required to be implemented for efficient functioning of statistical system of the state.

- Administrative Recommendations without Financial Liability.
- Administrative Recommendations with Financial Liability.
- Strengthening of Infrastructure and Statistical Capacity Building.

I. Administrative Recommendations without Financial Liability

7.2 There are certain activities which can improve the Statistical system of State just with a set of administrative decisions without any financial implication. Such activities are mentioned below:

1. Change in Nomenclature

7.3 Statistics department is most popularly known as Directorate of Economics and Statistics (DES) throughout India. But in Punjab it is known as Economic & Statistical Organisation (ESO). For uniformity at national level, ESO also needs to be renamed as Department / Directorate of Economics & Statistics, Punjab.

[This proposal was approved in State Level Steering Committee (SLSC)'s 28.11.2011 meeting]

2. Up gradation of DES and its HOD

i. Up gradation of DES

7.4 The NSC in its report (2001) has specifically mentioned this aspect in the following way:

“For strengthening the effectiveness of the statistical system of the Government, the State Government should create a separate Department of Statistics by elevating the existing DES to the level of a Department and the Director of the existing DES to the level of Secretary to the Government. The Department of Statistics should have a complete freedom in statistical work.”

7.5 The States which have prepared SSSP so far have proposed Director General status to Director of DES and recommended to declare DSE as an independent department. Some States have upgraded the post of HoD of DES to the level of Secretary to the Govt. Keeping in view the importance of this matter the hon'ble Minister of Statistics and Programme Implementation, GOI, has urged the Govt. of Punjab, vide his D.O. (see Annexure-XII), addressed to hon'ble Chief Minister, Govt of Punjab, to issue necessary directions for implementation of aforesaid recommendation of NSC to empower the DES in discharging the role of nodal agency effectively, thus laying the ground for development of sound statistical system that will improve the growing requirements of planners and policy makers, for information based decision making. In light of this DES, Punjab also needs to be upgraded to a full fledged department headed by Director General, who will also be ex-officio Secretary to State Government.

ii. Up gradation of HoD of Statistical Department

7.6 As mentioned above the present status of HoD of ESO is not as per the role as expected by the National Statistical Commission (NSC). The HoD is expected to co-ordinate statistical activities with HoDs of various line departments and his status is below professional heads of various departments in terms of pay scale. Therefore, in line of the recommendations of NSC, the present post of EA (proposed to be Director General and ex-officio Secretary of Statistics) should be upgraded in the pay scale of Rs.37400-67000 with grade pay of Rs.10000 to bring him at par with

other professional HODs in the state. As it is the single post, the burden on the state exchequer will be marginal.

[In SLSC's 28.11.2011 meeting, the committee was of the view that the issue of creation of separate Department of Statistics and upgradation of HoD of DES to Ex-officio Secretary to the Govt. will be examined separately by the Administrative Department.]

3. Creation of Common cadre

7.7 NSC has also recommended in its report that "The state Govt. should take steps to create a common statistical cadre and State Statistical Service for manning statistical posts in all departments."

7.8 At present there is no common cadre of statistical personnel in Punjab due to which DES has no control over the statistical personnel working in different departments and there is no co-ordination of statistical activities. For better co-ordination, uniformity and standardisation of all statistical activities of the state, creation of common cadre is utmost urgent. Minimum chances of promotion for statistical personnel working in other line departments result in lack of motivation. Creation of common cadre will not only strengthen co-ordination among DES and line departments, it will also provide much needed motivation to statistical personnel by providing avenues of promotion and integrate them with the parent department i.e. DES.

7.9 For strengthening of statistical system in the state, common cadre of statistical personnel is recommended for which DES will take the necessary action. To begin with all recruitments in the statistical cadre will be done through DES which will be the cadre controlling authority of all newly recruited statistical personnel in future.

[In SLSC's 28.11.2011 meeting, the Committee was of the view that it looks very good but Creation of Common Cadre may lead to tremendous problems. Administrative Department will examine this proposal keeping in view all the pros-and-cons, after which appropriate action will be taken.]

4. Common Designations and Service Rules

i. Common Designations

7.10 At present there is no uniformity in designations of statistical personnel working in various departments which make personnel management system highly

complex. Even personnel in same pay scale are known by different names in different departments. To overcome this problem, it is recommended that all the line departments will adopt the designation pattern and service rules of DES, Punjab.

[This proposal was approved in SLSC's 28.11.2011 meeting.]

ii. Creation of Punjab Economic & Statistical Service (PESS)

7.11 To strengthen and streamline the Statistical system in the state, there is an urgent need to create Punjab Economic & Statistical Service (PESS) on the pattern of Indian Statistical Service (ISS) at Govt. of India level. NSC has also recommended the creation of State Statistical Service for improvement of statistical system.

7.12 The recruitment procedure of officers of the proposed Punjab Economic & Statistical Service (PESS) and supporting statistical personnel should also be similar to that of the Indian Statistical Service (ISS) and Subordinate Statistical Services (SSS) of the Central Ministry of Statistics & Programme Implementation (MOSPI). Officers of PESS need to be recruited by the Punjab Public Service Commission through a proper prescribed written test of the subjects pertaining to statistical methods, statistical sample surveys, information technology and computer application etc.

7.13 In the present service rules prescribed qualifications are not as per the requirements of statistical system. Basic qualification for entry level posts is simple matriculation without any background of Statistics/Economics. To meet the requirement of vibrant and responding statistical system, amendment of service rules is the urgent necessity. For this DES will take necessary action.

[In SLSC's 28.11.2011 meeting, the committee was of the view that this issue will be examined separately by the Administrative Department.]

5. Change in Nomenclatures of Designations of ESO Punjab

7.14 The nomenclatures of various designations in ESO Punjab are not comparable with the corresponding administrative structure of Central/State Govt. and hence difficult to understand. Following changes are recommended in the designations of ESO, Punjab to make these synonymous with hierarchy in Government:

| SN | Existing designation | New proposed designation | Remarks |
|----|----------------------|--------------------------|---|
| 1 | Economic Adviser | Director General | As per CSO and many states have adopted this designation in their SSSP. |
| 2 | DESA | Deputy Director (DD) | DESA is very lengthy designation and not common. DD at the District level will be designated as DD(Statistics & Planning) |
| 3 | RO | Assistant Director (AD) | In Govt. of India also the designation at this level is Assistant Director. |
| 4 | ARO | Statistical Officer | Statistical Officer is more suitable designation. |
| 5 | Investigator | Statistical Investigator | More suitable designation. |

7.15 The above recommendations are just of administrative nature and no financial liability is involved in the implementation of these recommendations. These will result in considerable improvement in the statistical system of the state in terms of statistical outputs, co-ordination among line departments and DES and motivation to statistical staff which is a demoralised lot.

[This proposal was approved in SLSC's 28.11.2011 meeting]

II. Administrative Recommendations with Financial Liability

1. Filling up of vacant posts in ESO

7.16 There are 501 posts of statistical personnel and 29 posts of Data Entry Operator in DES out of which 51% are vacant as on 1.4.2011 as per detail in the table-7.1 given below. This gap is regularly widening due to continuous retirement and no direct recruitment. The extent and scope of statistical activities under SSSP as well as FC-XIII will increase manifold. This department is also looking after the work of District Planning Committees, MPLADS, TPP and Human Development. There is no sanctioned staff for these schemes (except District Planning) and work is being done with the statistical staff due to which statistical work is marginalised. In this way, even the existing statistical activities are being seriously affected due to acute shortage of staff what to talk of additional activities. Keeping this in view, the State Govt. is committed to fill all the vacant sanctioned vacancies in view of the 20-Key activities under ISSP and to achieve the milestones fixed by 13th Finance Commission.

Table-7.1 Post-wise position of Statistical vacancies in ESO Punjab

(As.on 1.4.2011)

| SN | Group/Name of Posts* | Sanctioned Posts | | | Filled Posts | | | Vacant Posts | | |
|----|---------------------------------------|-----------------------|-----------------------|-----------------------|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| | | HQ | D | T | HQ | D | T | HQ | D | T |
| | Group-A | | | | | | | | | |
| 1 | Economic Adviser | 1 | - | 1 | - | - | - | 1 | - | 1 |
| 2 | Director | 2 | - | 2 | 2 | - | 2 | - | - | - |
| 3 | Joint Director | 3 | - | 3 | 2 | - | 2 | 1 | - | 1 |
| 4 | Deputy Economic & Statistical Adviser | 8 | 20 | 28 | 3 | 18 | 21 | 5 | 2 | 7 |
| 5 | Research Officer | 22 | 20 | 42 | 6 | 11 | 17 | 16 | 9 | 25 |
| | Total Group-A | 36 | 40 | 76 | 13 | 29 | 42 | 23 | 11 | 34 |
| | Group-B | | | | | | | | | |
| 6 | District Statistical Officer | - | 14 | 14** | - | 2 | 2 | - | 12 | 12 |
| 7 | Assistant Research Officer | 59 | 56 | 115 | 12 | 20 | 32 | 47 | 36 | 83 |
| 8 | Statistical Assistant | 33 | 61 | 94 | 17 | 29 | 46 | 16 | 32 | 48 |
| | Total Group-B | 92 | 131 | 223 | 29 | 51 | 80 | 63 | 80 | 143 |
| | Group-C | | | | | | | | | |
| 9 | Investigator | 54 | 148 | 202 | 22 | 103 | 125 | 32 | 45 | 77 |
| 10 | Data Entry Operator | - | 29 | 29 | - | 13 | 13 | - | 16 | 16 |
| | Total Group-C | 54 | 177 | 231 | 22 | 116 | 138 | 32 | 61 | 93 |
| | Grand Total | 182 (100 %) | 348 (100 %) | 530 (100 %) | 64 (35.16 %) | 196 (56.32 %) | 260 (49.06 %) | 118 (64.84 %) | 152 (43.68 %) | 270 (50.94 %) |

HQ: Head Quarter D: Districts T: Total

* The existing designations are given in the above table but new designations will be adopted.

**Post of DSO has not been created in previously created 6 new districts (out of 20 districts).

[Head Quarter (Section-wise) and Districts-wise present status of Statistical Staff Strength is given in Annexure -IIA & IIB respectively. Status of total staff strength is given in Annexure-IIC]

[in SLSC's 28.11.2011 meeting, as regarding filling up of 254 vacant Statistical posts, the proposal submitted was approved after noting that it entails/involves an annual financial implication of Rs. 5.84 crores to the State Government.]

2. Additional Manpower requirement of ESO

7.17 DES, Punjab has been declared as nodal agency for co-ordinating all statistical activities in the state in the year 2003. But till now, in real sense it is not in a position to play its co-ordinating role effectively due to acute shortage of manpower both quantitatively as well as qualitatively. On the other hand statistical activities are increasing day by day. Large number of officials is retiring almost every month and

there is no direct recruitment in the department for the last 15 years which resulted in shrinking of manpower strength of department to a serious level. The situation is further deteriorating with the continuous retirement. Due to this even the normal functioning of the department is affected seriously. So to make the DES capable of playing its co-ordinating role and handle the activities of forthcoming projects such as SSSP and FC-XIII, there is an urgent need not only to fill up the existing vacant posts but creation of certain new posts also. Other wise the department will not be able to discharge its assigned duties in an efficient and time bound manner. These new proposed posts also include posts for new created two Districts. Justification for creation of these new posts is given in each of the relevant portion of this Report and also in Annexure-III. The additional manpower requirements for DES are given in the following table.

Table-7.2 Additional manpower requirements of ESO Punjab

| SN | Name of Post* | Additional Required Posts** |
|-----------|--|------------------------------------|
| | A. State Headquarter | |
| 1 | Director | 2 |
| 2 | Joint Director (JD) | 1 |
| 3 | Deputy Economic & Statistical Adviser (DESA) | 3 |
| 4 | Research Officer (RO) | 2 |
| 5 | Assistant Research Officer (ARO) | 2 |
| 6 | System Manager (DESA Rank) | 1 |
| 7 | Assistant Manager (RO Rank) | 2 |
| 8 | Section Officer/ ACFA | 1 |
| 9 | Legal Assistant | 1 |
| 10 | Data Entry Operator | 5 |
| 11 | Electrician | 1 |
| 12 | Driver | 6 |
| | Total (A) | 27 |
| | B. District Level | |
| | (I) For already existed 20 Districts | |
| 1 | District Statistical Officer (DSO) | 6 |

| | | |
|--|--|--------------|
| 2 | Assistant Research Officer (ARO) | 44 |
| 3 | Statistical Assistant (SA) | 6 |
| 4 | Investigator | 20 |
| 5 | Driver | 13 |
| 6 | Assistant Programmer | 20 |
| 7 | Data Entry Operator (DEO) | 11 |
| | Total (B-I) | 120 |
| (II) For new created 2 Districts | | |
| 1 | Deputy Economic & Statistical Adviser (DESA) | 2 |
| 2 | Research Officer (RO) | 2 |
| 3 | District Statistical Officer (DSO) | 2 |
| 4 | Assistant Research Officer (ARO) | 10 |
| 5 | Statistical Assistant (SA) | 4 |
| 6 | Investigator | 2 |
| 7 | Assistant Programmer | 2 |
| 8 | Data Entry Operator | 4 |
| 9 | Driver | 2 |
| | Total (B-II) | 30*** |
| | Total (B) | 150 |
| C. Block Level | | |
| 1 | Investigators | 172 |
| | Total (C) | 172 |
| | Grand Total (A+B+C) | 349 |
| Note:- The posts will be filled up as per the norms. | | |

* The existing designations are given in the above table but new designations will be adopted.

**The detail of these posts along with justification is given in annexure-III.

*** Other Establishment staff is also required for these districts as per other district norms.

[In SLSC's 28.11.2011 meeting, the proposal for creation of 363 bare minimum additional posts was approved which will involve the annual financial liability of Rs. 8.35 crores to the State Government. In 363 posts, 14 posts (1 Superintendent Grade-II, 1 Senior Assistant, 2 Clerks, 1 Care Taker, 1 Computer Programmer, 2 Stenos, 2 Drivers and 4 Peon/Sweeper-cum-Chawkidar) were purely meant for Punjab Statistical Training & Research Institute (PSTRI) which now are included in 45 posts (Table-6.1 in Chapter-6) of Regional Training Institute which will be new created on behalf of all participating States. The cost of these 45 posts of Regional Training Institute will be borne by participating states commonly.]

3. Creation of new Statistical Cells in ESO

7.18 Keeping in view the emerging importance of new areas and their impact on policy implications, following new sections/units are proposed to be new created in DES:-

i) Gender Statistics Unit

7.19 Gender statistics has a great role especially in the state like Punjab where problem of female foeticide has been reported at an alarming rate. Sex ratio in Punjab is still very low as compared to all India. There is a need to create a Gender Statistical Unit in ESO.

7.20 This unit will also examine whether gender disaggregated data is available for policy formulation and suggest ways and means for producing such type of data. Health and Education department are the key departments related to human development which should initiate special efforts for engendering official statistics. To suggest ways & means for gender statistics, a special study by outsourcing should be conducted through a professional institution out of funds proposed in the survey & studies head of this report (Annexure-VI).

7.21 The specific gender issues like single women, unwed mothers, widow women headed households, resident families of out and in-migrated men are the issues which need special studies. In addition to it, an evaluation study to assess the impact of various social assistance schemes being implemented by department of Social Welfare mainly relating to women & weaker sections of the society may also be undertaken. The cost of these studies may also be met out of funds kept under head surveys & studies of this report.

ii) Environment Statistics Unit

7.22 Punjab is trend setter state in terms of agriculture development. However, it is suffering from multiple environment problems such as fall in underground water table, water pollution, degradation of soil health and air pollution etc. But there is no data collection in a systematic manner at the disaggregated level at regular interval. Such data has a great policy implication in the context of Punjab State. Keeping this

in view, it is proposed to create a special cell dealing with environmental statistics. NSC in its report (2001) has also recommended for creation of this cell at state level.

iii) Infrastructural Statistics Unit

7.23 Infrastructural Statistics such as roads, bridges, railways, air traffic facilities are very much needed for formulation of policies and decision making process. So an Infrastructural Statistics Unit is proposed to be created in ESO, Punjab.

iv) Border and Kandi Area Statistics Unit

7.24 Punjab is a Border State having a very long and sensitive border with Pakistan. People of villages touching border have their land beyond barbed wire and are allowed to perform agricultural operations in controlled manner by security forces. Besides, border areas have limited access to educational, health and other facilities as compared to non-border areas. In other words people of six districts located across this border namely Amritsar, Tarn Taran, Gurdaspur, Pthankot, Ferozpur and Fazilka face the peculiar and specific socio-economic and development related problems.

7.25 Similarly Kandi (semi-hilly) area of Punjab comprising sub-mountainous belt falling in districts of SAS Nagar, Hoshiarpur, SBS Nagar and Gurdaspur have different set of problems for which specific data of this area is required from time-to-time.

7.26 At present sufficient data is not available to know the nature and extent of these problems and suggest remedial measures. Therefore creation of a special unit for collection of border and kandi area statistics is proposed.

v) ISSP and other Projects Implementation Unit

7.27 For the implementation of forthcoming projects like ISSP and FC-XIII, an exclusive cell is needed to be set up in ESO. It will ensure timely implementation & co-ordination of various key activities & goals of these projects.

vi) Collection of Statistics Act, 2008 Unit

7.28 Govt. of India has enacted Collection of Statistics Act, 2008 from 11th June 2010 and notified its rules namely "Collection of Statistics Rules, 2011" on 16.6.2011. As per the provisions of these rules a Nodal Officer in MOSPI has been designated by GOI to look after the matters related to implementation of Act at centre level. Similarly, States are directed to designate Nodal Officer for this purpose. Each department and Local Govt. body has to consult the Nodal Officer prior to collection of statistics in state. Nodal Officer will be responsible for maintaining the register of Statistical Officers appointed in state from time to time. No establishment or individual can deny giving information to Statistical Officer required for specific purpose. To implement this Act in state, a separate unit is required to set up in ESO as there will be voluminous work in this connection in future.

Staff requirement for above new proposed 5 Units:

7.29 For the above proposed 6 units in ESO the staff requirement is given in following table:

Table-7.3 Staff requirement for new proposed 5 Units in ESO

| SN | Name of post | Posts required to be new created | Remarks |
|----|-------------------------------|----------------------------------|--|
| 1 | Deputy Director (DD) | 2 | Total 2 posts of DD are required for above 6 new proposed units. Therefore, 2 new posts of DD are required to be created for this purpose. |
| 2 | Assistant Director (AD) | 2 | 6 posts of ADs are required (one for each unit). Out of this, 4 posts would be arranged by the internal adjustment and 2 new posts are required to be new created. |
| 3 | Statistical Officer (SO) | 2 | 6 posts of SOs are required for above 6 new proposed units. 4 posts would be arranged by the internal adjustment and 2 new posts are required to be new created. |
| 4 | Statistical Investigator (SI) | - | 1 SI for each of proposed new units would be arranged by the internal adjustment. |
| | Total | 6 | |

[The proposal regarding establishment of above new Statistical Units was approved by SLSC in its 28.11.2011 meeting]

4. Establishment of Block Statistical Office

7.30 The 73rd and 74th amendments of constitution are formal instruments to force the minimum level of rural decentralization uniformly across all states. In this context the system of decentralised planning from the bottom with consolidated gram panchayat plan feeding to Block Panchayat plan and these feeding to consolidated district plans, there is a need for this disaggregated data at the lowest administrative level. For the collection, compilation and analysis of data, there is a need of cell at the block level. NSC has also recommended the strengthening of grass root level data collection and creation of Block Statistical Cell. At present out of 142 blocks, there is one post of investigator in each of 112 blocks and 30 posts of investigators are required to be created in rest of 30 blocks. In addition to it 142 more posts of block level investigators are recommended to be created as one investigator covering 100-150 villages of block is not sufficient. In this regard, the creation of Block Statistical Cell in total 142 blocks is proposed as per the detail given in table below:

Table-7.4 Manpower requirement for proposed Block Statistical Office

| SN | Name of post | Posts required per Block | Total no. of Proposed posts | Existing No. of posts | Additional required No. of posts |
|-----------|--------------------------|---------------------------------|------------------------------------|------------------------------|---|
| 1 | Statistical Investigator | 2 | 284 | 112 | 172 |
| | Total | 2 | 284 | 112 | 172 |

[In SLSC's 28.11.2011 meeting, this proposal was approved.]

5. Filling up of vacant posts in Line Departments

7.31 Out of 978 sanctioned posts of statistical personnel in all line departments, 488 (50%) posts are filled and 490 (50%) are vacant. In line departments related to 20-Key Statistical Activities (KSA), total 698 posts of statistical personnel are sanctioned, out of which 334 (48%) posts are filled and 364 (52%) are vacant. In line departments not related to 20-KSA, total 280 posts of statistical personnel are

sanctioned, out of which 154 (55%) posts are filled and 126 (45%) are vacant. In line departments too the statistical work is seriously hampering on account of acute shortage of statistical staff. Further the extent and scope of statistical activities is likely to increase in the line departments too under SSSP as well as FC-XIII. For strengthening the statistical activities in these departments, there is an urgent need to fill up these vacant posts. As per para 7.7 to 7.9, after creation of common cadre of statistical posts in state, the respective departments will take administrative action to fill up these vacant posts through DES, Punjab. The department-wise present status of statistical personnel strength is depicted in table below:

Table-7.5 Department-wise status of statistical personnel strength in line departments

| SN | Name of Departments | Group | | | | | | | | | | | |
|---|--|-----------|-----------|-----------|------------|-----------|------------|------------|------------|------------|------------------------------|-----------------------------|-----------------------------|
| | | A | | | B | | | C | | | Total(A+B+C) | | |
| | | S | F | V | S | F | V | S | F | V | S | F | V |
| A. Statistical personnel in line departments related to 20-KSA | | | | | | | | | | | | | |
| 2 | Heath & Family Welfare | 4 | 3 | 1 | 101 | 36 | 65 | 289 | 153 | 136 | 394 | 192 | 202 |
| 3 | Agriculture | 24 | 7 | 17 | 110 | 38 | 72 | 53 | 40 | 13 | 187 | 85 | 102 |
| 4 | Education | 1 | 1 | 0 | 3 | 3 | 0 | 4 | 2 | 2 | 8 | 6 | 2 |
| 5 | Land Record | 0 | 0 | 0 | 4 | 1 | 3 | 3 | 1 | 2 | 7 | 2 | 5 |
| 6 | Finance | 6 | 5 | 1 | 4 | 2 | 2 | 0 | 0 | 0 | 10 | 7 | 3 |
| 7 | Employment Generation & Training | 0 | 0 | 0 | 22 | 6 | 16 | 0 | 0 | 0 | 22 | 6 | 16 |
| 8 | Labour | 1 | 1 | 0 | 8 | 5 | 3 | 8 | 4 | 4 | 17 | 10 | 7 |
| 9 | Forest | 2 | 1 | 1 | 24 | 0 | 24 | 0 | 0 | 0 | 26 | 1 | 25 |
| 10 | State Transport | 1 | 1 | 0 | 0 | 0 | 0 | 20 | 20 | 0 | 21 | 21 | 0 |
| 11 | Pb. State Power Corpn. Ltd. | 2 | 1 | 1 | 2 | 2 | 0 | 2 | 1 | 1 | 6 | 4 | 2 |
| | Total-A | 41 | 20 | 21 | 278 | 93 | 185 | 379 | 221 | 158 | 698 (100 %) | 334 (48 %) | 364 (52 %) |
| B. Statistical Personnel in other line departments not related to 20-KSA | | | | | | | | | | | | | |
| 1 | Rural Development & Panchayats | 3 | 0 | 3 | 10 | 5 | 5 | 0 | 0 | 0 | 13 | 5 | 8 |
| 2 | Industries & Commerce | 3 | 2 | 1 | 8 | 6 | 2 | 30 | 16 | 14 | 41 | 24 | 17 |
| 3 | Excise & Taxation | 1 | 0 | 1 | 2 | 0 | 2 | 2 | 0 | 2 | 5 | 0 | 5 |
| 4 | Punjab khadi and Village Industries Board | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 0 |
| 5 | Punjab Scheduled Castes & Land Development Corp. | 1 | 1 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 2 | 2 | 0 |

| | | | | | | | | | | | | | |
|----|---|-----------|-----------|-----------|------------|------------|------------|------------|------------|------------|------------------------------|-----------------------------|-----------------------------|
| 6 | Punjab State Agricultural & Marketing Board (PSAMB) | 2 | 2 | 0 | 4 | 3 | 1 | 0 | 0 | 0 | 6 | 5 | 1 |
| 7 | Horticulture | 1 | 1 | 0 | 2 | 0 | 2 | 8 | 0 | 8 | 11 | 1 | 10 |
| 8 | Animal Husbandry | 3 | 0 | 3 | 52 | 28 | 24 | 61 | 55 | 6 | 116 | 83 | 33 |
| 9 | Country & Town Planning | 0 | 0 | 0 | 62 | 19 | 43 | 0 | 0 | 0 | 62 | 19 | 43 |
| 10 | Fisheries | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 1 | 1 | 0 |
| 11 | Soil & Water Conservation | 0 | 0 | 0 | 2 | 1 | 1 | 0 | 0 | 0 | 2 | 1 | 1 |
| 12 | Food Supply | 0 | 0 | 0 | 20 | 12 | 8 | 0 | 0 | 0 | 20 | 12 | 8 |
| | Total-B | 14 | 6 | 8 | 165 | 77 | 88 | 101 | 71 | 30 | 280 (100 %) | 154 (55 %) | 126 (45 %) |
| | Grand Total(A+B) | 55 | 26 | 29 | 443 | 170 | 273 | 480 | 292 | 188 | 978 (100 %) | 488 (50 %) | 490 (50 %) |

Post-wise vacancy position including non-statistical posts in the Statistical Cells of the line departments is given in Annexure-IV.

7.32 Line departments will re-assess the present staff keeping in view their role under SSSP w.r.t. 20 Key Statistical Activities in consultation with DES, which has already been declared as Nodal Department for all Statistical Activities in the state. After that they will further take the case of creation of new posts as well as filling of sanctioned posts through DES, Punjab through their administrative departments.

[In SLSC's 28.11.2011 meeting, as regarding filling up of 490 vacant posts in Line Departments, the proposal submitted was approved after noting that it entails/involves an annual financial implication of Rs.11.27 crores to the State Government.]

6. Specific additional manpower requirement in Line Departments

7.33 In view of SSSP there is immediate need of creation of certain minimum posts in the line departments even before the reassessment is made by them in view of above para, so that work of 20 KSAs may be taken up immediately. Proposal for creation of certain minimum posts in the line departments is given in following paras:

i. Line Departments related to 20-KSA

7.34 Proposal for creation of certain minimum posts in the line departments related to 20-KSA is given in following tables:

Table-7.6 Proposal for creation of certain minimum posts in the line departments related to 20-KSA

| SN | Name of Deptt. | Post proposed to be new created | | Remarks |
|----|----------------------------------|---------------------------------|----------|--|
| | | Name | No. | |
| 1 | Health & Family Welfare | Assistant System Manager | 1 | To manage statistical IT infrastructure and to develop and operate web based applications of all statistical activities of deptt. |
| 2 | Land Record | Assist. Director (Stat.) | 1 | This department has deployed non-statistical staff for performing key statistical activity in absence of statistical staff due to which quality of data is not up to the mark. Therefore, one post of the Assistant Director (stat.) and one post of SO should be created for handling the statistical unit in the department. |
| | | Statistical Officer (SO) | 1 | |
| 3 | DPI (Sec.Edu.) | Deputy Director (Stat.) | 1 | Being a Nodal department for whole educational statistics in the state, the statistical unit of this department required to be strengthened. So, one post of Dy. Director (Stat.) should be created for supervision of statistical wing of the department. |
| 4 | Transport | Assist. Director (Stat.) | 1 | This department deals with passenger traffic statistics which are very crucial for the policy decisions. The statistical wing of the department is lacking supervision due to which the quality of data is not up to the desirable standard. So, there should be a post of Assistant Director (Stat.) to supervise the statistical work of department. |
| 5 | Water Supply & Sanitation | SO | 1 | These departments have no statistical personnel to perform their respective key statistical activity for which one post of SO must be created at head office level in each of these departments for generating reliable, standardized and timely data and for its proper publication/dissemination. |
| 6 | PEPSU Road Transport Corporation | SO | 1 | |
| | Police | SO | 1 | |
| | Total | | 8 | |

ii. Line Departments not related to 20-KSA

7.35 The role of statistics has increased manifold as the data requirements of Government as welfare state as well as private sector are increasing day-by-day. RTI has also added to this. The importance of the statistical system has been rightly recognised by National Statistical Commission (2001). As a follow up of the recommendations of NSC, MOSPI, GOI, initiated India Statistical Strengthening Project with the assistance of World Bank, which is expected to strengthen statistical capacity for all the State/UTs of nation.

7.36 Undoubtedly there is a need to strengthen the statistical system in the departments dealing with 20 key activities as per proposal & suggestions made in the relevant chapters of this report. In addition to it, Statistical system of some departments not dealing with Key activities needs to be strengthened which are important from state's point of view. The proposal to provide additional manpower to these departments is given below:

Table-7.7 Proposal for creation of certain minimum posts in the line departments not related to 20-KSA

| SN | Name of Deptt. | Post proposed to be new created | | Remarks |
|----|--|-----------------------------------|-----|--|
| | | Name | No. | |
| 1 | Local Government | Dy. Director (Stat.) | 1 | This department has no statistical cell. For local area planning w.r.t. urban sector statistical indicators are very much required, for which a statistical cell is proposed in this department at State, Regional & Municipal Corporation level. So, these posts are required for these cells. The detail of proposed statistical structure in Local Govt. Department at various level is given in next para. |
| | | Statistical Officer (SO) | 12 | |
| | | Statistical Assistant (SA) | 31 | |
| 2 | Animal Husbandry | Joint Director (Stat.) | 1 | This department has large statistical cell with 117 posts. Therefore one post of Joint Director should be created in this department for supervision of statistical work at State level & for proper liaison with DES/Central Government. |
| 3 | Punjab State Council for Science and Technology. | Senior Scientific officer (Stat.) | 1 | This department is bringing out very useful publications and report on environmental aspects. Therefore as per their requirement, one post of Senior Scientific Officer (Stat.) may be created in this department to strengthen the statistical activity. |
| 4 | Dairy Development | SO | 1 | Dairy is the main subsidiary occupation of farmers & other people in rural area. This sector also contributes significantly in SDP and have a lot of future potential. This department has no statistical post to collect & publish statistical information relating to dairy outputs. So, one post of SO and one of SI is required in this department. |
| | | Statistical Investigator (SI) | 1 | |
| 5 | Social Security and Women & Child Development | SO | 2 | This department implements various welfare schemes for which statistical information on these beneficiary schemes is necessary to be maintained for policy decisions. For this purpose 2 posts of SOs and 6 of SI are required at State HQ (1 SO & |
| | | SI | 6 | |

| | | | | |
|--------------|---------------------------|----------------------------|-----------|--|
| | | | | 3 SI in each of Social Security and Women & Child Development Department). |
| 6 | Welfare of SCs/BCs | SO | 1 | This department deals with all welfare schemes related to SCs/BCs. But there is no statistical cell in this department for maintaining statistical record of beneficiary schemes. So, one post of SO and 2 of SI are required in this department at HQ level. |
| | | SI | 2 | |
| 7 | Fisheries | SO | 1 | This department deals with Fisheries statistics which are important for economy of state and estimation of state income. This department has only one post of SA which is not enough against the quantum of statistical work in this department. Hence, an additional post of SO should be provided. |
| 8 | Horticulture | Assistant Director (Stat.) | 1 | This department has a statistical unit under a centrally sponsored scheme in which 1 post of Field Officer, 2 of Technical Assistant, 3 of Field Assistant and 2 of Data Entry Operator are sanctioned. These posts are filled up on deputation from Agriculture Deptt. But due to inadequate and late supply of funds from Centre Govt., all the posts except Field Officer are lying vacant since long period due to which the work is seriously suffering. As this department involves in important state specific statistical activities and the services of this cell will be very much needed for collection of horticulture statistics envisaged under milestones of 13 th Finance Commission, so, this statistical unit must be strengthened by the State Govt. by creating 1 post of Assistant Director (Statistics), 2 of SO and 5 posts of FA instead of above posts sanctioned under CSS. |
| | | SO | 2 | |
| | | Field Assistant (FA) | 5 | |
| 9 | Soil & Water Conservation | Assistant Director (Stat.) | 1 | This department has a statistical unit containing 1 post of ARO & 1 of SA. This department deals with conservation of soil and water resources which directly related linked with agriculture production as well as environment. Voluminous data is collected and compiled for which existing sanctioned staff in statistical unit is not enough. So one additional post of AD and SA is required to be new created for the proper functioning of statistical unit. |
| | | SA | 1 | |
| Total | | | 70 | |

(Detail w.r.t. department wise-additional required posts by all line departments is given in Annexure IV.)

[In SLSC's 28.11.2011 meeting, as regards the proposal submitted for creation of 78 bare minimum additional posts in line departments, it was approved after noting that the same involves a financial implication to the tune of Rs. 2.18 crores annually for the State Government.]

iii. Proposed Statistical Structure in Local Government Deptt.

7.37 At present there is no systematic statistical system for urban data collection and no statistical post is sanctioned on the cadre of Municipal Committee/Corporation. Because of lack of statistical staff, no regular urban data is maintained in the state. To bridge this gap it is recommended that suitable structure of statistical personnel may be created in the department of Urban Local Bodies. To begin with, it is proposed that a statistical cell may be created at three levels i.e. State, Regional and Municipal Corporation level. The composition of these cells will be as under:

Table-7.8 Proposed Statistical Structure in Local Government Deptt.

| SN | Statistical Cell level | Composition | Remarks |
|----|--------------------------|--|--|
| 1 | State | Deputy Director -1 Statistical Officer-1 Statistical Assistant-2 | To co-ordinate & compile data of all sub state statistical units of Urban Local Bodies. |
| 2 | Regional Deputy Director | Statistical Officer-1 Statistical Assistant-4 | This cell will be created in each of the six regional level offices which will collect data for all committees under its jurisdiction. |
| 3 | Municipal Corp. | Statistical Officer-1 Statistical Assistant-1 | For each of 5 Municipal Corporation. |

[In SLSC's 28.11.2011 meeting, creation of Urban Statistical Structure was approved as per proposal with creation of 44 new statistical posts in Local Govt. Department.]

III. Strengthening of Infrastructure and Statistical Capacity Building

1. Buildings

i. Buildings of Head Office of ESO

7.38 ESO is the main information/data based department and acts as nodal agency for providing data to various stakeholders. Contrary to earlier period when most of the work was performed manually now-a-days efficiency of this department is directly linked with the use of modern IT tools and equipments. But at present buildings as well as other infrastructural facilities are not suitable to install these modern equipments. There is an urgent need to have IT compatible buildings, ensure good working conditions and favourable office environment.

7.39 In this context it is felt that this process should be initiated both at headquarter and at sub-state level as per needs and requirements. At present the office of Headquarter is situated in a building having limited space and old type structure which is not IT compatible. The space in this building is not enough for the head office staff and most of the headquarter branches are housed in another congested rented building. So a new building with an adequate space with IT compatibility is required for Head Office. Keeping this in view, a new building is proposed to be constructed at the total cost of Rs. 14.64 crores (detail in Annexure-IA). The total covered area of this building would be 37663 sq. ft. as per the norms/requirement of sanctioned strength of head office.

[In SLSC's 28.11.2011 meeting, the proposal for provision of land for construction of new buildings of office of HQ of DES has been approved. As informed in this meeting, the area of Conference Hall (1000 sq. ft.), Library & Documentation Hall (2000 sq. ft.), Common Utility Hall (1000 sq. ft.) and Video Conferencing Room (400 sq. ft.) has also been added in the proposal of HQ Building by separating it from proposal of Training Institute.]

ii. Renovation of existing HQ Building of ESO

7.40 The existing HQ building of ESO is in dilapidated condition and work environment is not conducive to perform complex statistical activities. It is a very old building and even electrical wiring is not as per the requirement of installation of modern IT equipments. The new proposed building of HQ of ESO will take 2-4 years for its completion and the installation of IT equipments cannot be postponed till 2-4 years.

7.41 Keeping this in view it is very essential to renovate the existing HQ building of ESO to make it IT compatible. For this purpose Rs. 50.00 lacs are proposed.

iii. Building of District Statistical Offices(DSOs)

7.42 At present out of 20, five DSOs still lack their own buildings and are located in congested rented buildings. For uniform IT infrastructure, favourable working condition to ensure connectivity with State, these districts need their own buildings. Besides, two more new Districts are recently created wherein District Statistical Office buildings are also required. Keeping this in view, a proposal (detail in annexure-IB) for constructing new buildings in these 7 districts is prepared as under:

Table-7.9 District wise proposal for Building construction

| SN | District Statistical Office | Covered Area (sq.ft.) | Estimated Cost (Rs. in lacs) |
|-----------|------------------------------------|------------------------------|-------------------------------------|
| 1 | Barnala | 3925 | 76.54 |
| 2 | Mukatsar | 3925 | 76.54 |
| 3 | Amritsar | 3925 | 76.54 |
| 4 | TaranTarn | 3925 | 76.54 |
| 5 | SAS Nagar | 3925 | 76.54 |
| 6 | Pathankot | 3925 | 76.54 |
| 7 | Fazilka | 3925 | 76.54 |
| | Total | 27475* | 535.78 |

**Land will be provided by the State Government free of cost.*

[In SLSC's 28.11.2011 meeting, the proposal for provision of land for construction of new buildings of 7 District Statistical Offices was approved.]

iv. Renovation/ Furnishing of District Statistical Offices

7.43 Buildings of District Statistical Offices housed in own Buildings (9) and District Administrative Complex buildings (6) are not in proper condition and IT compatible. Therefore it is proposed to renovate/furnish these buildings to make them IT compatible and work favourable. For this purpose total Rs. 120.00 lacs are proposed. Out of this, Rs. 30.00 lacs (5 lacs each) are proposed for 6 District Statistical Offices housed in District Administrative Complex buildings and Rs. 90.00 lacs (10 lacs each) for 9 District Statistical Offices housed in own Buildings (Annexure-ID).

v. Buildings of Block Statistical Offices

7.44 Under the 73rd and 74th Amendment of Indian Constitution, greater powers and responsibilities have been delegated to both panchayats and urban local bodies to formulate and implement the local plan schemes. The statistical machinery is expected to supplement this challenging endeavour. NSC has also recognized the need of Block Statistical Organisation to provide reliable statistical information for local area planning. As a follow up of this recommendation, Govt. of India has

already initiated process to collect Basic Statistics for Local Level Development (BSLLD) survey in one district from each state on pilot basis. This work is likely to be extended to all districts in coming period. At present data on 253 items related to availability of basic facilities is collected in each of the villages which are compiled in an annual publication namely "Village Directory". It requires to be further strengthened through amending the existing format and providing additional manpower, office building at block level. As proposed in para 7.30 that 172 posts of Investigators are required to be created. It will require suitable office accommodation for statistical staff at Block level which will also be connected through wide Area Network with districts as well as headquarter. To construct office building in each of the block @ Rs. 5.52 lac, an amount of Rs. 783.84 lacs is proposed (detail in annexure-IC) for all 142 blocks of the State as under:

| SN | Item | Value |
|-----------|---|---------------|
| 1 | Total covered area per Block (sq.ft.)* | 484 |
| 2 | Total cost of building per Block (Rs. in lacs) | 5.52 |
| 3 | Total cost of buildings in 142 Blocks (Rs. in lacs) | 783.84 |

**Land for BSOs will be provided by the State Government either in the office of BDPOs or some other suitable site.*

[In SLSC's 28.11.2011 meeting, it was approved that the provision of land for construction of buildings for this purpose may be made in the already existing Block Development and Panchayat Officer's office.]

7.45 For collection of local level statistics, a comprehensive survey namely "Village Level Amenities Survey" has also been proposed in forthcoming para of this chapter at the cost of Rs. 84.46 lacs. In addition to it, a number of surveys remain in operation throughout the year either at the instance of Govt. of India or State Govt. These are likely to increase with implementation of SSSP and FC-XIII grants activities. The surveys assigned by CSO,GOI in the current periods are as under:

| SN | Name of Survey | Period involved |
|-----------|--------------------------------|---|
| 1 | Non-Profit Institutions Survey | In process since 2008-09 and likely to be completed in 2011-12. |
| 2 | Employment Survey | Ist phase 2010-11 and 2nd phase from 2011-12 |

7.46 In addition to it, Population Census and Economic Census are conducted at regular intervals by Government of India for which lot of staff from other departments is deployed which hamper their main departmental activity. This provision of proposed staff at block level will not only result in better statistical output as data will be collected under professional supervision, it will also reduce dependency on untrained manpower of other departments.

vi. Office Furniture for DES

7.47 Adequate working space and congenial work environment is known to be directly related to efficiency of work. Therefore, a proposal for suitable furniture, including modular furniture with cabin structure, is proposed at the cost of Rs. 220.75 lacs for providing efficient working environment in the office. The district statistical offices are also lacking good working environment. To provide suitable working conditions in district offices, modular furniture is required at district level also. New proposed Block Statistical Offices will also be provided with suitable furniture. The total proposal is as under:

Table-7.10 Proposal for Modular Furniture

(Rs. in lacs)

| SN | Item | Proposed Cost |
|-----------|---|----------------------|
| 1 | Modular furniture for 544 officials (sanctioned) at HQ and District level @ Rs. 20,000/- per head | 108.80 |
| 2 | Furniture for 33 Senior level officers (sanctioned) @ 75,000/- per head | 24.75 |
| 3 | Modular Furniture for 122 new proposed posts of officials @ Rs. 20,000/- per head | 24.40 |
| 4 | Furniture for 8 new proposed posts of Senior Officers @ Rs. 75000/- per head | 6.00 |
| 5 | Furniture for new proposed 142 Block Statistical Offices @ Rs. 40000/- per Block | 56.80 |
| | Total | 220.75 |

vii. Building of Regional Training Institute (RTI)

7.48 A high profile and independent Regional Statistical Training & Research institute is proposed to be established at SAS Nagar (District HQ), a city which is coming up as IT Hub in this region, or at other area adjoining to Chandigarh. The cost of the construction of building of this institute is estimated to Rs. 1680.00 crores. A detail proposal of it is given in Chapter 6.

2. Vehicles

i. Vehicles for State Headquarter of DES

7.49 At State Headquarter level, presently there are 3 posts of Joint Directors, 2 Directors and one post of Economic Adviser. Under SSSP, 2 new posts of Directors and one of Joint Director is proposed to be created. All these officers will be involved in supervision and inspection of ISSP & FC-XIII activities for which vehicles will be required. It is proposed that independent vehicles will be provided to 4 Directors and Economic Adviser and 3 vehicles will be kept in pool for other officers at HQ. So total 8 vehicles are required. At present, department has two Ambassador Cars, out of which one is due for condemnation as it is very old. Hence 7 new vehicles are required more. Out of these 7 vehicles, 1 car for the HoD, 1 Innova Car for other senior officers of department and representatives of MOSPI who will visit state from time to time) and 5 Bolero Jeeps would be procured. The operational cost of 6 vehicles out of total 8 will be met from the ISSP funds for the implementation period of project. Thereafter it will be borne by the State Govt. The operational cost will be Rs. 18000/-p.m., per vehicle (Rs. 10,000 for salary of drivers and Rs. 8000 for fuel and maintenance charges etc). The total proposal is as under:-

(Rs. in lacs)

| SN | Item | No. | Per unit cost | Total Cost | Remarks |
|-----------|--------------------------------|------------|----------------------|-------------------|----------------|
| 1 | One car for HoD | 1 | 15.00 | 15.00 | One time cost |
| 2 | One Toyota Innova Car (Diesel) | 1 | 12.75 | 12.75 | One time cost |

| | | | | | |
|--------------|---|---|------|---------------|--|
| 3 | 5 Bolero Jeep (it is an indicative type brand which may be altered to any other similar level brand) | 5 | 6.15 | 30.75 | One time cost |
| 4 | Operational cost @ Rs. 18000/- p.m., per vehicle for 4 vehicles for 4 and half years & for 2 vehicles for 4 and half years. | - | - | 54.00 | After project period the cost will be borne by State Govt. |
| Total | | | | 112.50 | |

ii. Vehicles for District Statistical Offices of DES

7.50 The District Statistical Officers have to tour extensively to supervise the statistical activities in the field. Now with the introduction of ISSP project and FC-XIII recommendations, statistical work will increase manifold in districts. Preparation of Business Register, data collection on Farm Activities and Local Bodies is a very vast & comprehensive field exercise under FC-XIII. At present few vehicles are available with districts but all these are very old and long due for condemnation. Keeping this in view, it is proposed to provide one new vehicle to each District Statistical Office. Proposal of 22 vehicles for 22 districts is as under:

(Rs. in lacs)

| SN | Item | No. | Per unit cost | Total cost | Remarks |
|--------------|--|-----|---------------|---------------|--|
| 1 | Purchase of Bolero Jeep | 22 | 6.15 | 135.30 | One time cost |
| 2 | Operational cost @ Rs. 18000/-p.m., per vehicle for 4 and half years | - | - | 213.84 | After 4 and half years the cost will be borne by State Govt. |
| Total | | | | 349.14 | |

iii. Vehicles for proposed Block Statistical Offices of DES

7.51 The officials posted in the Blocks have to visit each village on regular interval to collect primary/secondary information w.r.t. Village Directory. Besides, block level official is the main functionary to collect required statistical information relating to the various surveys and studies assigned by GOI and State Govt. In this background

Block Statistical Office has been proposed to be created in each of the block in this Chapter. Under ISSP and FC-XIII, block level officials will be entrusted the additional duties to collect grass root level data for Local Area Planning. Keeping in view the importance of village-wise information it is proposed to provide one motorcycle for each Block Statistical Office. Financial proposal is as under:

(Rs. in lacs)

| SN | Item | No. | Per Unit Cost | Total Cost | Remarks |
|-----------|--|------------|----------------------|-------------------|--|
| 1 | Purchase of Motorcycle | 142 | 0.49 | 69.58 | One time cost |
| 2 | Operational cost @ Rs. 1000/- p.m., per vehicle for 3 and half years | - | - | 59.64 | After 3 and half years the cost will be borne by State Govt. |
| | Total | | | 129.22 | |

iv. Vehicles for Regional Training Institute

7.52 For the Training Institute one Mini Bus (around 30 seating capacity) and 2 Bolero Jeeps are required for which detail proposal is given in Chapter 6.

v. Vehicles for Line Departments

7.53 Agriculture is the main activity of state economy and Agriculture department is the key line department which deals with one of the 20- key statistical activities. This department requires one vehicle for the field supervision of statistical work. For this purpose one Bolero Jeep is proposed at the total cost of Rs. 6.15 lacs to be provided to Agriculture department for the statistical work only. Running cost will be met by the department itself. This vehicle will be utilized for collection of data proposed to be collected on "Improvement in data in respect of farm activities" to be covered under FC-XIII and ISSP.

3. IT and related Infrastructure

a. Information & Communication Technology for DES

7.54 The National Statistical Commission has made the following recommendations to strengthen the information Technology in the State Statistical System:

1. Urgent steps to be taken to strengthen Computer Hardware and Software in the State DES.
2. It is essential to establish strong communication links between State Directorate of Economic and Statistics and statistics divisions of the departments for online transmission of data.
3. For mobile applications, laptops should be provided to the field staff.
4. There should be regular computer training programme for statistical personnel at all levels.
5. Attempts should be made to collect information on electronic media from enterprises in case of certain surveys like Annual Survey of Industries or in the envisaged survey or non-manufacturing industries.
6. The State DES has to develop and nurture expertise and skills in various specialized statistical software.
7. A website of all classification, concordance tables along with online database query system should be developed for public use. This system should help the user in identifying a code on the basis of part description or key words.
8. To cut down travel expenses and wastage of time, it would be more economic and convenient to go in for video conferencing facilities, which are comparatively inexpensive when held between a pair of participants.

7.55 On the recommendations of NSC following steps are proposed to strengthen Information Technology:

i. Advanced Data Processing (ADP) Division

7.56 An Advanced Data Processing (ADP) Unit is proposed to be setup in DES, Punjab which will be well equipped with latest Servers, desktops and Software. The ADP Unit will be responsible for development of Software for all regular works and various censuses and surveys conducted by the department and also Maintenance of Network, Internet, E-mail, Web server, FTP Server and Systems Problems. It will also undertake the preparation of master copies of all the publications released by the DES time-to-time using Page Maker, Photoshop, MS Word and Excel.

7.57 All the systems in the Directorate will be connected with Local Area Network and Internet through PAWAN. The Directorate will be equipped with 2 mbps dedicated leased line, which may link all the 22 districts and 142 Blocks for data and file transfer through FTP for speedy and timely transfer of data from block level to

District level and from District Level to Directorate Level. The Directorate has its own Web Site with the Domain Name as www.esopb.gov.in. The scope and sphere of this web site will be enlarged and all the statistical data of DES, Punjab will be placed on this site.

7.58 This ADP division will be looked after by a highly qualified IT System Manager who will be supported by 2 Assistant Managers and 5 Data Entry Operators. These posts are proposed to be new created at HQ of DES, Punjab.

7.59 All the data entry work pertaining to various censuses and surveys and regular work of DES will be decentralized at Districts and Block level. The ADP Unit will develop the necessary Software in house for all the works and send to the districts after imparting training to the district staff. After computerization of data at district level, the data will be transmitted to the Directorate through FTP and the same may be processed and reports would be generated at State level.

ii. IT Hardware and Software in DES at Head Office, District and Block level

7.60 Directorate of Economics and Statistics (DES) which is the nodal agency in the State Statistical System will extend technical guidance and support to strengthen the statistical cell of the various departments. The State DES is to be strengthened to suitably respond to the expanding and emerging data needs of the stakeholders.

7.61 In the era of information and communication technology, computerization of the department with necessary Hardware, Software and Network facilities is indispensable to maintain the voluminous data originated from various Censuses, Surveys and administrative records as well as to generate the reports and publish the processed information.

7.62 At present data entry work in the DES as well as in districts is being done in different machines. The data entered in different machines needs to be merged into single database which sometimes result in duplication of data. Moreover person should have an expertise in handling of database. In order to overcome these problems, it is necessary to have centralized data storage system by adopting client

server technology so that all the entered data in different machines can be stored in one server.

7.63 To implement this technology, the Directorate, Districts and Block Offices in DES need to be strengthened with latest Server, Desktop systems and Printers with necessary software, as the present very limited number of servers and desktops are more than 6 years old and most of them are not working properly.

7.64 Laptops with internet connections are also proposed for all the officers upto Deputy Economic & Statistical Advisers and above for storing the relevant data and to retrieve the data as and when required. Multifunctional Printers are also proposed for all these officers.

7.65 A palmtop is proposed to be provided to each Block level statistical functionary i.e. Investigator for timely collection and online transmission of statistical data to district and state level.

7.66 The DES conducts training programmes on various subjects at district level. At present multimedia equipment is not available in the districts. There is a need to procure LCD Projector with screen for each district and 2 for DES Level.

iii. Web Based Applications

7.67 Efforts are being made to develop the web based application for collection of data for all statistical reports as well as administrative work. Online applications for all the functions of the Block Statistical Offices and other field functionaries are to be developed for data entry, validation and report generation. A web portal presents information from diverse sources in a unified way. This is one of the main electronic tools in e-governance which enables paperless online interaction with various stakeholders. All the web sites of the line departments are to be linked to the DES web site. The required data to be uploaded on the web sites of respective line departments would be accessed through DES web site. Under this system, the required data can be accessed from the line departments under one roof.

7.68 Hence, it is proposed to develop the web based applications for all activities of the department by giving to agencies of proven competence. It is also proposed to

create a web portal to solve the problem of inordinate delays in the collection of official statistics.

iv. Data Warehouse

7.69 Data warehouse provides a single place to store the important data and access historical data. Data not stored in the same place is difficult to locate and compare. Building a data warehouse does increase security risk because important information is all in one place. At present, Data warehouse is not available in the Directorate.

7.70 Therefore, building a Data Warehouse is very much necessary to maintain a comprehensive database that helps the Government and other data users to readily and easily access the available information. Data can also be published on the Website and made available to the users with the Data Warehouse publishing tools.

7.71 Prior to computerization of the department, most of the data is available in hard copies in various formats. Integration of data is not possible and more over it is time taking for tracing of data to prepare time series reports. Hence the hard copies of data available in DES for the last 20 years need to be digitized for permanent storage of data and faster retrieval of the data as and when required. Therefore Digital Library is also proposed for digitization of data.

7.72 The detail proposal in respect of IT hardware and software for DES is as under:

Table-7.11 Proposal in respect of IT hardware

| SN | Item | Quantity (No.) | | | | Rate (in Rs.) | Amount (Rs. in lacs) | Remarks |
|----|---|----------------|------|-------|-------|---------------|----------------------|--|
| | | District | H.Q. | Block | Total | | | |
| 1 | Laptop (Sony) (HP dc 7000) | 22 | 15 | - | 37 | 46100 | 17.06 | To be provided to DESA & above officers. |
| 2 | Desktop Computer Service w/w Intel V Proconfiguration | 200 | 178 | - | 378 | 38495 | 145.53 | To be provided to all Statistical Officials except Investigator in Blocks. |
| 3 | Palmtop HP 200 LX | - | - | 112 | 112 | 30000 | 33.60 | To be provided to Investigator posted in Blocks. |
| 4 | Coloured Printer HPCLJCP 2025 DN | - | 2 | - | 2 | 35000 | 0.70 | For H.Q. |
| 5 | Multifunctional Printer | 22 | 14 | - | 36 | 12000 | 4.32 | To be provided to DESA & above officers. |

| | | | | | | | | |
|----|--|-----|-----|-----|-----|-------------|---------------|--|
| 6 | Normal Printer HP/LJ P 1007 Laser Printer | 92 | 64 | - | 156 | 5475 | 8.53 | To be provided to RO & DSO and 2 to each branch at H.Q. and in Districts. |
| 7 | Projectors sharp PG-D3510X | 22 | 2 | - | 24 | 61162 | 14.69 | Two at H.Q. and 22 for districts. |
| 8 | Projector for Conference Room | - | 1 | - | 1 | 61000 | 0.61 | - |
| 9 | Extra Projector Screens for Conference Room | - | 5 | - | 5 | 25000 | 1.25 | - |
| 10 | Antivirus 1) CA/OEM/OEM approved (1 user) | 222 | 193 | 112 | 527 | 1000 x 3.76 | 19.79 | Cost of Antivirus calculated for 3.76 years for Computer/Laptops/Palmtops. |
| 11 | MS Office (i) With Media | 22 | 3 | - | 25 | 10340 | 2.59 | - |
| 12 | -do- (ii) Without Media | 200 | 190 | 112 | 502 | 9340 | 46.89 | - |
| 13 | Scanner | 22 | 5 | - | 27 | 6000 | 1.62 | - |
| 14 | Computer Table | 22 | 15 | - | 37 | 3000 | 1.11 | - |
| 15 | Computer Chairs (Revolving with Arms) | 22 | 15 | - | 37 | 4000 | 1.48 | - |
| 14 | Data Card for Laptops for internet connectivity | 22 | 15 | - | 37 | 1600 | 0.59 | - |
| 15 | Monthly Charges of 37 Data Cards @ Rs. 830 p.m. | 22 | 15 | - | 37 | - | 16.61 | - |
| 16 | Pen Drive 4 GB | - | - | - | 517 | 450 | 2.33 | One for each Statistical Officials |
| 17 | Cost escalation and other related expenses (22%) | - | - | - | - | - | 70.25 | - |
| | Total | | | | | | 389.55 | |

(Note: - Estimated on the basis of sanctioned posts.)

Table 7.12 Proposal in respect of IT Software

(Rs. in Lakhs)

| SN | Software | Unit | No. | Unit cost | Total Cost |
|----|--|------|-----|-----------|---------------|
| | a. District Level | | | | |
| 1 | Procurement of Server operating system, RDBMS Software | No. | 22 | 2.50 | 55.00 |
| 2 | Application development for generation of Dynamic (Query based)Reports and | No. | 1 | 50.00 | 50.00 |
| 3 | Integration with NIC Server and Application Development for use of other line departments data | No. | 1 | 10.00 | 10.00 |
| | Sub-total(a) | | | | 115.00 |

| b. Directorate State Level | | | | | |
|-----------------------------------|--|-----|-----------|--------|---------------|
| 1 | Procurement of Server operating system, RDBMS Software & (Core based) | No. | 1 | 20.00 | 20.00 |
| 2 | Procurement of Statistical package, Library information System for Library , File Management System (FMS), Inventory Management System (IMS) | No. | 1 | 40.00 | 40.00 |
| 3 | Data Ware housing software including conversion of legacy data into unique structure | No. | 1 | 90.00 | 90.00 |
| 4 | Development of website of DES. | No. | 1 | - | 3.50 |
| 5 | Development of Customized Software for DES Applications | No. | Not fixed | 100.00 | 100.00 |
| 6 | GIS Software (Server Version) | No. | 1 | 50.00 | 50.00 |
| 7 | SPSS Software (with Licence) | No. | 1 | 8.00 | 8.00 |
| 8 | SPSS for Data Analysis | No. | 1 | 30.00 | 30.00 |
| Sub-total(b) | | | | | 341.50 |
| Total (a+b) | | | | | 456.50 |

[Since Information Technology (IT) represents a critical determinant for the successful and purposeful implementation of ISSP, the SLSC in its 28.11.2011 meeting, directed that the following crucial aspects thereof be also duly taken care of and effectively addressed in the process:-

- (a) To avoid unnecessary duplications, formats be so designed that data entry takes place at only one place and this data can thereafter be utilized by Government of India and other departments of the state. It would require that DES plays its active role as designated Nodal Agency for statistics in the state.***
- (b) The SLSC advised the Nodal Statistical Agency for the project viz the DES, to focus all the required attention on the setting up and operationalization of state Data Portal which can cater to the data/information requirements of a large and growing numbers of entities in the data users' community.]***

v. IT proposal for New Proposed Block Statistical Offices (BSOs)

7.73 Newly proposed BSOs will be connected with the district as well as state for which computer hardware/software is required. Proposal is as under:-

Table-7.13 IT proposal for New Proposed Block BSOs

| SN | Particulars | Quantity | Rate (in Rs.) | Amount (Rs. in lacs) | Remarks |
|-----------|--|-----------------|--------------------------|---------------------------------|--|
| 1 | Computer Desktop | 142 | 38495 | 54.66 | For proposed 142 BSOs. |
| 2 | Palmtop | 172 | 30000 | 51.60 | For proposed 172 Investigators' posts to be new created. |
| 3 | Normal Printer | 142 | 5475 | 7.78 | For proposed 142 BSOs to be posted in 142 Blocks. |
| 4 | Antivirus | 314 | 1000x2 | 6.28 | 1 User |
| 5 | MS Office | 314 | 9340 | 29.33 | Standard without Media |
| 6 | Computers Tables | 142 | 3000 | 4.26 | - |
| 7 | Computers Chair | 142 | 4000 | 5.68 | - |
| 8 | Pen Drive 4 GB | 172 | 450 | 0.77 | - |
| 9 | Cost escalation and other related expenses (22%) | - | - | 35.28 | - |
| | Total | | | 195.64 | |

vi. IT for Regional Training Institute

7.74 Proposal is given in Chapter 6.

vii. IT Consultant-cum-Project Management Agency

7.75 IT System is a crucial component that would form core element for the success of PSSSP. In order to ensure proper continuity of implementation of IT proposal, it is proposed to hire the services of IT Consultant-cum-Project Management Agency. Such agency would be overall responsible for all IT aspects including plan implementation methodology and financial model etc. The agency would assist the department in preparing Expression of Interest (EOI)/Request for Proposal (RFP) for selection of System Integrator (SI)/Implementation Agency (IA). After the selection of SI/IA, IT Consultant-cum-Project Management Agency shall also be responsible for user acceptance tests project management, monitoring, evaluation and auditing, etc. For hiring of IT Consultant-cum-Project Management Agency an amount of Rs. 200.00 lacs is proposed.

b. IT proposal for Line departments

i. Line Department Related to 20-Key Statistical Activities (KSA)

7.76 There are 15 departments in the state which are performing statistical activities related to 20-KSA. These departments have exclusive statistical cell having statistical staff. Certain departments such as Police, Water Supply and Public Works etc. not having statistical staff are performing such activities with non-statistical personnel. Most of statistical work in these departments is being done manually due to lack of IT equipments. To improve the process of data collection, processing and dissemination a comprehensive IT proposal have been prepared for these departments as follows:-

Table-7.14 IT proposal for line departments related to 20- KSA

(No.)

| SN | Name of Department | Com-puter | Lap-top | Prin-ter | Scan-ner | Computer Table+ Chair | Fax Mac-hine | Photos-tat machine |
|----|----------------------------|------------|----------|------------|----------|-----------------------|--------------|--------------------|
| 1 | Health | 148 | 1 | 22 | 1 | 148 | - | - |
| 2 | Finance | 4 | 1 | 1 | 1 | 4 | - | - |
| 3 | Agriculture | 32 | 2 | 25 | 1 | 32 | 1 | 1 |
| 4 | Land Records | 24 | - | 22 | - | 24 | - | - |
| 5 | Education | 25 | - | 22 | - | 25 | 1 | - |
| 6 | Labour | 25 | - | 22 | 1 | 25 | - | - |
| 7 | Employment | 12 | - | 7 | - | 12 | - | - |
| 8 | Pb State Power Cop. | 4 | - | 4 | - | 4 | - | - |
| 9 | Forest | 22 | - | 22 | - | 22 | - | - |
| 10 | Water Supply | 0 | - | - | - | 0 | - | - |
| 11 | Public Works | 15 | - | 15 | - | 15 | - | - |
| 12 | Transport | 19 | - | 19 | - | 19 | - | - |
| 13 | Police | 1 | - | 1 | - | 1 | - | - |
| 14 | PEPSU Road Transport Corp. | 11 | - | 11 | - | 11 | - | - |
| | Total | 342 | 4 | 193 | 4 | 342 | 2 | 1 |

ii. Line Department not related to 20-Key Statistical Activities

7.77 There are 18 line departments in the state which do not relate to the 20-key statistical activities but are involved in other important state specific statistical activities. Almost all these departments have their statistical units through which they perform these statistical activities and release/publish various statistical reports/publications. Among these departments, the department of Animal Husbandry, Industry and Commerce, Rural Development and Panchayats and Horticulture are very important departments which have their own statistical units with a handsome cadre strength. So all these 18 departments have been given due importance from states point of view in ISSP project and a proposal to provide total 100 computers with peripherals to these departments is as under:

Table-7.15 IT proposal for line departments not related to 20- KSA

(No.)

| SN | Name of Department | Computer | Printer | Scanner | Computer table+ chair |
|----|---|----------|---------|---------|-----------------------|
| 1 | Dairy | 5 | 2 | - | 5 |
| 2 | Local Govt. | 14 | 13 | 1 | 14 |
| 3 | Pb. Khadi Board | 1 | 1 | - | 1 |
| 4 | Rural Dev. & Panchayats | 5 | 2 | 1 | 5 |
| 5 | S.C. Land Dev.& Finance Corp. | 2 | 2 | - | 2 |
| 6 | Marketing Board | 2 | 2 | - | 2 |
| 7 | Horticulture | 5 | 3 | - | 5 |
| 8 | Animal Husbandry | 22 | 22 | 1 | 22 |
| 9 | Punjab State Council for Science & Technology | 1 | 1 | - | 1 |
| 10 | Town & Country Planning | 2 | 2 | - | 2 |
| 11 | Food & Civil Supplies | 5 | 3 | - | 5 |
| 12 | Co-operation | 3 | 2 | - | 3 |
| 13 | Fisheries | 2 | 2 | 1 | 2 |
| 14 | Soil Conservation | 2 | 1 | 1 | 2 |
| 15 | Industry & Commerce | 23 | 22 | 1 | 23 |
| 16 | Social Security & Women & Child Dev. | 2 | 2 | - | 2 |

| | | | | | |
|----|-------------------|------------|-----------|----------|------------|
| 17 | Excise & Taxation | 2 | 2 | - | 2 |
| 18 | SC & BC Welfare | 2 | 2 | - | 2 |
| | Total | 100 | 86 | 6 | 100 |

The Statistical activities of all these 18 line departments are being strengthened by providing suitable IT infrastructure under this project. These departments would prepare at least one publication on their key statistics data sets annually and disseminate it on website.

iii. Overall IT Proposal of Line Departments

7.78 Overall IT proposal alongwith its cost of line departments is as under:

Table-7.16 Overall IT proposal for line departments

(No.)

| SN | Name of Item | Quantity | Per Unit Cost(Rs.) | Total Cost (Rs. in lacs) |
|----|---|----------|--------------------|--------------------------|
| 1 | Computer (with UPS) | 442 | 38500 | 170.02 |
| 2 | Laptop | 4 | 46100 | 1.84 |
| 3 | Antivirus | 446 | 1000 | 4.46 |
| 4 | M.S. Office | 446 | 10340 | 46.12 |
| 5 | Printer (i) Normal | 279 | 5475 | 15.28 |
| 6 | Scanner | 10 | 6000 | 0.60 |
| 7 | Computer table | 442 | 3000 | 13.26 |
| 8 | Computer chair | 442 | 2000 | 8.84 |
| 9 | Fax machine | 2 | 15000 | 0.30 |
| 10 | Photostat Machine | 1 | 46000 | 0.46 |
| 11 | Statistical software (1 for Land Record Rs.10,00,000 & 1 for Health Deptt. Rs. 15,00,000) | 2 | 25,00,000 | 25.00 |
| 12 | Cost escalation (10%) | | | 28.62 |
| 13 | Custom Software | | | 100.00 |
| | Total | | | 414.80 |

4. Miscellaneous Automation/Multi-media equipments for ESO

7.79 For performing in-house videography of meetings, trainings and workshops at head office and for its visualisation, one Digital Camera and LCD plasma TV is also proposed for office use. One Refrigerator is proposed for DG. The proposal is as under:

Table-7.17 Proposal for Multi media and automation equipment

(Rs.in lacs)

| SN | Particulars | Quantity | Rate | Amount |
|-----------|-----------------------------|-----------------|-------------|---------------|
| 1 | Photocopying Machine for HQ | 1 | 0.60 | 0.60 |
| 2 | Digital Camera | 1 | 0.30 | 0.30 |
| 3 | LCD Plasma TV | 1 | 0.50 | 0.50 |
| 4 | Refrigerator | 1 | 0.15 | 0.15 |
| | Total | | | 1.55 |

5. Video Conferencing facility at HQ in DES

7.80 Various meetings and conferences are held at State HQ with the sub-state level officers to review progress in different statistical activities & development schemes which consume lot of time and resources. Such interaction is likely to increase further with introduction of ISSP and FC-XIII grant activities. To cut down travel expenses and wastage of time, video-conferencing facility is proposed to be set up at HQ. The cost of this facility will be Rs. 10.98 lacs. The proposal is as under:

Table-7.18 Proposal for Video Conferencing facility

(Rs.in lacs)

| SN | Particulars | Estimated cost |
|-----------|--------------------|-----------------------|
| 1 | VC End point | 3.60 |
| 2 | UPS | 0.40 |
| 3 | Router | 1.50 |

| | | |
|----|--|--------------|
| 4 | Switch | 0.50 |
| 5 | Modem | 0.30 |
| 6 | Rack | 0.10 |
| 7 | Phone (Optional Hot Line) | 0.10 |
| 8 | 2 MBPS Lease Line Connectivity from BSNL Rs. 30000/- Per year | 1.50* |
| 9 | Connectivity with District Statistical Offices which are situated at the most 100 meter from DC Office | 1.00 |
| 10 | Cost escalation and other expenses | 1.98 |
| | Total | 10.98 |

**Total connectivity will also be done with this amount.*

6. Digital Library at HQ in DES

7.81 DES has a big volume of time series data and large number of statistical publications, which are procured in Library of the department. This library caters to the needs of various Govt. departments, agencies, research institutions and individual researchers. As the paper has a limited life period and it is difficult to maintain hard copies of these documents for a longer period. In IT age, library of such an information based department must be digitalised. Keeping this in view, it is proposed to set up a Digital library in DES with suitable IT and other infrastructural facilities. At the same time condition of existing library will also be improved for maintaining important old and new publications on professional lines. At present condition of the library is pitiable and very rare and precious record and publications are not being maintained in proper way. For this purpose new racks and furniture will be procured and important publications will be kept safely and further damage will be avoided. The total cost of this whole proposal is expected to be Rs. 36.50 lacs. It includes cost of Rs. 3.60 lacs per years to be paid to IT professional who will be appointed through out- sourcing for operating this Library. After the period of 5 years this cost may be borne by State Govt. The detail of this proposal is given as under:

Table-7.19 Proposal for Digital Library**(Rs.in lacs)**

| SN | Items | Units | Cost per Unit | Total Cost |
|-----------|---|--------------|----------------------|-------------------|
| 1 | Server | 2 | 1.50 | 3.00 |
| 2 | PC + Printer | 5 | 0.50 | 2.50 |
| 3 | M.S. Office | 5 | 0.104 | 0.52 |
| 4 | UPS (1+5) | 6 | 0.33 | 2.00 |
| 5 | Networking (LAN +Switch) | 1 | 0.50 | 0.50 |
| 6 | Site preparation (Paint + Partition+AC) | lump sum | - | 1.00 |
| 7 | Furniture and racks | lump sum | - | 5.00 |
| 8 | Binding of old and new publications | lump sum | - | 1.00 |
| 9 | Miscellaneous | - | 2.00 | 2.00 |
| | Sub total | | | 17.52 |
| 10 | Manpower Technical Expert (for 3 years, after that continue by State Govt.) | | 3.60 (Per Year) | 10.80 |
| 11 | Scanning of previous Publications(80000 Page) | 80000 | Rs. 2/- | 1.60 |
| | Sub total | | | 12.40 |
| 12 | Cost escalation and other expenses (22%) | | | 6.58 |
| | Grand Total | | | 36.50 |

7. Training of Statistical Personnel of Punjab State

7.82 There is an urgent need for providing comprehensive training to all the statistical personnel of DES and other line departments. No initiative/programme of any organisation can be successfully implemented if the functionaries are not aware of their role and responsibilities. To make them aware about their role various types of trainings are necessary. There are about 1479 statistical personnel in the state. In addition to it, 234 non statistical persons are performing statistical activities in various departments who require trainings too (detail in annexure-VII). The training will include initial induction trainings, refresher trainings and subject specific trainings. In fact every officer and staff of departments should undergo training on various subject modules at least once in a year.

7.83 Detailed proposal of training requirements of Punjab State is prepared which is given in chapter-6. It includes as under:

i) Training Cost for Project period: An estimated amount of Rs. 311.00 lacs has been proposed for conducting various training programmes in proposed Training Institute. In addition to it, Rs. 210.00 lacs (Rs. 70.00 lacs annually) are proposed for 3 years (2014-15 to 2016-17) as cost of faculty for these trainings.

ii) Training Requirements of Punjab State for the year 2012-13 & 2014-15: The training Institute will take time to be completed. It is expected to come into existence after 2 or 3 years. During this period the training requirements of the Punjab State can not be postponed. Punjab has an administrative training Institute, namely, Mahatma Gandhi State Institute of Public Administration, Punjab (MGSIPAP), situated in Chandigarh. DES, Punjab has already tied-up with this Institute to impart training to Statistical Personnel of DES. The services of this Institute will be taken to impart training to Statistical Personnel in State till the time the Regional Training Institute is completed and started to function. For this purpose Rs. 60.00 lacs are proposed for this period.

8. Surveys & Studies

i) Surveys and studies to bridge data gaps in State Statistical System

7.84 Surveys and studies are necessary for bridging the data gaps in statistical system. There are several data gaps in the existing statistical system of state, which have been identified in Punjab Report (2006) namely "Study for identifying Specific Requirements for Strengthening of State Statistical Bureaus Phase-I" and in various chapters of present Report also. To bridge these data gaps a lump-sum amount of Rs.1000.00 lacs has been proposed for surveys and studies. An indicative list of surveys & studies to be conducted is attached at Annexure-VI. Most of the surveys and studies will be conducted through outsourced Institutions/Organisations. To identify the surveys and studies to be conducted during the project period of ISSP, the services of subject specialists will be hired for the specific period, the cost of which is involved in the proposed amount of Rs. 1000.00 lacs.

ii) Village Level Amenities Survey

7.85 A Village Level Amenities Survey is proposed to be conducted in state. The detail of cost of which is given below:

- i) Consultancy for survey = 10.00 lacs
- ii) Printing of schedules and instruction manuals (15000x25)= 3.75 lacs
- iii) Filling up of schedules (12278 villagex500)= 61.39 lacs
- iv) Scrutiny and supervisory charge @ Rs. 10 = 1.23 lacs
- v) Data entry & tabulation@Rs.50/ = 6.14 lacs
- vi) Software = 1.00 lac
- vii) Contingency @ 10%= 7.35 lacs

Total= 90.86 lacs

iii) Establishment of Data bank on development schemes & inspection thereof

a) Data Bank of Development schemes

7.86-a There are number of developmental programmes /schemes sponsored by central as well as state governments. Most important are centrally sponsored schemes such as MPLADS and Flagship Programmes like Sarbh Siksha Abian, National Rural Health Mission and various other World Bank Assisted projects. Similarly a number of schemes funded by state government are being implemented through various departments of the state Govt. At present there is no systematic integrated data bank of such schemes in the State. Due to lack of such data bank, on one hand there are chances of funding for the same purpose on the other certain deserving pockets may be neglected. For example a large number of grants are still being allocated for construction of streets & drains every year from various central & state Govt. schemes and it appears that after 64 years of independence as if we have not completed constructing of streets whereas all the villages have pacca streets. Due to lack of a systematic data bank of various works carried out under different schemes, their proper monitoring, physical inspection and evaluation is also not possible. Hence there is an urgent need to create the integrated data bank of works/beneficiaries of all important schemes/programmes at Head office of DES and

at each of district level. This data bank may be created village-wise in rural areas & ward-wise in urban areas. The exact scope & coverage of this data bank will be decided in consultation with experts & stakeholders. An amount of Rs. 5.00 lacs is proposed for computerised data bank in each of 22 districts and Rs. 10.00 lacs for Head office say to total of Rs. 120.00 lacs.

b) Consultancy for checking delivery of benefits and inspections of works

7.86-b Because of lack of proper checking & inspections by third party there are many chances of benefits not reaching the deserving beneficiaries or works not being executed at sites. Therefore it is proposed to create the inspection Machinery at state Headquarter of DES constituting of Engineers, (both civil & mechanical), Accountants, Economists etc. to inspect the works under various schemes on the basis of above proposed (para) data bank. This inspection machinery will be enrolled by DES, Punjab and hired on consultancy as & when required from time to time. This inspection unit will be supervised by a senior officer of DES. For this purpose an amount of consultancy Rs. 10.00 lacs per annum is proposed for the period of 5 years of the project. Hence, total amount of Rs. 50.00 lacs is proposed for this purpose for project period.

The cost of above said surveys/studies is given in tabular form as under:

(Rs. in lacs)

| SN | Activity | Unit | No. | Unit cost | Total Cost |
|-----------|---|-------------|------------|------------------|-------------------|
| 1 | Surveys and studies to bridge data gaps in State Statistical System. (Indicative list at Ann.-VI) | No. | Lump-sum | - | 1000.00 |
| 2 | Village Level Amenities Survey (As per detail given below) | No. | 1 | 90.86 | 90.86 |
| 3 | Establishment of Data bank on development schemes & inspection thereof: | | | | |
| | a) Data Bank of Development schemes | No. | 1 | 120.00 | 120.00 |
| | b) Consultancy for checking delivery of benefits and inspections of works | No. | 1 | 50.00 | 50.00 |
| | Total | | | | 1260.86 |

9. Survey of Residual Industrial Units

7.87 Survey of Residual Industrial Units under Annual India Survey of Industries will be conducted in the state as per decision of MOSPI taken in the meeting held on 29.7.2011. This survey will be started in the year 2012-13 for which an estimated amount of Rs. 47.00 lac is proposed for each of the coming 5 years. In view of it, total 235.00 lacs are proposed. If this cost is met from FC-XIII's grant meant for improvement of statistical system at State and District level as per the future directions on MSSPI, GOI then this proposed amount will be surrendered in lieu of FC-XIII's grant.

10. Expert/Consultancy Services

7.88 The data produced by DES and Line departments is not upto the required national standard. It suffers from various deficiencies and at the same time there are many data gaps in state statistical system. DES as a nodal agency and apex statistical body in the state is expected to play role for improving the statistical system in the state. But DES is unable to perform this role because of shortage of staff and lack of expertise. So to bridge the manpower and expertise gap, DES requires the services of subject experts in official statistics. At the same time the statistical work of DES is likely to be linked to IT under the ISSP Project. But DES has no IT trained personnel at State HQ to look after the operational work of IT infrastructure.

7.89 Therefore, six Subject Specialists, four IT & related Experts (including one Hardware Expert) at HQ and 22 subject specialists at Districts level (one in each district) are proposed to be appointed for the period of five years during the ISSP Project. The subject specialists will be appointed only for the five years i.e. the award period of ISSP project, whereas four IT & related Experts will be continued even after this. The cost of IT & related personnel after the project period will be borne by the state govt. An amount of Rs. 648.00 lacs is proposed for project period for this component as per detail given below:

(Rs. in lacs)

| SN | Activity | Unit | No. | Unit cost | Total Cost |
|----|---|--------|-----|-----------|---------------|
| 1 | Six Specialists/Experts in Official Statistics i.e. Surveys/Studies, State Income & other Official statistics at head office @ Rs. 35000 p.m. | months | 60 | 2.10 | 126.00 |
| 2 | Three IT Experts at head office (one @ Rs. 35000 & two @ Rs.25000 each p.m.) | months | 60 | 0.85 | 51.00 |
| 3 | One Electrician at head office @ Rs. 15000 p.m. | months | 60 | 0.15 | 9.00 |
| 3 | 22 Specialist/Expert in Official Statistics i.e. Surveys/Studies, State Income & other Official statistics 22 districts @ Rs. 35000 p.m. | months | 60 | 7.70 | 462.00 |
| | Total | | | | 648.00 |

11. Promoting Partnerships with Universities and Research Institutes

7.90 It is proposed to create an Internship Programme for bright post graduate students in Economics & Statistics, under the supervision of a senior faculty member from the selected universities to enable such students and faculty members to get practical experience of statistical activities of state Government. They could be integrated at the head office as well as in the district offices of DES and important key departments for specific assignments, including studies and surveys. On one hand this will integrate the academic institutions with this department, on the other it will help to generate a pool of various professionals which can be utilized for various short term data needs and surveys etc.

7.91 It is proposed to initiate this programme from four universities of the state to start with. Each university could send 9 interns for a period of six months at a stipend of Rs. 5000 pm. 22 interns would be deployed at district level (one in each district) and 6 at headquarter of DES and 8 in important key line departments such as Agriculture, Health, Education, Labour, Employment, Transport, Finance and Forest. The programme would be supervised by a Nodal Officer designated by the

respective department and the faculty member from the university. The cost of deploying 9 interns from each of four universities for six months in each of 5 years @ Rs. 5000 p.m., per intern, would cost Rs. 54.00 lacs. In addition to it, 10% for cost of supervision and overhead works is added to it which amounts to Rs. 5.40 lacs. So the total cost is estimated at Rs. 59.40 lacs for 5 years.

12. Exposure and Learning Visits / Statistical Advocacy / data producers and users interaction

i. Exposures and Learning visits

7.92 For the improvement of State Statistical System, exposures and learning visits to the states which have developed an advance IT equipped statistical systems are necessary. Keeping this in view, it is proposed in the plan that at least one exposure visits of the team of 3-4 officers under the leadership of senior officers would be conducted every year. In this way, 5 such visits during the implementation period of SSSP would be carried out. @ Rs. 2.00 lacs per visits. The total 5 visits will cost to Rs. 10.00 lacs.

ii. Statistical awareness/Advocacy

7.93 Although statistics is the most important for decision making at various levels yet it is looked down upon as a marginalised and neglected area. Vigorous and sustained statistical advocacy can result in proper appreciation of the role, power and importance of statistics as a strategic resource of planning, decision making, monitoring, evaluation and good management. Therefore, advocacy activities for sensitisation of high level policy making, data producer and users at department levels in public, private & civil society sectors will be undertaken during the project period. For this workshops will be arranged annually.

7.94 Statistics is not getting deserving attention from all such quarters especially during the censuses and surveys. Many agencies, both in public and private sector do not provide statistics to statistical personnel due to some hidden fear or apathy. Although Central Govt. has introduced an Act namely "**Collection of Statistics Act, 2008.**" Yet Statistical Act or Law alone cannot serve the purpose unless supplemented by awareness campaigns. A special drive will be launched through

various forms of media both print & electronic highlighting the role of statistics and the Act.

7.95 It may include a series of workshops for the Secretaries, heads of departments and others for apprising them of provisions of Act and the role of line departments and also conduct a training programme on the provisions of act for all the statistical personnel.

7.96 An amount of Rs. 20.00 lacs is proposed @ Rs. 4.00 lacs per year for 5 years for this purpose.

iii. Data Producer and users Workshops/Meetings

7.97 The regular meetings/workshops of data producer and users are necessary to assess the requirements of data users as per their changing needs. Keeping this in view an amount of Rs. 20.00 lacs has been proposed for such meetings and workshops. It is proposed that one workshop/meeting would be held in each year during the ISSP project period i.e. 5 years. It will enable DES and line departments to modify their data formats as per changing needs of various stakeholders.

13. Publication and Dissemination of Statistical Reports

7.98 In Punjab large number of statistical data sets are generated but the data is not analysed and published. Under SSSP it is proposed that all the line departments would analyse their generated data and prepare annual publication on regular basis and disseminate it. For this purpose an amount of Rs. 125.00 lacs is proposed under SSSP for the project period.

14. Crop Cutting Experiment (CCE) Kits

7.99 Agriculture department is lacking CCE kits which are very crucial for the statistics of crop production estimates. For this purpose department has demanded Rs. 2.50 lacs (Rs. 1000 per kit) for 250 CCE kits. Therefore, Rs. 2.50 lacs are proposed under this project for providing 250 kits to agriculture department.

15. Monitoring of SSSP Implementation and Incidental/Unforeseen expenditure

7.100 The recommendations made under SSSP will have far reaching consequences and the Report contains a large number of actionable suggestions and other operational recommendations. Therefore, it is essential that some permanent mechanism be developed for taking action for achieving the objectives outlined in this Report.

7.101 The timelines provided for implementation of the recommendations covers the five year Project period, 2012-17.

7.102 It is proposed that the State Level Steering Committee (SLSC) will continue to function even after SSSP is finalised. It would provide overall direction to the implementation of various elements in the SSSP. The Punjab SSSP shall be implemented by the DES Punjab. The Project Management Team (PMT) shall co-ordinate the implementation of PSSSP under the overall supervision of SLSC. The PMT may be suitably modified as and when required to enable to function as a high level agency to co-ordinate various aspects of statistical work in the State. The PMT would hold the quarterly meetings with concerned officers of DES and Nodal officers nominated by the line departments to monitor and review the progress of implementation of SSSP. It would report to the Principal Secretary, Planning on quarterly basis and half yearly meetings of SLSC would be held to review the implement action of plan. The physical targets are given in Chaptr-7 (Part-B) and the progress and achievement of targets will be monitored in the PMT and SLSC quarterly and bi-annual meetings.

Reporting

7.103 On the basis of annual action plan, Quarterly Programme Implementation Calendar (QPIC) will be prepared for each item of expenditure/activity at the beginning of the year. The Project Incharge would forward the QPIC to the Principal Secretary, Planning and the Secretary, MOSPI, Government of India. The progress under this would be reviewed in PMT's quarterly meetings and the report would be send to Principal Secretary, Planning. The half yearly and yearly report will be placed before SLSC meeting for review and improved implementation of PSSSP. The

instructions issued in these meetings would be complied with by the concerned departments and action taken reports will have to be submitted by them, which will be discussed in the subsequent meetings. The half yearly/yearly progress report with regard to performance would be collected from all the stakeholder departments and the consolidated report placed before the Steering Committee by Project Incharge. The progress report along with proceedings of the meeting would be sent to the Secretary, MOSPI, GoI. All the progress reports and the annual report would be disseminated on the departmental website.

7.104 To monitor the implementation of PSSSP an independent cell is proposed in this Report which will be fully involved in monitoring the activities of plan and ensure its timely implementation. This process will involve conduct of frequent quarterly and half yearly meetings with line departments, govt and non-govt. agencies. For this purpose a lump sum amount is required as project management cost. This amount would be incurred on the meetings, honorarium etc.

Incidental/Unforeseen expenditure

7.105 During the process of implementation of plan there may be few components which may remain uncovered or may not be anticipated while preparing plan. The cost of certain component may jump drastically due to steep rise in their price. To cover such issues or bridge minor gaps a lump sum amount is required for incidental and unforeseen expenditure during the process of implementation of PSSSP. This amount would be utilised as per the guidelines of ISSP project.

7.106 For above mentioned components- monitoring of implementation of PSSSP and incidental/ unforeseen expenditure, a lump sum amount of Rs. 212.00 lacs i.e. 2 % of the total project cost is proposed.

16. Summary of Total Proposed Budget under PSSSP

7.107 Under the PSSSP the total proposed allocation is Rs. 11047.75 lacs, out of which Rs. 10824.57 lacs would be funded through central govt. funds and rest Rs. 223.18 lacs would be borne by state (states) Govt.

7.108 Out of total proposed amount of Rs. 11047.75 lacs, the amount exclusively meant for Punjab State is 8650.66 lacs, while Rs. 2397.09 lacs are kept for Regional Training Institute (RTI), in which Punjab's anticipated share is approximately 1/4 i.e. Rs. 599.27 lacs and rest of the amount i.e. Rs. 1797.82 lacs are meant for other participating States. In this way Punjab State's total proposal is amounts to be 9249.93 lacs (8650.66+599.27), out of which Centre share is Rs.9089.75 lacs and state share is 160.18 lacs.

7.109 The main theme-wise allocation of proposed budget is given in Table 7.20 as under:

Table 7.20 Main Theme-wise allocation of the Budget (Rs. in lacs)

| SN | Theme | Total Cost | Centre Share | State Share |
|---|---|-----------------|-----------------|---------------|
| 1 | Improving the coordination and management of statistical activities in the States/UTs | 919.40 | 919.40 | - |
| 2 | Human Resource Development | 1227.32 | 1227.32 | - |
| 3 | Developing Statistical Infrastructure | - | - | -* |
| 4 | Investing in Physical infrastructure, including IT | 7230.17 | 7006.99 | 223.18 |
| 5 | Improving statistical operations, especially those supporting the cause of improvement in the quality and dissemination of statistical data | 1670.86 | 1670.86 | - |
| | Total | 11047.75 | 10824.57 | 223.18 |
| <i>*The funds under this item will be met from the funds provided by the 13th Finance Commission.</i> | | | | |

7.110 The main activity-wise allocation of proposed budget is given in Table 7.21 below:

Table 7.21 Main Activity-wise Allocation of the Budget (Rs. in lacs)

| SN | Activity | Total Cost | Centre Share | State Share |
|----------|---|------------|--------------|-------------|
| 1 | Civil Works: Construction of Building of Head Office of DES, 7 Districts Statistical Offices, Regional Training Institute (RTI) and 142 Block Statistical Offices. | 4463.62 | 4240.44 | 223.18 |

| | | | | |
|-----------|---|---------|---------|------|
| 2 | IT compatible renovation/furnishing of DES,s existing HQ & District Offices Building. | 170.00 | 170.00 | 0.00 |
| 3 | Office Furniture: For Head Office of DES, 22 Districts Statistical Offices and new proposed Block Statistical Offices. | 220.75 | 220.75 | 0.00 |
| 4 | Vehicles: 7 vehicles for Head Office of DES, 22 for Districts Statistical Offices, 1 Mini Bus and 2 Jeeps for RTI and 142 Motor Cycles for Block Statistical Offices and operational cost of all these vehicles for Project period. One Vehicle for Line Department (Agriculture). | 619.31 | 619.31 | 0.00 |
| 5 | ICT (hardware & software): For Head Office of DES, 22 District Statistical Offices, RTI, 142 Block Statistical Offices, 16 line departments related to 20-KSA and 20 line departments not related to 20-KSA. | 1704.96 | 1704.96 | 0.00 |
| 6 | Surveys and Studies: Bridging of data gaps in SDP, other macro Economic Aggregates and statistics for Local Area Planning. | 1495.86 | 1495.86 | 0.00 |
| 7 | RTI: Expenses w.r.t. administrative staff and operational cost for Project period. | 646.32 | 646.32 | 0.00 |
| 8 | Capacity building of Staff (Punjab State): Trainings to DES's statistical staff, Line Departments' statistical & non-statistical staff involved in statistical activities. | 581.00 | 581.00 | 0.00 |
| 9 | Digital Library, Videoconferencing and Multimedia Equipments for DES. | 49.03 | 49.03 | 0.00 |
| 10 | Statistical Capacity Building with Professional in DES at Head Office and district level. | 648.00 | 648.00 | 0.00 |
| 11 | Internship programmes. | 59.40 | 59.40 | 0.00 |
| 12 | Exposer and learning visits/ Statistical Advocacy/ Data producers and users interaction. | 50.00 | 50.00 | 0.00 |
| 13 | Dissemination of Statistical Reports. | 125.00 | 125.00 | 0.00 |
| 14 | Crop Cutting Experiment kits. | 2.50 | 2.50 | 0.00 |

| | | | | |
|-----------|---|-----------------|-----------------|---------------|
| 15 | Project Management Cost and Incidental/unforeseen expenditure under SSSP (2% of total project cost) | 212.00 | 212.00 | 0.00 |
| | Grand-total | 11047.75 | 10824.57 | 223.18 |

17. Increase in plan size on the basis of decisions of SLSC's 28.11.2011 meeting

7.111 The proposed Plan of worth Rs. 97.42 crore was placed before the SLSC in its meeting held on 28.11.2011 which was approved subject to decisions of the SLSC. Accordingly the plan has been revised in light of the decisions of the SLSC and the plan size has increased from Rs. 97.42 crore to 110.48 crore with net addition of Rs. 1306.19 lacs. The main reason for increase in plan size is the inclusion of RTI in place of earlier proposal of State Training Institute. Item-wise breakup of net addition is as under:-

| SN | Item | Addition in Cost (Rs. in lacs) | Remarks |
|-----------|---|---------------------------------------|---|
| 1 | Increase in proposal of Training Institute | 1076.38 | This increase is due to upgradation of proposal from State Training Institute to Regional Training Institute. |
| 2 | Increase in proposal of Head Office Building of DES | 231.00 | This increase is due to inclusion of Conference Hall, Library and Documentation Hall, Common Utility Hall and Video Conference Hall in proposal of Head Office Building of DES as per minutes of SLSC's 28.11.2011 meeting. |
| 3 | Increase in proposal of IT of DES | 2.27 | This increase is due to inclusion of Conference Hall in proposal of Head Office Building of DES. |
| 4 | Decrease in proposal of furniture of Block Statistical Office | (-)19.36 | This decrease is due to shifting of item of furniture of Block Statistical Office from the proposal of building of Block Statistical Office to the relevant head of furniture. |

| | | | |
|--------------|---|----------------|--|
| 5 | Decrease in proposal of operational cost of vehicles of DES | (-)4.32 | This decrease is due to shifting of procurement of 2 Jeeps from the year 2012-13 to 2013-14. |
| 6 | Decrease in proposal of IT of Block Statistical Offices | (-)0.78 | This decrease is due to decrease in number of proposed Pen Drives. |
| 7 | Increase in proposal of Project Management Cost and Incidental/unforeseen expenditure under SSSP (2% of total project cost) | 21.00 | Due to increase in overall project cost. |
| Total | | 1306.19 | |

18. Source of Finance under ISSP Project

7.112 ISSP is a Centrally Sponsored Scheme. The percentage share of expenditure of the project between Central and State Govt. is as under:

| Expenditure on Item | Central Govt. | State Govt. |
|----------------------------|----------------------|--------------------|
| Civil Infrastructure | 95% | 5% |
| All other Items | 100% | 0% |

Besides:

- All the associated recurring expenditure will be borne by State Govt.
- Cost of Land for the construction of buildings will be borne by State Govt.
- The required manpower will be provided by State Govt. at their own costs.

On the basis of above financial structure of ISSP project the State Govt. will bear the financial liabilities (estimated) in association with the implementation of SSSP as under:-

| SN | Item | State's Financial Liability (Rs. in lacs) | | Period for which funds are required |
|-----------|---|--|----------------------------------|--|
| | | One time | Annual (to be continued)* | |
| I | Buildings | | | |
| 1 | Construction of Building of ESO HQ and 7 District Statistical Offices | 99.99 | - | |

| | | | | |
|------------|--|---------------|---------------|-------------------|
| 2 | Construction of Building of 142 Block Statistical Offices | 39.19 | - | 2012-15 |
| 3 | Construction of Building of RTI | 21.00 | - | |
| 4 | Electricity and water charges w.r.t. ESO new HQ building and 142 Block Statistical Offices buildings | 0 | 38.54 | 2015-16 onwards |
| | Total (I) | 160.18 | 38.54 | |
| II | Vehicles | | | |
| 1 | Operational cost of 28 vehicles (Rs. 8000 p.m./per unit fuel & maintenance) | - | 26.88 | 31.3.2017 onwards |
| 2 | 142 Motor cycles (Rs. 1000 p.m./per unit) | - | 17.04 | |
| | Total (II) | | 43.92 | |
| III | Trainings | | | |
| 1 | Share of cost of staff of Regional Training Institute | - | 50.00 | 31.3.2017 onwards |
| 2 | Share of operational cost of Regional Training Institute | | 10.00 | |
| 2 | Share of Training Expenses | - | 100.00 | |
| | Total (III) | | 160.00 | |
| IV | ICT Infrastructure | | | |
| 1 | Anti-virus for 1317 Computers/ Laptops/Palmtops | - | 13.17 | 31.3.2017 onwards |
| 2 | Recurring expenses of 612 Printers, 36 Multi Functional Printers, 2 Colored Printers, 37 Scanner, 2 Fax Machines, 2 Photostat Machines | - | 41.40 | 2015-16 onwards |
| 3 | Internet Charges (ESO)+ Video Conferencing | - | 17.55 | 2015-16 onwards |
| 4 | Data Card for 37 Laptop (ESO) 830 p.m. | - | 5.05 | 31.3.2017 onwards |
| 5 | Maintenance of ICT equipments | - | 27.15 | 2015-16 onwards |
| | Total (IV) | | 104.32 | |
| V | Development of Statistical Infrastructure | | | |
| 1 | Survey & Studies | - | 50.00 | 31.3.2017 onwards |
| 2 | Internship Programme | - | 9.24 | |
| 3 | Statistical Awareness | - | 2.00 | |
| 4 | Total producer & user workshops | - | 4.00 | |
| 5 | Printing & Dissemination of statistical reports | - | 25.00 | |
| | Total (V) | - | 90.24 | |
| VI | Creation of New Posts | | | |
| | a. New Posts in DES, Punjab | | | |
| 1 | Director (2) | - | 10.00 | 2013-14 onwards |
| 2 | Joint Director (1) | - | 4.84 | |
| 3 | Dy. Economic & Statistical Adviser(5) | - | 22.40 | |
| 4 | System Manager (1) | - | 4.63 | 31.3.2017 onwards |
| 5 | Deputy Controller Finance & Account (1) | - | 4.63 | 2013-14 onwards |
| 6 | Research Officer (4) | - | 12.44 | |

| | | | | |
|----|---|---------------|-----------------|-------------------|
| 7 | Assistant System Manager (2) | - | 6.43 | 31.3.2017 onwards |
| 8 | District Statistical Officer (8) | - | 23.81 | 2013-14 onwards |
| 9 | Assistant Research Officer (26) | - | 76.38 | |
| 11 | Statistical Assistant (10) | - | 28.58 | |
| 12 | Legal Assistant (1) | - | 2.97 | |
| 13 | Electrician (1) | - | 1.80 | 31.3.2017 onwards |
| 14 | Assistant Programmer (22) | - | 39.60 | 2013-14 onwards |
| 15 | Investigator (194) | - | 312.33 | |
| 16 | Data Entry Operator (20) | - | 28.80 | |
| 17 | Driver (20) | - | 24.00 | |
| | Total (a) | - | 603.64 | |
| | b. New posts in key line departments | | | |
| 1 | Deputy Director (Stat.) (1) | - | 4.63 | 2013-14 onwards |
| 2 | Assistant Director (Stat.) (2) | - | 6.43 | |
| 3 | Statistical Officer (4) | - | 12.20 | |
| 4 | Assistant Manager (IT) (1) | - | 3.21 | |
| | Total (b) | - | 26.47 | |
| | c. New posts in other Line Departments | | | |
| 1 | Joint Director (Stat.) (1) | - | 4.84 | 2013-14 onwards |
| 2 | Dy. Director (Stat.) (1) | - | 4.63 | |
| 3 | Senior Scientific Officer (Stat.) (1) | - | 4.63 | |
| 4 | Assistant Director (Stat.) (2) | - | 6.43 | |
| 5 | Statistical Officer (19) | - | 55.82 | |
| 6 | Statistical Assistant (32) | - | 91.47 | |
| 7 | Statistical Investigator (9) | - | 15.09 | |
| 8 | Field Assistant (5) | - | 8.90 | |
| | Total (c) | - | 191.81 | |
| | Total (a+b+c) | - | 821.92** | |
| | Grand total (I+II+III+IV+V+VI) | 160.18 | 1258.94 | |

**Expenditure is estimated as per the present rates and initial pay scale which may increase with the passage of time. The expenditure with respect to salary of staff is calculated on the basis of HRA rate 20% for those posts which are non-transferable in field and 14.38 % for all other posts which are transferable at sub-state level.*

***The liability of creation of new posts will started on the creation of these posts which may likely to be started from 2013-14.*

7.113 As shown above the liability of Rs. 160.18 lacs is a one time liability whereas Rs. 1258.94 lacs is a continuous annual liability. Out of continuous annual liability, Rs. 821.92 lacs (65%) are the liability for creation of new posts in ESO and line departments while Rs. 437.02 lacs (35%) is the liability of other items.

7.114 It is pertinent to mention that qualitatively sound, credible and timely statistics are very crucial for formulation and implementation of policies and programmes. The expenditure on improvement of statistical system is considered as

high-yielding- investment (HYI). Any weakness in statistics would result in erroneous planning and policy making which would further lead to wastage of scarce resources. So, the above financial liabilities may be taken as investment for improvement of statistical system in state which will ultimately save the resources of state by making available all the relevant, qualitatively sound and credible statistics to policy makers in time and without fail.

[Regarding State's recurring cost to sustain the activities under PSSSP, after noting, that comprehensive PSSSP proposal has been formulated after taking the consideration all relevant factors as also after holding detailed discussions with various concerned stakeholders, the SLSC was of the view that the vitally important benefits which are expected to accrue to the state by the virtue of implementing of PSSSP need to be sustained and ensured for availability to the state even after the project period ends in 2016-17. In view of this SLSC approved the proposal submitted in this regard.]

[The SLSC was in agreement to provide support in the required areas of State Government's obligations under the project to support issues relating to provision of State share, provision of land, where applicable and also meet all the associated manpower related expenditures (be it filling up of vacant posts or creation of additional posts) and associated recurring expenditures.]

19. Flexibility in PSSSP within Activities Interchanging

7.115 For proper implementation of PSSSP, there will be flexibility for the interchange of funds within the activities subject to actual cost at the time of implementation which may be lower/higher than the estimated cost. However no change will be made arbitrarily to shift funds from one activity to another.



View of Meeting (8-6-2011) of HLMC headed by worthy Chief Secretary, GoP in which Expenditure Plan under FC-XIII has been approved



View of Meeting (25-5-2011) of PMT headed by Economic Adviser, GoP in which draft of PSSSP has been reviewed.



View of Meeting (3-6-2011) of Key Line Departments headed by Economic Adviser, GoP in which draft of PSSSP has been discussed.



View of Meeting (23-6-2011) of All Stakeholders in which draft of PSSSP has been discussed



Views of Meeting (23-6-2011) of All Stakeholders in which draft of PSSSP has been discussed

Views from SLSC meeting held on 28.11.2011 under the chairmanship of worthy Chief Secretary, Govt. of Punjab

