



STUDY TO ASSESS THE ACTUAL STATUS OF DEVOLUTION IN THE STATE OF KERALA

Submitted to

The Ministry of Panchayati Raj (MoPR), Government of India

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Submitted by

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CONTENT

Executive Summery	i
Aim of the study	1
<i>Chapter 1: Introduction</i>	5
<i>Chapter 2: Decentralized Planning</i>	17
<i>Chapter 3: Devolution of Functions</i>	100
<i>Chapter 4: Panchayat Finances</i>	137
<i>Chapter 5: Accounting and Audit</i>	169
<i>Chapter 6: Panchayat Functionaries</i>	189
<i>Chapter 7: Panchayat Administration</i>	206
<i>Chapter 8: Gram Sabhas</i>	219
<i>Chapter 9: Overall Assessment of Panchayats</i>	236
<i>Chapter 10: Best Practices</i>	250
<i>Chapter 11: Bad Practices</i>	260
<i>Chapter 12: Issues and Lessons of Other States</i>	265
Annexure	273

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EXECUTIVE SUMMARY

Aim of the Study: The nationwide study launched by the Ministry of Panchayati Raj (MoPR), Government of India, New Delhi is aimed to examine the status and quality of devolution of funds, functions and functionaries (3Fs) to the Panchayati Raj Institutions in the State of Kerala. The primary objectives of the study are as follows:

1. To assess the status of devolution in the State of Kerala through analyzing the status in the selected Panchayats
2. To highlight and assess the Panchayati Raj System in the State of Kerala
3. To highlight the Acts / Rules governing Panchayats in the State along with key amendments /modifications
4. To bring out the salient features and institutional structure of decentralized planning in the State
5. To assess the status of devolution of functions, finances and functionaries
6. To highlight the accounting, audit and budget rules in the State for Panchayats and to comment on the basis of situation in sample Panchayats
7. To highlight the functioning, performance and effectiveness of Gram Sabhas
8. To give an overall assessment of Panchayats in planning, economic development and social justice
9. To bring out the best and bad practices

The main tools and methods for the study were both quantitative and qualitative in approach. State level, District level, Block Panchayat level and Village Panchayat level reporting formats were used for collecting both quantitative and qualitative data. Two District Panchayats (Both from the BRGF and Non BRGF districts), four Block Panchayats and eight Village Panchayats were selected for the study.

Brief Profile of Kerala: Kerala lies along the coastline, to the extreme south west of the Indian peninsula, flanked by the Arabian Sea on the west and the mountains of the

Western Ghats on the east. Kerala has drawn international attention due to its impressive performance in social development and demographic transition. Its human development indicators are the best in India and compare with some of the developed countries and its social and demographic development experience which is popularly known as 'Kerala Model of development'. Perhaps the most distinguishing feature of Kerala is the sex ratio: According to the 2011 census, Kerala has 1084 females for 1000 male against the national average of 940. In past hundred years, this has steadily improved. In the past decade, all districts of Kerala have shown improvement in the sex ratio. Kerala's also tops the literacy rate at 94 per cent (male literacy (96%) and female literacy (92%)) compared with the national average of 74 per cent (Male 82%, female 65.5%). As per the latest census the population density of Kerala is 860 persons/sq km. A steadily aging population (13% people over 60 years compared with 8.2 in the country) and low birthrate (14.8 per 1,000 compared with national average of 22.1) make Kerala one of the few regions of the developing world to have undergone the 'demographic transition'. Children in the age group 0-6 year are just about 10 per cent and up to 14 years, is less than 25 per cent of the total population, which is lowest among the major states of India. The school dropout rate in the state is less than 0.5 per cent - the lowest in the country. As in the case of literacy rate, Kerala has the highest life expectancy (75.8 years; national average 65.5 years) in India. Its fertility rate is below sub-replacement level (at around 1.7) and the infant mortality rate (only around 10 deaths per 1,000 live births) is among the lowest in the country.

Panchayati Raj System in Kerala: The evolution of Panchayats in Kerala was not uniform through the State since parts of it were under princely rule and the rest under the British province of Madras. The area under princely rule did not institute Panchayats akin to modern Panchayats, before India became independent. In contrast in the areas under British rule, some rudimentary forms of local government were established. Even after independence, Kerala has been impervious to developments that took place in other parts of the country in the field of Panchayati Raj. Until 1995, Kerala had only a single tier, the

Gram Panchayat and was behind most States in Indian, in the area of devolution. The only silver lining before the 73rd amendment was the district council experiment in 1991 which could not survive because of regime change. The Kerala Panchayat Act was passed in 1994, in conformity with the provisions of the Constitutional Amendment (central Act). The new Kerala Panchayat Raj system came in to operation from 30th September, 1995 and the power were formally transferred on 2nd October 1995. The People's Planning Campaign (PPC) was initiated in 1996. People's Planning Campaign was a socio-political movement for strengthening the process of devolution and decentralized planning. It has succeeded in mobilizing people to participate in local planning and local economic development beyond party lines. The budget of the Government of Kerala for the year 1996 is important to comment. It made a landmark in the history of fiscal devolution in the country by introducing separate annexure for local government (Budget window for local Government) and the resource allocation to them is subjected to legislative approval and control. Moreover, in the budget document, for each local government there is separate allocation for SCs and STs under Special Component Plan (SCP) and Tribal Sub Plan (TSP), respectively. In the financial devolution programme, proportionately higher weightage has been given to the SCP and TSP targeting welfare of SCs and STs. Though it is true that in Kerala in mid 80s attempts were made to decentralize the allocation of funds for SCs and STs up to the district level, only under PPC it was further decentralized to the Gram Panchayat level. When the PPC was started, it was felt that certain provisions of the then existing Kerala Panchayati Raj Act, 1994 was really a faltering block for the deepening local democracy and the process of devolution in the State. There was a demand for further amendments to the State Act. As a result, a Committee on Decentralization of Power known as *Sen Committee* was constituted to suggest reforms in the 1994 Act. The *Sen Committee* put forward a number of progressive suggestions most of which have later been incorporated in the amended Panchayat Act 1999. The committee recognized the importance of the right to information, provided for citizen's charters, recommended the formation of a

local government Ombudsman and Tribunal, suggested the strengthening of Grams Sabha and increased its frequency, and among others.

The Kerala Panchayat Raj Act 1994: The Kerala Panchayati Raj Act was passed by the Kerala Legislative Assembly on 23rd April 1994, which substitutes the Kerala Panchayati Raj Act 1960 and District Administration Act 1979 and is intended to incorporate the provision of the 73rd Constitutional Amendment giving constitutional status for Panchayati Raj system in State. The Panchayati Raj in Kerala is not seen as a hierarchy. There exists organic linkage between the three tiers in the form of ex-officio membership at the 'higher level'. But each tier is independent of others and performs certain exclusive functions given to it.

Village Panchayat: The Kerala Panchayati Raj Act 1994 envisages a Village Panchayat for each village. It has been viewed as the foundation of democracy and an effective tool for the participation and involvement of the people in the democratic process. In Kerala the Village Panchayats are fairly large having a population of around 30000 on an average. The Act has considerably empowered the Village Panchayats by giving control over all local level institutions except Upper Primary and High Schools. The Village Panchayat has their own source of income and gets reasonable amount form grants and share of taxes. The Village Panchayats have been provided with the major share of Plan funds. The Village Panchayats are viable administrative units capable of performing most of the local government functions envisaged in the Eleventh Schedule of the Constitution. The members of the Village Panchayats are elected directly by the people on the basis of adult franchise. . For the purpose of election, each Panchayat area is divided into wards on the basis of total population of the village or villages constituting the Panchayat area. Every ward is a single member constituency. Seats are being reserved for Scheduled Castes and Scheduled Tribes in each village Panchayat in proportion to their population. Half of the reserved seats shall be set apart for women belonging to Scheduled Castes and Scheduled tribes. Half of the total number of seats, both in reserved and unreserved categories shall be set apart for women in every Panchayat and seats may be dotted by

rotation. After the elections are over, the members elect from among themselves the President and Vice-President of the Panchayat. The chairperson of each level of Panchayats shall be reserved for Scheduled Castes and Scheduled Tribes in proportion to their population on rotation basis. Half of the posts of chairpersons of each level of Panchayats shall be reserved for women on rotation basis. The members, once elected, hold office for a period of five years. Village Panchayats are the strongest of the three - tiers. This is the only tier that has its own sources of income through taxation. Since Village Panchayat was in existence before the 73 rd Constitutional Amendment, it had not encountered any major operational problems.

Block Panchayat: The Block Panchayat consists of (a) the elected members of the block and the Presidents of the Village Panchayats with the Block Panchayat area. The President and Vice President of the Block Panchayat shall be elected from among the directly elected members of the Block Panchayat. Seats shall be reserved for Scheduled Castes and Scheduled Tribes in each Block Panchayat. Half of the reserved seats shall be set apart for women belonging to Scheduled Castes and Scheduled Tribes. Half of the total number of seats, both in reserved and unreserved categories shall be set apart for women in every Panchayat and seats may be allotted by rotation. The middle tier, the Block Panchayat is a new entity in Kerala. Almost all political parties and even elected representatives of Block Panchayat have questioned the relevance for this body. But at the same time the role of Block Panchayat is very crucial for the implementation of rural development programmes and multilevel level planning and local economic development.

District Panchayat: Chapter III of the Kerala Panchayati Raj Act deals with the composition of District Panchayats. The District Panchayat consists of (a) the elected members and (b) the Presidents of the Block Panchayats of the district. In each District Panchayat seats are reserved for Scheduled Castes and Scheduled Tribes in proportion to their population in the Panchayat area and seats may be allotted by rotation. Half of the reserved seats shall be set apart for women belonging to Scheduled Castes and Scheduled

tribes. Half of the total number of seats both in reserved and unreserved categories shall be set apart for women in every District Panchayat and seats may be allotted by rotation. The members of Legislative Assembly and members of Parliament have been kept out from the Block Panchayats and District Panchayats. All the Presidents of Block Panchayats will also be ex-officio members of District Panchayat. . A District Panchayat shall have a President and a Vice-President elected from among the elected members of the District Panchayat. Section 156 deals with the responsibilities of the President and Vice President of Panchayat. Every meeting of the Panchayat shall be presided over by the President, in his/her absence by the Vice President, and in the absence of both the President and the Vice- President, by a member chosen by the meeting to preside for the occasion. The President has to supervise and control all the activities of the Panchayat personnel. Section 179 provides for the appointment of a full-time Secretary for each Panchayat who shall be a government servant.

Decentralized Planning

In the State, the history of decentralized planning has not been an attractive one. It had been unreceptive to the developments that took place in other parts of the country in the field of decentralized planning. Only in the beginning of the Ninth Five Year Plan, the State had espoused decentralized planning (peoples' planning) and continues till date. It had been started as a campaign jointly by the State Planning Board and the Ministry of Local Administration in 1996 and latter institutionalized with legal frame work, systems, procedures, protocol checklists, culture and conventions. It was a participatory exercise aimed to mobilize thousands of people through a process starting right from the level of Gram Sabha, intended to meet a number of goals. It was primarily a strategy towards strengthening the Panchayats. The basic postulation was that the decentralized planning process may be used as tool for social mobilization for local economic development, social justice and good governance. The public pronouncement on financial devolution had been fulfilled by the State with the introduction of a 'Window for Panchayats in the State Budget' (Appendix IV) which also shows the allocation under Special Component

Plan (SCP) and Tribal Sub Plan (TSP) of each Panchayat. It was made mandatory by the provisions of the guidelines that ten per cent of the plan fund should go for Women Component Plan (WCP). In addition, certain broad guidelines about sectoral distribution of the devolved funds were laid down. The Panchayats are also provided planning calendar and value addition had been added to the guidelines in every year. As a result, the decentralized planning is recognized as the major functional domains of the Panchayats. However, in due course the guidelines became rigid and made certain impediment to the sphere autonomy of planning exercise of the Panchayats under the ‘tied’ and ‘untied’ categorization. The local passion and vibrancy, the hallmark of the decentralized planning during the campaign phase is seen diluted after the institutionalization.

DPCs have been in existence since 1995 in the State. The DPCs are ensuring that the rules and orders related to the processes and procedures of plan preparation are fully adhered to by the Panchayats and approving all the plans of Panchayats, but cannot change the plan priority of the Panchayats. It is seen that certain attempts are made for preparing District Development Plan at each district by integrating development plans of three tier Panchayats and urban local governments as envisaged in the Constitution. But the State has not yet formulated a District Development Plan. All the Panchayats formulate development plans / projects and submit to the concerned DPC for approval. Even after two decades of experience in the decentralized planning the DPCs have not yet succeeded to prepare development plans.

It is seen that the Panchayats in the State had prepared five year plans and annual plans with all the salient features of the neoclassical multilevel plan documents and it is mainly through iterative discussions and consensus among the major stakeholders. Generally, a plan document of the Panchayat has 18 well acknowledged contents/components. The detailed review of the two sample Panchayats revealed that the District Panchayats have prepared the 12th Five Year Plan (2012-2017) and Two Years Annual Plan (2012-2014). In both cases the plan size of all sample Panchayats is quite conspicuous. The size and

volume of the ‘spillover projects’ in each Panchayat may be belittling the commendable achievements of the decentralized planning in the State. The detailed case study of the plan documents, say the case of the District Panchayat (Palakkad), the estimated allocation under the five year plan is Rs. 40206.00 lakhs and the total estimated cost of the annual plan is Rs.4742.17 lakhs. The corresponding plan figures in a Block Panchayat, say Malampuzha, are Rs. 2330.92 lakhs and Rs.876.05 lakhs, respectively. The plan documents of a Village Panchayat (Akathethara) shows that the estimated allocation under the five year plan is Rs. 1107.35 lakhs and the total estimated cost of the annual plan is Rs. 281.66 lakhs. However, it was noticed that the content of political activism and public action during the initial phase of the decentralized planning process has significantly minimized among the sample Panchayats. During the institutional phase all the planning steps have become ritualistic in content and style rather than real substance.

Devolution of Functions

Major devolution of functions to Panchayats is made with strong legislative framework under the State Act. There are specific sections in Act for assigning functions to the three tiers. The Section 166 deals with functions to Village Panchayats. The Block Panchayats and District Panchayats are equipped with functions as per the Sections of 172 and 17 of the Act, respectively. As a result, functions under 16 subjects are vested with the Village Panchayats whereas it is 14 and 19 in the cases of Block Panchayats and District Panchayats, respectively. The activity mapping has expanded the functional domain of the Panchayats to a level nearer to the 29 subjects envisaged in the eleventh schedule of the Constitution. The activity mapping is a detailed and elaborative exercise which has succeeded to locate specific responsibility to the three tiers of Panchayats. It is observed that different functions under 26 subjects are assigned to Panchayats based on the two cardinal theoretical framework of the devolution (principle of subsidiarity and the principle of peer group responsibility) by the activity mapping exercise. In the scheme implementation the role of the Panchayats is laudable and it has accelerated the process

towards achieving functional operation. The assessment of actual status of functions by the respective tiers of Panchayats situate in the line between the provisions in the Act and the envisaged propositions in the activity mapping. The Village Panchayat has covered functions under 20 subjects. In other words, it gives an impression that there are nine subject domains where the Village Panchayats have not entered till date as per data from eight selected Panchayats. In the case of Block Panchayats and District Panchayats the number of 'subjects outside the orbit of functional area' to some extent is higher than the Village Panchayats. The Panchayats in Kerala have more footprints to enter the full functional domain of the magical number of 29 subjects listed in the eleventh schedule of the Constitution.

Panchayat Finances

Kerala is projected as one of the States which follows the classical principles of fiscal decentralization. Even before the pre amendment phase the Village Panchayat were having a strong tax base in general and moderately substantial own tax sphere in particular. The introduction of a window for Panchayats in the State Budget, known as *Appendix IV of the Budget*, in 1996 and earmarking of about 35 per cent plan resources to Panchayats was a historical land mark in the fiscal decentralization in the country. The State Act is having a separate and highly structured chapter on 'Finance and Taxation'. Only the Village Panchayat is having the power of taxation among the three tiers. The major items of tax revenue are property tax, profession tax, entertainment tax, advertisement tax and service tax. The major non tax revenue are license fee, market and bus stand fee, construction of building sanction fee, birth and death registration fee, marriage registration fee and rent. The fund received by the Village Panchayat is known as 'Village Panchayat Fund'. Similar funds are available with the other two tiers of Panchayats on the same nomenclature as 'Block Panchayat Fund' and 'District Panchayat Fund', respectively. Funds are received by the Panchayats mainly under five major items and they are: (i) development fund, (ii) general purpose fund and (iii) maintenance fund (road) (iv) maintenance fund (non road) (v) central finance Commission. The transfer of

funds to different tiers of Panchayats and the functions assigned to tiers of Panchayats are directly proportionate. It is a response towards the overall reflection of the functional sphere of influence of the tier. The criteria adopted for the transfer of funds is more in favour of Village Panchayats since implementation responsibility is mainly vested with the tier. The aggregate data on the receipt and expenditure of the three tiers of Panchayats is not available at the state level, except the data on receipt side of the Village Panchayats. The State Act provides two instruments /institutions (the budget and standing committee for finance) to administer the Panchayat finance. Field evidence suggested that budget had been prepared by all the tiers of Panchayats. However, detailed analysis of the preparation and sanction of the budget revealed that seldom the process has followed as per the provisions in the Act. Kerala is one of the very prompt states in appointing the State Finance Commissions (SFC) and each SFC report has been a trendsetter. The fifth Commission has been appointed very recently. However, certain level of triviality is reflected in both accepting and implementing all the recommendations of the previous SFCs.

Among the revenue side, there was no 'own income' to the District Panchayat. Out of the total transfer, around 55 per cent of fund can easily be classified as 'untied'. It is noticed that the plan fund/development devolved to the District Panchayat (the case is same in other two tiers also) had treated as 'untied fund' which did not impose any real challenge on the autonomy of the Panchayats. The average revenue available to a District Panchayat was Rs. 2795.47 lakhs. As in the case of sample Block Panchayat the major sources of revenue to the Block Panchayat are grants-in-aid 'tied sector' and grants-in-aid 'untied sector'. The average revenue available to a sample Block Panchayat for the year 2012-2013 was Rs. 1537.37lakhs. Since the Village Panchayats are only having the power of taxation the co-relation between on autonomy and expenditure pattern is more crucial. It is noticed that there is around 13 per cent of the fund is mobilized under the head on 'tax and non tax. Since the major sources of revenue to the Village Panchayats are grant-in-aid 'tied sector' and grant-in-aid 'untied sector' the nature of the source of the revenue and its expenditure was made further probing. It shows Village Panchayat

may be more comfortable in spending amount under ‘untied’ sector rather than ‘tied’ sector. There is a well established co-relation between the source of revenue and the autonomy of the Panchayat. It was found that the autonomy of the Panchayats is an enabling environment which has different impact on the expenditure pattern of the ‘tied’ and ‘untied’ sectors. In other words, ‘untied’ sector generated certain degree of energy which in turn propelled the Panchayat for better performance. One may be in a position to hypothesize the co-relation between autonomy of the Panchayats and the level of expenditure (performance). The case study of sample Panchayats from all the three tiers supports the argument.

Accounting and Audit

The Panchayats in Kerala has well trained personnel to handle the accounting and audit procedures with the support of developed accounting, and audit system including performance audit and online support system. The major portion of the accounting and audit procedures and practices were incorporated in the Kerala Panchayat Raj (Accounts) Rules, 2011. All the tiers of Panchayats have to fulfill the accounting and audit procedures as specifically mentioned in the Rules. Moreover, Government of Kerala has introduced e- accounting system in the Panchayats by introducing software known as *Saankhya*. As per the Kerala Panchayat Raj Act, 1994 the Government is empowered to give directions and rules on the preparation and sanction of budget. As a result, the Government has enacted the budget rules known as the Kerala Panchayat Raj (Budget) Rules, 2008 and it came in to force on the 1st of April, 2009. There is an accountability framework at the level of each Panchayat. The State Government has directed to form the Social Audit Committee at Village Panchayat level to augment the process of constructive engagement between the citizen and the Panchayat. The improved performance of local delivery of goods and service is the expected outcome of the social audit. A ward of a Village Panchayat is recognized as the basic unit for Social Audit. Officially, it is claimed by the Government of Kerala that social audit has been conducted in all the districts of Kerala under MGNREGA. However, it is still having a nonstarter

status in the Village Panchayats in Kerala as the empirical evidence suggested. At the state level there is a State Performance Audit Authority for conducting the performance audit of the Panchayast. The Principal Secretary (LSGD) to the Govt. acts as the Performance Audit Authority and is assisted by the State Performance Audit Officer. There are performance audit teams at the regional level under the Regional Performance Auditors to conduct performance in the Panchayas. As per the Kerala Panchayat Raj Act and Kerala Local Fund Audit Act the statutory auditor of the Panchayats is the Directorate of Local Fund Audit (DLFA). There is also a system of vigilance mechanism for Panchayats. They are Ombudsman and Tribunal for Panchayats. As per the State Act, all the Panchayats have to publish its Citizen Charter of the rights describing the services being provided by it and the time frame stipulated for the exercise. The sample Panchayats at the three levels has followed all the major accounting, audit and budget rules, as empirical evidence suggested. However, no Panchayats have made attempts to disclose *suo moto* account statements.

Panchayat Functionaries

In the process of devolution it is realized that the Panchayats can perform functions only with the support of functionaries who were hitherto performing those functions. In a sachet of decentralization, Kerala have followed the norm of, “the function and the functionaries should go together” while devolving the functionaries to Panchayats . This means that the functionaries for specific tasks at various levels will be attached to the corresponding tiers of the governments to whom the functions have been transferred. This approach necessitated massive transfer of functionaries to Panchayats. But that has not made as expected. And therefore functions are with the Panchayat and the functionaries are still with the line departments. The institutional arrangement of the mechanism of dual control is not properly addressed the issue. The Village Panchayats in Kerala had their own functionaries to perform the traditional functions. Since the ‘Development Blocks’ are transformed in to Block Panchayats a convergence of

traditional and new staffing pattern has developed at that level. The District Panchayats being an institution of the post constitutional phase has followed a different pattern of functionaries. The new dispensation followed by the constitutional commitments and the decentralization process has become instrumental for loading value addition to the Panchayats. The additional functions and responsibilities are expected to perform with the support of the functionaries of the transferred institutions. Due to the mechanism of dual control, the services of the functionaries of the transferred institutions are not properly available to the Panchayats. Therefore, shortage of functionaries, particularly engineering staff is reflected in many of the Panchayats. As a result, a policy decision had been taken to deploy some of the surplus functionaries to Panchayats. However, the deployment of functionaries has proved a cumbersome exercise and it is followed by the concept of permanent engineering functionaries for Panchayats. As a result, a separate engineering wing is created under the nomenclature ‘Engineering Wing of LSGD’. The engineering functionaries were deployed in each Panchayat with full professional freedom and administrative control of the vertical hierarchy of their respective line department. The functional control is said to be with the respective Panchayat. In the Panchayats there are real distinction between the core functionaries, engineering functionaries and functionaries from transferred institutions /departments. A unified Panchayat staff structure under single administrative head has not yet developed in the Panchayats to strengthen devolution of functionaries.

It is also realized that the provisions of State Act was inadequate to engage in administering the functionaries of the Panchayat. Therefore, the Kerala Panchayat Raj Act, 1994 was thoroughly restructured in 1999 and formulated a separate part on “Officers and Employees of Panchayats” which gives the functions and powers of the functionaries. The new provision in the Act gives special emphasis on code of conduct in using language, gestures and actions while interacting with elected authorities and officials. Professional freedom and statutory rights of the functionaries are protected from political pressure. Sphere autonomy of the functionaries is ensured while discharging the

statutory functions and it is separated from the political domain. The overall intention was to create an enabling environment for good local governance by ensuring healthy relationship between the elected authorities and officials with mutual respect. The provisions are really protective measures to maintain the two domains of the body politics and day to day business of the Panchayats . Of course, difficulty of keeping such a water tight compartment between statutory and non statutory functions, in a small unit of administrative domain is the real challenge. It is hypothesized that only experienced political leadership and professional functionaries at the local level can take up the challenge. The evidence from the sample Panchayats reveals that the challenge is being addressed with an affirmative note.

Panchayat Administration

All the tiers of Panchayat have standing committees on subject specific matters. The legal framework for the standing committees is provided in the State Act. Both in the Village and Block Panchayats there are four standing committees whereas in the case of District Panchayat the number of standing committees is five. The institution and working of standing committees has succeeded in accelerating the spirit of democratic decentralization in decision making and in acquiring power over the sectarian attitude of party politics in the Panchayat system. The committee system has provided democratic space for free discussions and active participation of elected members before any issue/proposal is placing to the Panchayat committee (full body). The number of meetings and the number of resolutions in each standing committee was the testimony of vibrancy of the standing committees .The constitution and composition of the committee system is designed in such a way that every elected member belongs to one or the other committee, everyone could get a feeling of partnership in business . The Panchayat administration has worked as the synthesis of three components (functions, functionaries and finance). The detail enquiry of the Panchayat administration has provided evidence to understand the dynamics and process of devolution. The working of the standing committees at different levels has serviceable relationship with the respective Panchayat

Committee. The concept of ‘parallel committees’ has a different context in the case of Kerala. Of course, there are organizations / agencies which are in operation at different levels, both at the district and sub district levels. But they could not be taken as nomenclature for parallel bodies. These organizations have no energy to belittle the Panchayats. The centrality and governmental status of the Panchayat is being recognized by these agencies.

Gram Sabhas

Really, the provisions of the Act provide wide scope and larger work of art for vibrant Gram Sabhas in Kerala. It provides a space for local economic development, decentralized planning, social justice, civic culture and citizen centric decentralized governance. Gram Sabhas are in operation mainly for decentralized planning. However, actual functional domain of the Gram Sabhas from the selected Panchayats gives an impression that only every limited functions and responsibilities had been utilized. The ‘powers, functions and rights’, ‘roles’ and ‘responsibilities’ listed in the State Act mainly is being left unattended. It gives an impression that the existing provisions in the State Act on the Gram Sabha, particularly the new amendment (Act of 13 of 1999), are not properly conceived by the local citizens. It is also revealed that local community is not aware of the ‘responsibilities of the Gram Sabha’. On the façade of Gram Sabha, by looking the mere participation rate, one may get the impression that it is a vibrant democratic space in Kerala and having strong functional relationship between Village Panchayats and civil society. This may be a deceive character of the Gram Sabha. The façade of the business of the Gram Sabha is not due to the civic culture or the robust of social capital. It may be the reflection of the agency role of the captive women audience under the *Kudubamshree* / job card holders under MGNREGA and the directions of the ‘plan guidelines’. The issues/subjects to be discussed and action to be taken in the Gram Sabhas is ‘directed by the plan guidelines from the top’. And it may be one of the reasons for translating all the ‘issues/subjects discussed’ in to ‘decisions taken’ and ‘actions taken’. In general, no issue/subject of local content and context is listed in the agenda of

the any of the Gram Sabhas in the sample Panchayats. It is not due to the nonappearance of local issues/subjects to be discussed in the Gram Sabha. But it is because of the perception that only issues/subject which is directed by the 'plan guidelines' are supposed to be discussed in the Gram Sabhas. A process of homogenization is noticed in the proceedings of Gram Sabha which may work as an impediment to the process of devolution and strengthening Gram Sabha. In this is context, it is worthwhile to revisit the recommendations of the Committee for Evaluation of Decentralized Planning and Development. One of the important contributions of the Committee is suggestions for making Gram Sabha in to a more viable and lively component of decentralized planning and governance in the State. The Committee also could highlight the major shortcomings of the business of the Gram Sabha in Kerala and therefore put forward certain suggestions which are really solutions to address the existing issues of Gram Sabha .The Committee says, "All the officials must be present and the participants should be informed of the actions taken on the responses and resolutions of the previous meetings. Important events of the Village Panchayat area (e.g. out-migration, in-migration, festivals, cultural activities, school/sports achievements etc) must be reported in the meetings. Law and order, tax issues, health problems etc. must invariably find a place in the agenda. Prominent NGOs and Neighbourhood Groups, Youth Organisations, Mahila Samajams, religious leaders of the locality, trade union leaders, key party persons and even the 'press' may be specially invited to the meeting. Need identification should not be made a random exercise. It should be within a framework and part of an approach. Great care should be taken in choosing the time and place of the meeting. Gram Sabha meetings shall be held only on holidays. Attendance Register at the Gram Sabha meeting should be recognized as an official document. The security of the community must be entrusted to the Gram /Ward Sabha. Also the security of public properties, roads, canals, etc. must also be made the responsibility of Gram/Ward Sabha."

Best Practices

During the field work and the discussion with the officials and elected authorities a few best practices could be identified. They are: (i) People's Planning , (ii) Window for Panchayats in the State Budget(*Appendix IV*), (iii) State Development Council (SDC), (iv) Ombudsman for Panchayats , (v) Tribunal for Panchayats , (vi) Performance Audit, (vii) Engineering Wing for Panchayats, (viii) Steering Committee, (ix) Front Office Management (FoM) of the Village Panchayat, (x) Principle of Subsidiarity, and Autonomy of Panchayats .

Bad Practices

No bad practices have been noticed during the field in the State. However, some of the unconstructive aspects which may work against the real spirit of genuine devolution were attempted. They are (i) Poor Utilization of Plan Funds under SCP and TSP,(ii)Pendency in Audit Paras (iii)Information Blockade of the Panchayats, (iv) Reduced Appliance of E Governance Efforts, (v) Retarded Developments in the Gram Sabha (vi)Trifurcation of the Department of Local Governance and(vii) Absence of Aggregated Data on Receipt and Expenditure at the state Level .

Overall Assessment of Panchayats

The financial constraints, culture of local governance deficit and unfreedom of the Panchayats do not authorize to address all the development issues but still they identify and prioritize the developmental gaps and are trying to converge different schemes of the State as well as Central with Panchayat resources to achieve maximum result. Many innovative programmes are implemented in the Panchayats which have impacted up on the quality of wellbeing and entitlements of the people of the Panchayat. It can be affirmed that especially the policy package in favour of poor, marginalized and women remain as the major credit of the Panchayats in the State. Certain components of the principles of good governance, transparency, local economic development and the responsibility to fulfill social entitlements are visible from the decisions of the

Panchayats in general and Village Panchayats in particular. The Panchayats are actively involved in planning and implementation for economic development and social justice of the local units and community. Remarkable improvements in areas like human development, associational life, capacity building, networks, trusting building, quality in gender status and social capital, could be noted among the marginalized communities. As a result, the efficacy and visibility of the Panchayats have been increased. The experiences and indicators from the Panchayats reveal that the core elements of participation, accountability and empowerment are present and practiced during the planning process of various developmental schemes. In many cases, the decisions of the Panchayats have become a powerful instrument for deepening democracy and ensuring entitlements. Of course, larger number of Panchayats has not reached the optimum level of achievements. But the front –runners are moving ahead in the right path and the best cases may be replicated and scaled it up.

STUDY TO ASSESS THE ACTUAL STATUS OF DEVOLUTION IN THE STATE OF KERALA

AIM of the Study

The study makes an attempt to assess the actual status of devolution in the State of Kerala

Objectives of the Study

The primary objectives of the study are as follows:

1. To assess the status of devolution in the State of Kerala through analyzing the working of the selected Panchayats
2. To highlight and assess the Panchayati Raj System in the State
3. To study the Acts and Rules governing the Panchayats in the State along with key amendments/modifications in the State
4. To bring out the salient features and institutional structure of decentralized planning in the State
5. To study the actual devolution of functions, finances and functionaries
6. To highlight the accounting, audit and budget rules and practices of the Panchayats in the State
7. To understand the role, performance and effectiveness of Gram Sabha in ensuring participation, transparency and accountability in local governance. The role of Gram Sabha in the decentralized planning is also included in the study.
8. To give an overall assessment of Panchayats in planning, local economic development and social justice.
9. To bring out the best and bad practices.

Approach and Methodology

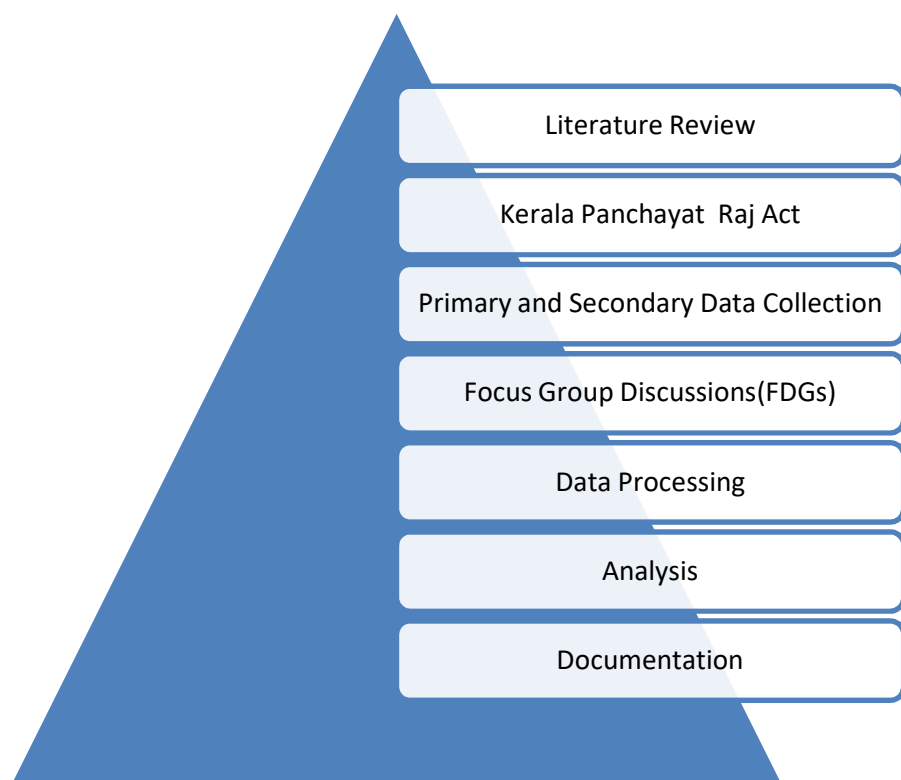
The methodology for the study was a balanced combination of qualitative and quantitative approach and tools. This was in the form of scanning of official data, focus

groups discussions (FGDs) among the stakeholders, and formal & informal interviews with the PRI functionaries (both elected authorities and officials). The qualitative tools enabled the research team to gather in depth knowledge of the situation. State level and sub State level reporting formats were used as quantitative tools. At the first stage, one BRGF District and one Non - BRGF District are selected. In the second stage, two District Panchayats (one from the BRGF district and one from the non- BRGF district) are selected. Two Block Panchayats are selected from each District Panchayat in the third stage. And in the final stage, two Village Panchayats are selected from each Block Panchayat. In total, eight Village Panchayats, four Block Panchayats and two District Panchayats are selected and all the selections are based on random basis. Technical reports, information available from existing literature, and websites were referred for designing various tools for the work. Village Panchayats, Block Panchayat, and District Panchayat functionaries offices were contacted for information and focus group discussions (FGDs) were conducted. Discussions were held with various committees. A professional team who are well acquainted with the theory and practice of local governance has spent number of days for the assignment of data collection and interaction with the functionaries. And the team has made a second visit also to the selected Panchayats for vetting the data and field information. The MoPR has developed a detailed questionnaire/marking sheet for assessing the different tiers of Panchayats based on certain crucial indicators. Since each tier has different sphere of functions, deployment of functionaries and flow of finance to the Panchayats are ensured special treatment with the support of separate questionnaire / marking sheet. By keeping the objective of the study in mind a few direct questions were also posed to the stakeholders at the State level for assessing the impact of the different schemes.

TOOLS USED

State Level Questionnaire	
Questionnaire for District Planning Committee (DPC)	
Questionnaire for District Panchayat (DP)	
Questionnaire for Block Panchayat (BP)	
Questionnaire for Village Panchayat (VP)	

METHODOLOGY FLOWCHART



List of Panchayats

DISTRICT PANCHAYATS	BLOCK PANCHAYATS	VILLAGE PANCHAYATS
(i) PALAKKAD	(i) Attappadi	(i) Agali (ii) Sholayur
	(ii) Malampuzha	(iii) Akathethara (iv) Puthusseri
(ii) KOLLAM	(iii) Chavara	(v) Chavara (vi) Neendakara
	(iv) Ochira	(vii) Kulasekharapuram (viii) Alappadu

CHAPTER 1:

INTRODUCTION

State Profile

Kerala lies along the coastline, to the extreme south west of the Indian peninsula, flanked by the Arabian Sea on the west and the mountains of the Western Ghats on the east. Kerala has drawn international attention due to its impressive performance in social development and demographic transition. Its human development indicators are the best in India and compare with some of the developed countries and its social and demographic development experience which is popularly known as ‘Kerala model of development’. Perhaps the most distinguishing feature of Kerala is the sex ratio: According to the 2011 census, Kerala has 1084 females for 1000 male against the national average of 940. In past hundred years, this has steadily improved. In the past decade, all districts of Kerala have shown improvement in the sex ratio. Kerala’s also tops the literacy rate at 94 per cent (male literacy (96%) and female literacy (92%)) compared with the national average of 74 per cent (Male 82%, female 65.5%). As per the latest census the population density of Kerala is 860 persons/sq km. A steadily aging population (13% people over 60 years compared with 8.2 in the country) and low birthrate (14.8 per 1,000 compared with national average of 22.1) make Kerala one of the few regions of the developing world to have undergone the ‘demographic transition’. It is highest among the major states of India. Children in the age group 0-6 year are just about 10 per cent and up to 14 years, is less than 25 per cent of the total population, which is lowest among the major states of India. The dropping number of children is endangering the primary schools. The school dropout rate in the state is less than 0.5 per cent - the lowest in the country. As in the case of literacy rate, Kerala has the highest life expectancy (75.8 years; national average 65.5 years) in India. Its fertility rate is below sub-replacement level (at around 1.7) and the infant mortality rate (only around 10 deaths per 1,000 live births) is among the lowest in the country.

General Information

Number of Districts, Blocks and Villages in the State ;(Administrative units only)

- a. Districts: 14
- b. Blocks: 152
- c. Revenue Villages: 1532
- d. Census Villages 1018
- e. Habitations: 16680

Particulars	District Panchayat			Block Panchayat			Village Panchayat		
Each level of Panchayats	District Panchayat			Block Panchayat			Village Panchayat		
Number of Panchayats at each level	14			152			978		
Number of Elected Representatives for the entire State at each level of Panchayats	332			2095			16680		
No. of General Representatives for the entire State at each level of Panchayat	143			822			6915		
Number of Women Representatives for the entire State at each level of Panchayats	SC	ST	OBC	SC	ST	OBC	SC	ST	OBC
	18	2	0	76	10	0	773	105	0
Number of SC Representatives for the entire State at each level of Panchayats	17			147			995		
Number of ST Representatives for the entire State at each level of Panchayats	3			20			144		
Number of OBC Representatives for the entire State at each level of Panchayats	No Reservation for OBC								
Percentage of reservation for Women as per the Act	50%			50%			50%		

Source: State Election Commission, State of Kerala, Thiruvananthapuram

History of Panchayat System in the State

Prior to its formation into a single political unit in 1956, Kerala comprised of three distinct administrative units - Travancore, Cochin and Malabar, the first two being native principalities, while the third a part of the Madras Presidency under British India. The people of these units were bound by a common language, namely, Malayalam. It is the organization of Indian states on linguistic basis during the post - independence period that brought together the above three units into a single State. Travancore and Cochin were

integrated on July 1, 1949 and the third unit, Malabar, with the rest on November 1, 1956. All the evidences show that local bodies had functioned in all the territorial units even from the earlier days, when the whole region now known as Kerala formed part of the larger unit *Tamizhakam* (Tamil land) which lay beyond the Western Ghats. The participative character of the local bodies, gradually gave way to their domination by certain castes following the *Aryanization* of South India. British administrators have described this caste - dominated bodies as village republics or the village 'Parliament'. William Logan's account is worth recalling. The *nadu* or country was a congeries of *taras* or village republics and the *kuttam* or assembly of the *nadu* or country was a representative body of immense power which, when it existed, set at naught the authority of the ruler and punished ministers when they did unwarrantable acts. The early British administrators also asserted repeatedly that the 'caste village system' did not exist in Malabar under the Madras presidency. In Kerala, the local bodies were in the form of caste or tribal assemblies in ancient times, feudal oligarchic bodies and the *kuttam* in the medieval times, and the village Sabhas in later medieval times.

The most significant of Sri Mulam Thirunal's reform was the formation of the Legislative Council consisting of members from the Taluk level onwards. He considered their forum as a means to express the wishes of the people with regard to the administration of the State. In due course election was introduced and women voters also enjoyed the right to vote. The Government of Travancore initiated a Village Panchayat Act on January 25, 1925. The object of this regulation was to initiate the institution of self-government from the very bottom, viz., from the village itself, in other words, to make the village a vital part in the system of government. The next development of Panchayat organization took place in 1937 when the Travancore Village Union Act IX was passed by which 39 village unions were constituted.

Indian independence was a great stimulus to the concept of local self-government and its extension to remote areas. States under the Indian union were saddled with the new responsibilities assigned to them by Directive Principles of State Policy. Article 40 of the

Indian Constitution specifically directs all state governments to take steps to organise Village Panchayats and to endow them with such powers and authority as may be necessary to enable them to function as units of self government. In Kerala too, local government in general and Panchayat in particular made rapid strides in their growth and progress. The integration of Kerala State into a single unit, the functioning of democratically elected government in the State, the enhanced civic consciousness and demands for economic and social transformation, the acceptance of the welfare concept, the adoption of a socialistic pattern of society and the impact of Gandhian ideology, and earnest desire for local bodies - all these contributed to the importance of the concept of Panchayat. A Panchayat Act was enacted in 1950 and according to the provisions of the Act, the State had created 548 Panchayats, In Malabar area, after the Madras Village Panchayat Act of 1950, the District Boards were deprived of their control over the Panchayats. At the time of the states' reorganization the number of Panchayats that became operational stood at 893. The efforts at decentralization of the Panchayat administrative system in Kerala between 1950 and 1970 are specially marked by the appointment of three: statutory committees for the purpose - the Administrative Reforms Committee (1958), The Commission for Delimitation of Panchayat Areas (1959) and the Administrative Reorganization and Economy Committee (Vellodi Committee 1965). The recommendations of the committees were accepted with some amendments made to the provisions, after a marathon discussion in the State Legislative assembly.

The structural patterns of the Panchayats were laid down on the basis of their annual income. The number of members for each Panchayat was determined by the Government on the basis of population, but subject to a maximum of seven. Provision for reservation of one seat in a Panchayat for Scheduled Castes and Scheduled Tribes was provided, if their population was not less than 5 per cent of the total electorate in that area. The term of an elected member was a period of three years. The administration of the Panchayat was vested with a Committee comprising of the President, the Vice-President and all the members of the Panchayat with the President as the Chairman. The Panchayats of the

State exercised some judicial functions also in 1950, the Government enacted an Act by which it was vested with the power to nominate for each village, a village council of the members. The Panchayats were allotted more functions and the system of adult franchise was introduced. There was separate executive officer for each Panchayat. There was steady increase in revenue. The average population of a Panchayat area ranged from 10,000 to 20,000. Panchayats were formed primarily on the basis of the principle that there should be one Panchayat for every village. In June 1953, the Panchayat general election was held in Travancore - Cochin State to elect members to the newly formed Panchayats.

Administrative Reforms Committee was the background of decentralized functionality of Panchayats in 1956, when the Kerala State was formed merging Travancore-Cochin State with Malabar. There were two pieces of legislation on local government, the Travancore-Cochin Panchayat Act 1950, which was in force in Malabar area. In 1958 the government of Kerala sought to consider all the acts, rules and regulations on the recommendation of the Administrative Reforms Committee headed by the then Chief Minister, E.M.S Namboothiripad. The Administrative Reforms Committee approached their task with a view to democratize the whole administrative system and machinery in accordance with the new areas of development. It includes within its scope the running of administrative machinery, seeking cooperation and participation of people, informing and educating the public and finally organizing a sound system of planning based as much on the participation of people at each level. Therefore the pattern of placing also is to be altered right from the top to bottom and vice-versa. In a nutshell the objectives of local bodies are not merely to collect revenues and maintain peace but to promote action. For this, the method was to be democratic and the machinery had to be responsible to the peoples' representative. In 1958, a committee was constituted, under O Chandu Menon, to examine the question of delimitation of Panchayat areas. The Commission recommended for an economically viable Panchayat area to the extent possible, so that the administration could be asserted without waiting for the allotment of funds by the

superior authorities. Each district has about 100-200 Panchayats under its jurisdiction whereas under each Block the number is between 10 and 15. The Committee suggested Panchayati Raj system of administration in Kerala in which Panchayat, Taluk Council, Block and District Council - all could be organically linked and the principle of democratization and decentralization would be present in its entirety at the sub-state level. Following the recommendations of the Administrative Reforms Committee and the Delimitation Commission, a Kerala Panchayat Bill was introduced in December 1958. After one year, the Kerala District Council Bill was also introduced in April 1959. Both the bills not, however, be enacted into law then, as the Legislative Assembly of Kerala was dissolved on 31st July by the President of India.

The government of Kerala enacted in 1960, a Kerala Panchayat Act unifying the existing laws in the Malabar and Travancore - Cochin regions of the state and enlarged the functions and financial resources of the local bodies. The Act's proposal is that the Panchayat should be the only organization at the village level between government and the people and that they should be the media through which the villages can come into contact within the government. The Act of 1960 contained the list of duties and functions of Panchayat in Kerala. With the enactment of the Kerala Panchayats Act, 1960, the State of Kerala had accepted a uniform law for the administration of Panchayats. The Kerala Panchayat Council Bill - 1964 was introduced in the Legislative Assembly on the lines of recommendations of the Balwantray Study Team. In March, 1987, the Government appointed a one member commission to advise on the measures to be taken for decentralization of power at the district and lower levels. The Commission was in search of a Panchayati Raj system, i.e., an integrated structure of local government, with an elected Council at the District level, a nominated Samiti at the Taluk level between the District and the Panchayat, and a village Panchayat at the lowest level. It has been suggested to operate an 'Election Commission' for all the local government institutions. The empowerment of Panchayat through meaningful decentralization was also visualized in the Report of 1987. The most significant changes sought to be made in relation to the

Panchayat bodies are - declaring Panchayat President as the executive authority of the Panchayat in accordance with the general principles of democratic functioning followed in the country and also in harmony with such provisions that exist in the states - like West Bengal, Kamataka and Andhra Pradesh, to reduce the proposed administrative and supervisory control of District Councils over the Panchayats so as to make the latter function with their powers directly derived from the state government. The beginning of a new phase in the functioning of local government can be seen in 1971 when the government of Kerala introduced in the State Assembly, 'The Kerala District Administration Bill 1971.

A Conspectus

The evolution of rural local government in Kerala was not uniform through the State since parts of it were under princely rule and the rest under the British province of Madras. The area under princely rule did not institute Panchayats akin to modern Panchayats before India became independent. In contrast in the areas under British rule, some rudimentary forms of local government were established. Even after independence, Kerala has been impervious to developments that took place in other parts of the country in the field of Panchayati Raj. Until 1995, Kerala had only a single tier, the Gram Panchayat and was behind most States in Indian, in the area of devolution. The only silver lining before the 73rd amendment was the district council experiment in 1991 which could not survive because of regime change. The Kerala Panchayat Act was passed in 1994, in conformity with the provisions of the Constitutional Amendment (central Act) and the People's Planning Campaign (PPC) was initiated in 1996. People's Planning Campaign was a socio-political movement for strengthening the process of devolution and decentralized planning. It has succeeded in mobilizing people to participate in local planning and local economic development beyond party lines. The budget of the Government of Kerala for the year 1996 is important to comment. It made a landmark in the history of fiscal devolution in the country by introducing separate annexure for local government (Budget window for local Government) and the resource allocation to them

is subjected to legislative approval and control. Moreover, in the budget document, for each local government there is separate allocation for SCs and STs under Special Component Plan (SCP) and Tribal Sub Plan (TSP) respectively. In the financial devolution programme, proportionately higher weightage has been given to the SCP and TSP targeting welfare of SCs and STs. Though it is true that in Kerala in mid 80s attempts were made to decentralize the allocation of funds for SCs and STs up to the district level, only under PPC it was further decentralized to the Gram Panchayat level. When the PPC was started, it was felt that certain provisions of the then existing Kerala Panchayati Raj Act, 1994 was really a faltering block for the deepening local democracy and the process of devolution in the State. There was a demand for further amendments to the State Act. As a result, a committee on decentralization of power known as *Sen Committee* was constituted to suggest reforms in the 1994 Act. The *Sen Committee* put forward a number of progressive suggestions most of which have later been incorporated in the amended Panchayat Act 1999. The committee recognized the importance of the right to information, provided for citizen's charters, recommended the formation of a local government ombudsman and tribunal, suggested the strengthening of Grams Sabha and increased its frequency, among others. The committee was uncritically influenced by the methodology and practices of decentralized planning which were initiated before the committee actually started functioning.

The Kerala Panchayat Raj Act 1994

The Kerala Panchayati Raj system came into operation from 30th September, 1995 and the powers were formally transferred on 2nd October 1995. The 73rd Amendment visualized the Panchayati Raj as institutions of self-government. Article 243-G reads, "subject to the provisions of the Constitution, the Legislature of a state powers and authority as may be necessary to enable to function as institutions of The Kerala Panchayati Raj Act was passed by the Kerala Legislative Assembly on 23rd April 1994, which substitutes the Kerala Panchayati Raj Act 1960 and District Administration Act 1979 and is intended to incorporate the provision of the 73rd Constitutional Amendment

giving constitutional status for Panchayati Raj system in India. The Panchayati Raj in Kerala is not seen as a hierarchy. There exists organic linkage between the three tiers in the form of ex-officio membership at the 'higher level'. (For co-ordination purposes, the elected presidents of the 'lower tier' are ex-officio members of the next higher tier with full rights of voting except in elections and in no confidence motions). But each tier is independent of others and performs certain exclusive functions given to it.

Village Panchayat

Article 243-B of the Constitution deals with setting up of Panchayats at three levels. The Kerala Panchayati Raj Act 1994 envisages a Village Panchayat for each village. It has been viewed as the root of democracy and an effective tool for the participation and involvement of the people in the democratic process. In Kerala the Village Panchayats are fairly large having a population of around 25000 on an average. The Act has considerably empowered the Village Panchayats by giving control over all local level institutions except Upper Primary and High Schools. The Village Panchayat has their own source of income and gets reasonable amount form grants and share of taxes. The Village Panchayats have been provided with the major share of Plan funds. The Village Panchayats of Kerala are viable administrative units capable of performing most of the local government functions envisaged in the Eleventh Schedule of the Constitution. The members of the Village Panchayats are elected directly by the people on the basis of adult franchise. According to section 29 of the Act, no person shall be qualified for election as member of the Panchayat (a) unless her/his name appears on the electoral roll for the Panchayat area. (b) unless s/he has completed his twenty first year of age (c) unless in the case of the seat renewed for Scheduled Castes and Scheduled Tribes, the person is a member of any of the Scheduled Castes Scheduled Tribes. (d) Unless in the case of a seat reserved for woman, the candidate is a woman. For the purpose of election, each Panchayat area is divided into wards on the basis of total population of the village or villages constituting the Panchayat area. Every ward is a single member constituency. Seats are be reserved for Scheduled Castes and Scheduled Tribes in each village

Panchayat in proportion to their population. Half of the reserved seats shall be set apart for women belonging to Scheduled Castes and Scheduled tribes. Half of the total number of seats, both in reserved and unreserved categories shall be set apart for women in every Panchayat and seats may be dotted by rotation. After the elections are over, the members elect from among themselves the President and Vice-President of the Panchayat. The chairperson of each level of Panchayats shall be reserved for Scheduled Castes and Scheduled Tribes in proportion to their population on rotation basis. Half of the posts of chairpersons of each level of Panchayats shall be reserved for women on rotation basis. The members, once elected, hold office for a period of five years. But the Government may reduce the term by notification in the gazette. If Panchayat is dissolved before the expiry of the term, election is to be conducted within a period of six months of the dissolution to reconstitute the Panchayat. Village Panchayats are the strongest of the three tiers in terms of mandatory functions and 'other functions' falling under broad heads. This is the only body that has its own sources of income through taxation. Since Village Panchayat was in existence before the 73 rd Constitutional Amendment, it had not encountered any major operational problems.

Block Panchayat

The Block Panchayat consists of (a) the elected members of the block and the Presidents of the Village Panchayats with the Block Panchayat area. All levels of Panchayats will consist of persons elected directly from the territorial constituencies in the Panchayat area. The territorial constituencies shall be divided in such a manner that the ratio between the population of each constituency and the number of seats allotted to it should be uniform throughout the Panchayat area as far as possible. All members of the Panchayat, whether or not directly elected, shall have the right to vote in the meetings of the Panchayat. The President and Vice President of the Block Panchayat shall be elected from among the directly elected members of the Block Panchayat. Seats shall be reserved for Scheduled Castes and Scheduled Tribes in each Block Panchayat. Half of the reserved seats shall be set apart for women belonging to Scheduled Castes and Scheduled Tribes.

Half of the total number of seats, both in reserved and unreserved categories shall be set apart for women in every Panchayat and seats may be allotted by rotation. The middle tier, the Block Panchayat is a new entity in Kerala. Almost all political parties and even elected representatives of Block Panchayat have questioned the relevance for this body. The Minister of Local Administration spoke of winding up this body after the present term by bringing about necessary amendments to the 73rd Amendment Act. But at the same time the role of Block Panchayat is very crucial for the implementation of rural development programmes and multilevel level planning and local economic development.

District Panchayat

Chapter III of the Kerala Panchayati Raj Act deals with the composition of District Panchayats. The number of directly elected members of the district Panchayat should not be less than 15 and should not exceed 25. The District Panchayat consists of (a) the elected members and (b) the Presidents of the Block Panchayats of the district. In each District Panchayat seats are reserved for Scheduled Castes and Scheduled Tribes in proportion to their population in the Panchayat area and seats may be allotted by rotation. Half of the reserved seats shall be set apart for women belonging to Scheduled Castes and Scheduled tribes. Half of the total number of seats both in reserved and unreserved categories shall be set apart for women in every District Panchayat and seats may be allotted by rotation. The members of Legislative Assembly and members of Parliament have been kept out from the Block Panchayats and District Panchayats. All the Presidents of Block Panchayats will also be ex-officio members of District Panchayat. Thus an organic link between different tiers of Panchayat Raj Institutions has been maintained with the 'lower tier' getting representation in the next 'higher tier', which provides an opportunity for active participation in decision making. A District Panchayat shall have a President and a Vice-President elected from among the elected members of the District Panchayat. Section 156 deals with the responsibilities of the President and Vice President of Panchayat. Every meeting of the Panchayat shall be presided over by the President, in

his absence by the Vice President, and in the absence of both the President and the Vice-President, by a member chosen by the meeting to preside for the occasion. The President is expected to preserve order and decide all points of order and the decision of President in the matters shall be final. He has to supervise and control all the activities of the Panchayat personnel. The provision empowering the chairpersons of these bodies to supervise and control the working of the employees of the Panchayat concerned is noteworthy, for in the absence of this, the staff working under the Panchayat will show loyalty to the higher bureaucracy rather than the elected representative. Section 179 provides for the appointment of a full-time Secretary for each Panchayat who shall be a government servant. The Secretary is the most critical functionary of any Panchayat. Section 179(4) rightly obligates the Government to transfer a Secretary of the Panchayat if a decision to this effect is taken by a simple majority of the members. State government employees working for the Panchayat will be under the control of State Government. This will affect the smooth functioning of Panchayats since State Government employees are likely to place their full loyalty and commitment to the government.

CHAPTER 2:

DECENTRALIZED PLANNING

Introduction

An attempt has been made to capture the salient features, practices and protocol checklist of the preparation of the decentralized plans at different tiers of Panchayats in the State. The specific provisions related to decentralized planning in the Act, rules, orders, guidelines and notifications are given in the chapter. The composition and structure of institutions and procedures developed for the decentralized planning is analyzed in detail. Special attention has also been made to find out the operational issues of the District Planning Committee (DPC) in the State. With these objectives, the present chapter analyzes the decentralized planning exercise in two sample District Panchayats, four Block Panchayats and eight Village Panchayats. It also ventures to make critical comments on the quality of the plan documents prepared by the Panchayats. This chapter attempts to list out the major strengths and weakness of the planning exercise in the State.

Peoples Plan Campaign (*Janakeeyasoothranam*)

The trend of devolution in Kerala has not been a linear one. Kerala had been impervious to the developments that took place in other parts of the country in the field of Panchayat Raj and decentralized planning. During the pre amendment Kerala had only a single tier, the Village Panchayat, and was behind most States in India in the devolution of functions, functionaries and finance. The only silver lining before the 73rd Amendment was the district council experiment in 1991 which could not survive because of a change in regime. The first major step towards effective devolution of functions with the support of a three tier structure of Panchayat Raj was taken in 1994 when the Kerala Panchayat Raj Act was passed. There was strong opposition on the provisions of the Act on the ground that it did not go far enough to grant significant changes in decentralized planning.

Since the Ninth Five Year Plan on wards, Kerala made the distinction of implementing decentralized planning in a participatory way after mobilizing thousands of people

throughout the length and breadth of the State through a process starting right from the level of Gram Sabha. It had been described as a campaign for people's planning. The decentralized planning (peoples' planning) was intended to meet a number of goals. It was seen primarily as a strategy towards strengthening the Panchayats. The basic assumption was that as the decentralized planning process moves forward; the institutional, legal and procedural bottlenecks to effective decentralization of power would be removed. It was also envisaged as a means to overcome the stagnation in the productive sector and decline in the quality of service and assets in the social sectors built up assiduously through several years of state intervention. The people's campaign for decentralized planning was organized by the State Planning Board with the active support of the Ministry of Local Administration in 1996. The 'campaign' aimed at making the Ninth Plan of the State of Kerala a 'People's Plan' (*Janakeeya Aasoothranam*). The 'campaign' was started off with an announcement by the State Government that 35 - 40 per cent of the total plan (development) funds of the State would be devolved to the local bodies to be spent by them on the basis of the priorities set by them. Certain broad guidelines about sectoral distribution of the devolved funds were laid down to prevent the local bodies from earmarking disproportionate amounts for non-productive sectors. The plan-related activities included the convening of *Gram Sabhas* specifically for the purpose of planning, preparation of the Panchayats's socio-economic profile in the form of a printed development report, holding of development seminars, preparation of projects, appraisal and correction of projects by block and district level expert committees constituted on a voluntary basis and the granting of final approval by the District Planning Committee. The 'campaign' could envisage the impediments which create stumbling blocks for strengthening the Panchayats and decentralized planning process in the State. As a result, a committee on decentralization of powers known as *Sen Committee* (Committee on Decentralization of Powers, 1997) was constituted to suggest reforms in the 1994 Act. The suggestions contained in the report of the Committee were later incorporated in the 1999 amendments to the Kerala Panchayat Raj Act. As far as the functional domain of the Panchayats is concerned there was no major suggestion from the

Sen Committee whereas it put forward a number of progressive suggestions such as provisions for right to information, citizen's charters, the formation of a local government ombudsman and tribunal. The strong legislative frame work is reflected in devolving major functions to Panchayats. Decentralized planning is recognized as the major functional domains of the Panchayats.

The Government that came to power in May 2001 renamed the programme as 'Kerala Development Plan' without major changes in the procedures and practices. Moreover, during the 10th Plan period a number of innovative steps were taken to strengthen and institutionalize the decentralized planning in the State. Again under the 11th Plan, the Government revamped the entire process, emphasizing the concept of People's Planning, focusing on institutionalization of decentralized planning. As a result, Kerala is said to be a role model for other States in the area of decentralized planning. In Kerala, DPCs have been existence since 1995.

The Approach of the Decentralized Planning under the 12th Five Year Plan

In order to make the system of decentralized planning more efficient and effective the approach of the 12th Five Year Plan has envisaged some concrete steps. It is also targeted to strengthen the institutions as well as the decentralized planning process. The plan approach had been designed and made value addition in such a way to strengthen the decentralized planning and therefore the following steps has been listed.

(i) Special Gram Sabhas will be convened for the families of differently abled and mentally challenged persons, (ii) Provision for burial/cremation ground will be ensured in Panchayats, (iii) Formulation of District Master Plan with long term vision for spatial planning in all the districts will be carried out as envisaged by the Panchayats, (iv) 'Citizens Watch Committee' will be established at the Panchayat level to watch the progress of schemes and to conduct social audit, (v) The Panchayats and the line departments will be encouraged to have a well defined approach to the empowerment of women and gender development, and (vi) The Panchayats will be encouraged to strengthen the gender budgeting and also to move on to gender sensitive monitoring and gender development programme.

Special Component Plan and Tribal Sub Plan under Decentralized Planning

The Special Component Plan (SCP) and Tribal Sub Plan (TSP) are intended to provide special protective measures to safeguard the interest of the communities of Scheduled Castes and Scheduled Tribes. As one of the major objectives of decentralized planning is to improve the socio-economic status of SCs and STs and enhancing the quality of life, conscious efforts have to be made at the Panchayat level to the effective implementation of the SCP and TSP.

The allocation of plan fund to SCP and TSP from State Plan outlay is done according to the ratio of population of SCs and STs to total population of the State. Out of the total SCP/TSP Plan outlay, a certain percentage of funds are earmarked to Panchayats for implementation of schemes under decentralized planning. The projects under the SCP/TSP can be categorized mainly into two and they are (i) the beneficiary oriented schemes and (ii) infrastructural development schemes.

Salient Features of the Guidelines for Decentralized Planning:

The Panchayats in Kerala are directed to prepare their plan with the support and full participation of local citizens. Participatory planning process has been fully ensured at the local level. Convergence with State Sponsored and Centrally Sponsored Schemes was also ensured when finalizing the plan. Following sectors are given more importance while preparing and finalizing the plan:

1. Productive Sector: In this sector more focus is given to food security, improvement in the production of milk, eggs and fish.
2. Environmental Protection: Special focus is given to protection of natural resources, and environment.
3. Human Resources Development: Attention is given to education, health, training and employment in this sector.
4. Infrastructure Development: Emphasis is given to provide adequate shelter, drinking water supply, sanitation, electricity, connectivity and other infrastructure facility to all the people.
5. In addition to this, separate attention is stressed to improve the quality of service to the people; ensure the social justice to vulnerable sections of the society and creation of new community assets and protection and maintenance of the existing assets.

Following are the main criteria for the planning process:

1. The project is prepared for the economic development and social justice which is the duty of the Panchayat. 2. Project is prepared mainly within the provisions of the Kerala Panchayat Raj Act with special directions and instruction of the State Government. 3. Each and every Panchayat should prepare a 'shelf of projects' for a period of five years on year wise, sector wise and priority wise. Every Panchayat appoints a suitable person as plan co-ordinator for assisting Panchayat for the preparation and implementation of the projects. A guideline is issued by the State Government for the preparation, approval, and technical sanction and monitoring of the projects.

Institutional Structure for Decentralized Planning

All the Panchayats are directed to follow certain institutional arrangements for the preparation and implementation of the plans as per the directions in the guidelines. They are:- (i) Appoint a plan co-ordinator for assisting PRIs in the preparation, implementation and monitoring the scheme implementation, (ii) Formation of subject wise working group for the finalization of the projects, (iii) Special Gram Sabha for the approval of plan, (iv) Development seminar for the finalization of the plan, (v) Approval of plan by the Panchayat committee, (vi) Technical sanction, (vii) DPC approval, (viii) Plan implementation, and (ix) Monitoring

Steps in Plan Formulation

As per the directions in the 'Plan Guidelines' each tier of Panchayats in State are supposed to prepare a final annual plan document for the corresponding financial year which will be relating to the respective five year plans. The Plan Guidelines directs how to prepare a plan document. The multi-stage decentralized plan formulation process followed has a remarkable potential in devolution. The well designed steps adopted and found successful in the decentralized planning are (1) *environment setting*, (2) *situation analysis*, (3) *need identification*, (4) *vision setting*, (5) *draft plan formulation*, (6) *projectization*, (7) *plan vetting*, (8) *plan approval* and (9) *plan implementation*. Each stage also has a few sub-components.

1. Environment Setting

Creation of Working Groups and making them functional for the plan process comes under environmental setting.

1. I: Constitution of Working Groups

It was made mandatory for each Panchayat to constitute Working Groups for different sectors, at the beginning of every Five Year Plan. The first activity towards situation analysis is the constitution of Working Groups for development sectors. The Panchayats have the freedom to constitute as many Working Groups as required in addition to the following mandatory ones.

1. ii: Mandatory Working Groups

The mandatory working groups are:-(1) Watershed Management including Environment, Agriculture, Irrigation, Animal Husbandry, Dairying, Fisheries and related sectors, (2) Local Economic Development other than agriculture including local industries, promotion of private and community investment and mobilization of credit, (3) Poverty Reduction including Housing, (4) Development of Scheduled Castes, (5) Development of Women and Children (6) Health, (7) Water Supply and Sanitation including Solid Waste Management, (8) Education, Culture, Sports and Youth, (9) Infrastructure, Social Security including Care of the Aged and Disabled, (10) Energy, and (11) Governance Plan. In addition, Panchayats having allocation under *Tribal Sub Plan* (TSP) will have to constitute a separate Working Group for *Development of Scheduled Tribes*. In Urban Local Governments, the Working Group on *Poverty Reduction* would also look after the Slum Development sector.

1. iii: The Structure of the Working Group:

Each Working Group will have an elected member of the Panchayat as its Chairperson. The Working Group on *Development of Scheduled Castes* should be chaired by a Scheduled Caste Member and the Working Group for *Women and Children* by a women member. The Working Groups on *Watershed Management* and *Anti Poverty Sub Plan* should be headed by the President /Chairperson of the Panchayat. A leading expert in the sector, nominated by the Panchayat, has to function as the Vice-Chairman of each

Working Group. The Convenor of each Working Group should be the senior most official devolved to the Panchayat in that sector. Other professionals and experts, who are capable of contributing to the functioning of the 'working groups' can be nominated as members, The experts from outside the Panchayat jurisdiction who are willing to work voluntarily in the 'working group' can also be included. In short any practitioner or professional showing interest and activism in the sector can be included in the Working Group.

At least one member of the Community Development Society (CDS) of the *Kudumbashree* should be included in each 'working group' and two should be there in the 'working groups' on poverty reduction, development of women & children and development of scheduled castes. Scheduled Caste Promoters should be nominated to every 'working group'. The 'working group' has the power to co-opt more members to its fold and to set up Task Forces to perform any task devolved on to it.

1. iv : Procedure of the Working Group Meeting:

The 'working group' has to meet as frequently as possible and keep a brief record of its deliberations. The quorum for the meetings shall be four including the mandatory presence of the Convener. It should be ensured that representatives of commercial banks participate, in the 'working group' on watershed management and on local economic development, to the extent possible in order to ensure the bank loans for plan projects. In Panchayats having the forest areas, officers of the Forest Department and the Presidents & the Secretaries of *Vana Samrakshana Samithies* (VSS) shall be inducted into the '*working group*' on watershed management.

2. Situation Analysis or Status Assessment

2. I: Preparation of Status Report for Every Sector

Survey of existing resources, analysis of situation, and exploration of development potential come under this activity. Each working group will have to prepare a development status report for each sector with the following items for the purpose:

- (1) List of schemes taken up in the sector in earlier Five Year Plans by the Panchayat, (2) Key indicators of physical and financial achievements of the above schemes, (3) A

comprehensive list of beneficiaries of the plan projects for earlier plans in the Panchayat, (4) A list of assets created during earlier plans, (5) List out major schemes implemented in the sector by Government or other agencies, (6) The database relevant to the sector from all available secondary sources. (7) A note on issues in the planning, implementation and monitoring aspects in the last ten years, (8) Preparation of development problem matrix for different wards or areas in the Panchayat, (9) A note on key issues facing the sector, existing gaps, local potential for development in the sector, strategies for addressing the issues and achieving the potential for development, and (10) Potential projects - for Plan and Maintenance Plan.

2. iii : Methodology for the Preparation of Working Group Report

The working group may verify records, conduct field visits, discuss with selected beneficiaries of previous scheme, interact with key stakeholders, conduct surveys or make studies, for the preparation of the working group report. The working groups should maintain frequent interaction or sharing among the key members so as to bring about cross-sectoral linkages but should not remain as watertight compartments. It is necessary to use services of all officials devolved to the Panchayats in the functioning of respective working groups. A framework of the report of the working group was also developed in the form of a template to serve as a guide in the preparation of the report. Working groups shall continue to work even after the preparation of annual plan till the final stage of plan implementation.

3. Need Identification

Identification of the needs of the people is the next step in the process. The need identification encompasses a wide range of consultations and consolidation of ideas. It starts with holding of stakeholders meeting for gathering their needs.

3. i : Consultation with Stakeholders

The next component is holding of consultations with key stakeholders in each local Panchayat as enlisted below:

(1) Farmers and agricultural worker, (2) People engaged in industrial activities and services (both traditional and modern) including workers, (3) All the Area Development

Societies, (4) Headmasters and key PTA office bearers, (5) Anganwadi workers and Mothers' Committee Chairpersons, (6) All Hospital Management Committee members of the Government Hospitals within the Panchayat (of all three streams) and key medical professionals within Panchayat from the NGO and private sector, (7) Youth clubs, youth organizations and activists and functionaries of the literacy and library movements, eminent persons in the field of arts and culture and representatives of disabled groups, (8) *Vana Samrakshana Samithies* and environmental activists, and (9) Political parties and trade unions.

3.ii : Citizen Consultation in the Gram Sabha / Ward Sabha

The basic purpose of this meeting is to gather development needs. Before holding the meeting of Grama Sabhas / Ward Sabhas there would be sufficient environment creation and information dissemination by using the media. Six Facilitators consisting of three women nominated by the Area Development Society (ADS) of *Kudumbashree* and one woman and two men identified unanimously by the Panchayat concerned should be trained for and involved in each Grama Sabha/ Ward Sabha. The agenda for discussion in the Gram Sabha /Ward Sabha should be a semi-structured questionnaire type one covering key development issues within the Panchayat as a whole. After the plenary session the participants should divide into break-out groups based on development sectors for detailed discussion and assemble in the summing up session to consolidate the discussion in all the groups

In the discussion, the Gram Sabhas / Ward Sabhas would be asked to list out development priorities ranked in the descending order of preference. In the case of infrastructure like roads, buildings, irrigation schemes, water supply schemes, electrification the Grama Sabha/Ward Sabha should put forth norms for prioritization of beneficiaries for the whole Village Panchayat/Municipality/ Corporation. The Gram Sabha/Ward Sabha should prepare suggestions on maintenance of assets separately. The following records shall be collected and maintained by the Secretary of the Panchayat to ensure strict compliance of the instructions.

(i) Photographs, (ii) Attendance register showing details like House No, address, age, whether male or female, whether belonging to SC, whether belonging to ST, occupation etc. (iii) Record of discussions of breakout groups on development needs (iv) Recommendations of the Gram Sabha /Ward Sabha in a consolidated form. In the case of Block Panchayats, Gram Sabha like sessions would be held with all elected members of Village, Block and District Panchayats within their jurisdiction; in the case of District Panchayats this exercise would be limited to Standing Committee Chairpersons of Village Panchayats and elected members of Block Panchayats and the District Panchayat.

4. Vision Setting

Every plan should be based on a development vision derived after wide discussion and consultation.

4. i: Preparation of Vision cum Development Report

Preparation of a two-part document (Vision and Development Report) by a team consisting of officials and resource persons based on the outputs from the working groups and Gram Sabha meetings is the next step. The vision document would set the objectives, output or outcome of planning attempt. The Vision Document part would go beyond five years and give the vision of overall development of Panchayat as well as development in different sectors.

The Development Report would focus on the development situation in the Panchayat in respect of different sectors along with an overall assessment of development based on all data available locally and collecting additional data required specially for the purpose. Development Report would summaries the strategies being followed in the local plan, the key project interventions and the outcomes as assessed by the working groups and project beneficiaries.

5. Draft Plan Formulation

Each Panchayat would estimate the broad allocations for different sectors and convene a meeting of working groups and arrive at a consensus on key strategies and priority of schemes. The Panchayat should set the priority sector or sectors for the entire plan

periods or annually to synchronize the local plan with the state and national plan and to focus on building up necessary pre-requisites. This meeting should finalize the draft project proposals emerged from the Development Report. The draft Five Year Plan document consists of the 14 chapters and they are:- (1) Development scenario of the Panchayat , (2) Efforts during the past ten years, (3) Success and failures of the earlier planning exercise, (4) Physical and Financial achievements and outcomes in the earlier Five Year Plan ,(5) Strategic vision of the Panchayat, (6) Summary of possible projects sector wise within each sector giving the existing scenario, the intended scenario, size of the gap and the intended phases of filling up of the gaps with monitorable targets - separately for Plan and Maintenance plan, (7) Allocation of resources sub-sector-wise, (8) Brief summary on Anti-poverty Sub Plan and Destitute Plan, Women Component Plan, Plan for Special Groups and Special Component Plan and Governance Plan, (9) Brief summery on Maintenance Plan, (10) Write up on credit linkages, (11) Write up on integration , (12) Write up on monitoring arrangements intended (13) The Anti Poverty Sub Plan, Governance Plan, Maintenance Plan and wherever applicable, and (14) Tribal Sub Plan.

5.i : Consensus Building in Development Seminar

Development Seminar of the Panchayat as a whole would be held by involving the key representatives from different walks of life and professionals including two representatives - one male and one female - nominated by each Gram Sabha/Ward Sabha to evolve consensus on development strategy. The Draft Plan and Maintenance Plan would be discussed in these seminars. The gist of the Development Report and Vision Document would be circulated. The Development Seminar would thus fine-tune the specific strategies to be followed and will fix the priority. Each Panchayat should have a key development theme for the Plan as a whole or for each of the five years in relation to the broad themes for the district developed by the District Planning Committee

Certain records of the development seminar need to be maintained which are (i) Photographs (ii) Attendance register of the participants (including details like house number , full address, age, sex ,social category and occupation), (iii) Record of

discussions groups and (iv) Recommendations of the seminar. The elected members of the Panchayat would meet along with key members of working groups and consider the suggestions and recommendations of the development seminar and make suitable refinement in the priorities, strategies and allocations.

5. ii : Stakeholder Discussion for Plan Refinement

A second discussion of the stake holders for modifying the allocation for each sector, setting sectoral priority and other aspects on the basis of Gram Sabha consultation and Development Seminar Discussions need to be conducted.

6. Projectization

The working groups would prepare detailed projects in the prescribed formats by limiting the estimated expenditure within the pre-determined allocation. The project proposals should be submitted to a web based support system to ensure standardization, easy approval and consolidation at the State level

The quality of projects is directly related to the quality of functioning of the working groups. While preparing projects they should have a full understanding of the experiences of the last ten years. Working groups would also be responsible for proper technical assessment in matters like suitable type of irrigation projects, convergence in watershed management, sustainability in water supply programmes, source, technological and managerial soundness in sanitation projects etc. The working groups should give accurate assessment of cost as well as environmental implications of projects. The number of projects should be reduced significantly by fully avoiding small and low-impact projects and thin spread of resources.

6.i: Plan Finalization & Submission for Approval

Plan finalization would be done by the Panchayat. The following documents should be submitted along with the plan for approval by the District Planning Committee. (1) The documents relating to the Gram Sabha/Ward Sabha, Working Groups and Development Seminar (2) Two printed copies of the Development reports and two CDs, (3) Prescribed expenditure statements for the last five year plan, (4) Document of the proposed Five-Year Plan, (5) Master Plan Document on Watershed development, (6) Anti-Poverty Sub

Plan, (7) Tribal Sub Plan(TSP) and Special Component Plan (SCP), (8) Maintenance Plan, (9) Governance Plan, (10) Statistical Annexes, (11) Details of own revenue included in the Plan, and (12) Resolutions of the Panchayat approving the Plan Document (Nos. 3 to 9 shall also be given in electronic form developed by the IKM).

7. Plan Vetting

The Technical Advisory Groups (TAGs) created at the district and block level will vet the plans. TAGs are constituted at different levels (The district level for Block Panchayats and District Panchayat, at the Block level for Village Panchayats and at the Municipality/Corporation level for Municipalities /Corporation.) The members are chosen from among the experts from departments, professional colleges, academic institutions, public/private sector organizations, NGOs, Bankers and from among retired personnel and practitioners as members. The District Collector would be the Chairman and District Planning Officer the Convenor and Secretary of the district level TAG. The TAGs should have sub groups for different sectors. The Chairpersons of TAGs other than the District and the Chairpersons and Conveners of sub-groups of all TAGs would also be decided by the DPC. DPC would also fix the quorum for the sub groups and it shall not be less than three including one non official.

7 .i: Functions of TAGs

The functions of the TAGs are: (i) Ensuring that Panchayat plans are in accordance with the mandatory guidelines issued by Government particularly in relation to investment ceilings for the broad sectors, subsidy limits, sectoral guidelines, priorities to various groups, ineligible categories for assistance etc, (ii) Ensuring that the plans are in accordance with prevailing technical guidelines , (iii) Verifying whether the costing is appropriate and the phasing is reasonable , (iv) Giving suggestions for innovative plans and integrated projects, which Panchayats may accept if they so desire.

The TAG does not have any power to change the priority determined by a Panchayat or to force a Panchayat to take up a particular scheme or work. Any dispute regarding acceptance of a scheme at the Block / Municipality / Corporation the TAG may be referred to the District level TAG for decision.

The TAG sub groups should go through every project in detail, visit sites if required and make suitable recommendations to the DPC. A checklist for vetting different kinds of projects would be incorporated into an electronic process of appraisal. In case the TAG identifies any problem with projects it should hold discussions with the elected head and the implementing officer concerned of the Panchayat and sort out matters across the table. No plan, which does not have the required allocation for the mandatory schemes, should be forwarded to DPC.

The appraisal of projects by TAG should be done scrupulously to ensure quality of projects. The District Collectors can initiate penal action against those members of TAG who recommend projects without proper scrutiny. The Panchayat would submit their plans in one lot to the Secretary of the TAG concerned and obtain receipt. The Secretary of TAG should conduct a quick preliminary scrutiny and then divide the projects among different sub groups for detailed scrutiny. The TAG shall not take more than 10 days for vetting the Plan of a Panchayat.

The draft Plan of District Panchayat and Corporations are to be submitted to a State Level Technical Group after vetting by TAG. Technical Advisory Groups should submit a special report to the DPC on their general assessment of the quality of projects along with suggestions on improving the quality of implementation.

8. Plan Approval

The projects vetted by the TAG should be considered in detail by the DPCs. The TAG may be asked to present their assessments before the DPC and a considered decision is taken. DPCs should verify and ensure whether the plans of the Panchayat are adhering to the guidelines and match with the priorities in the vision documents. DPCs cannot give adhoc clearances or conditional clearances. If modification of a Panchayat plan is found necessary, discussion should be held with key representatives of the Panchayat including the elected head. If there is a dispute that cannot be sorted out locally, the matter may be referred to the Decentralization Co-ordination Committee at the State level.

A summary of the approved plan containing details like allocation, implementing officer, physical targets, implementation charts etc would be given in an electronic form. An

official order containing those details would be issued by the DPC which is used for fund release by treasuries and monitoring purposes.

9. Plan Implementation

As per the guidelines, implementation is directly vested with the officials of the concerned Panchayats or the officials of the transferred institutions. In certain cases, the ‘accredited agencies’ / ‘beneficiary committees’ are also given the responsibility for implementing the projects.

Ground Realities

As per the directions in the ‘Plan Guidelines’ the sample Panchayats have prepared the annual plan document for the financial year 2012-2013 related to the respective five year plan . The Plan documents of the selected Panchayats have two parts viz, one that depicts the general conditions and part two on the various sectors. Part one contains four chapters. (i) General conditions of the area, (ii) topography and environmental specialties, (iii) Population and (iv) socio- economic and cultural status. Part two contains seven chapters which deals with (i) present status, (ii) prevailing issues, intensity and the causes, (iii) solutions and public demand, (iv) major interventions and activities in the previous plan period, (v) results and flaws in the previous years and the projects undertaken by other departments and agencies during the plan period, (vi) development potentials , (vii) activities to be undertaken. The major highlights of the plan documents of the Panchayats are – (i) Development scenario in the Panchayat area(ii)Efforts during the past ten years(iii)Success and failures, (iv) Physical and financial achievements and outcomes, (v) Strategic vision document of the Panchayat , (vii) Sector wise summary of possible projects within each sector giving the existing and expected scenario, size and the intended phases of filling up of the gaps with monitorable targets(viii) Sub sector wise allocation of resources , (ix) Write up on Anti-poverty Sub Plan, Destitute Plan, Women Component Plan, Plans for Special Groups and Special Component Plan, and Tribal Sub Plan , (x) Write up on credit linkages, and (xi)Write up on integration, monitoring arrangements etc.

Detailed discussions with the functionaries (both elected and officials) of all the selected Panchayats, revealed that all the major steps were followed in the Planning process. The verification of plan documents substantiated the claims of the Panchayat functionaries. Since it is an institutionalized structure with a protocol checklist, all the Panchayats have to follow the road map of the modus operandi related to decentralize planning. However, it was noticed that the content of political activism, public action during the initial phase of the planning process has drastically reduced among the Panchayats. During the institutional phase all the planning steps have become ritualistic in content and style rather real substance.

Planning Calendar in the State

Every year, the Government of Kerala issues a planning calendar and the procedure issued for the financial year, 2012- 2013 is given in table no. 2.1.

Table No.2.1: Details of the Planning Calendar

Activity	Responsibility	Time Schedule
1.Appointment of Plan Co-ordinator	Panchayat Committee	Before 25 June
2.Formation of Working Group	Panchayat Committee	Before 5 July
3.Preparation of Status Report	Standing Committees and Working Groups	Before 15 July
4.Discussion with Banks	Panchayat Committee, Standing Committees and Working Groups	Before 15 July
5.Stakeholder Consultation	Standing Committees and Working Groups	Before 20 July
6.Rapid Assessment	Standing Committees and Working Groups	Not Applicable
7.Gram Sabhas	Working Group Members, Facilitators and Panchayat Committee	Before 30 July
8.Finalisation of Status Report and Projects	Standing Committees and Working Groups	Before 4 August
9.Preparation of Development Plan	Development Standing Committees and Working Groups	Before 7 August
10.Preparation of Schedule	Standing committees and working groups	Before 12 August
11.Development Seminar	Panchayat Committee and Development Standing Committee	Before 17 August
12.Approval of Development Plan	Panchayat Committee	Before 22 August
13.Finalise the Plan Allocation	Panchayat Committee and Finance Standing Committee	Before 24 August
14.Project Preparation	Working Groups	Before 30 August
15.Project approval by Standing Committees	Standing Committees	Before 5 September
16.Approval of Projects	Panchayat Committee	Before 7 September

Source: Plan Guidelines for 12th Five Year Plan, Govt of Kerala.

Ground Realities

Majority of activities directed were conducted in the all sample Panchayats. A detailed verification of the records gives an impression that two activities (discussion with Banks and stakeholder consultation) were not followed in any of the sample Panchayats. Though none of the Panchayat was followed the time schedule fully the activities were seen completed without much delay. Copies of the planning calendar were available in all the sample Panchayats.

Window for the Panchayats in the State Budget (Appendix IV)

The major strength of the decentralized planning in the State is the introduction of a window for Panchayats and Urban Local Bodies (ULB) in the State Budget, known as 'Appendix IV'. It is the integral part of the State Budget in Kerala and was first introduced in 1996-1997 along with the People's Planning Campaign. It is really a link document which establishes financial linkage between State budget and local governments. The Appendix IV gives details of the provisions for financial allocation earmarked to local governments in the State Budget. In the detailed budget estimates of every year, the provisions for schemes and functions transferred to Panchayats are listed as lump sum grants to Panchayats and it is reflected in the Appendix IV. As per the grant provision made in the budget, the heads of departments will give allotment to the respective district level officers and he/she in turn will give allotment to the respective Panchayats. The Secretary of respective Panchayat will prepare and present the Bill in the Treasury showing the head of account and provisions in the document. In the detailed budget document there are major, sub major and minor heads of account which is also seen in the transferred functions under the Appendix IV. The Panchayats will adopt the same classification of budget head of account in their account registers for the classification of expenditure/schemes. It is seen that '196' is the minor head number which indicates assistance to District Panchayat. The other minor head numbers are '197' and '198' which designate assistance to Block Panchayats and Village Panchayats, respectively. The head of account wise breakup of various programmes / schemes for

which provision is made towards the Panchayat is furnished in this document. However, no provision is included in the document towards the payment of salary and allowances of the staff in the offices / institutions brought under the control of the Panchayat. Such expenditure had to meet directly from departmental heads of accounts as it is being addressed at present. Since the central share of the centrally sponsored schemes (CSCs) transferred to Panchayats is directly given to the institutions, only the state share for these schemes is included in this document. (The CSC has also been transferred to the Panchayats.). The Appendix IV has the following contents.

- (i) Abstract of Estimates of Assistance to Panchayat's for the concerned year
- (ii) Major head items such as general education, medical and public health, urban development, labour and employment and welfare of SC/ST
- (iii) Estimates of Assistance to Panchayat for the concerned year.
- (iv) Abstract of Budget Provision for the concerned year to the Panchayat based on the recommendations of the Fourth State Finance Commission
- (v) Budget Provision to the Panchayats for Traditional Functions and Maintenance of Assets.
- (vi) Budget Provision to Panchayats as Plan allocation in the concerned year
Brief Description
- (vii) Budget Provision to Panchayats in concerned year for the development
Expenditure

Sample Panchayats as Appeared in the Appendix IV of the State Budget 2012- 2013

In the Appendix IV of the State Budget 2012 -2013, details of fund flow of the sample Panchayats is given in table No 2.2 & 2.3.

Table No.2.2: Budget Provision to Sample Panchayats in 2012-2013 for Development Expenditure (Rs. in lakhs)

SL No	Name of the Sample Panchayats	General Sector					SCP	TSP	Grant Total
		Normal Share (based on tax collection, total population and non SC/ST population)	World Bank Assistance	13 th FC Award	Special Grant	Sub Total under General Sector			
1.	Kollam District Panchayat	0	0	0	0	2069.16	1347.32	27.28	3443.76
2.	Palakkad District Panchayat	0	0	0	0	2450.95	1940.06	235.78	4626.79
3.	Attappady Block Panchayat	0	0	0	0	198.16	14.50	163.55	376.21
4.	Chavara Block Panchayat	0	0	0	0	146.28	72.28	0	218.56
5.	Ochira Block Panchayat	0	0	0	0	180.28	74.63	0.82	255.73
6.	Malampuzha Block Panchayat	0	0	0	0	199.22	111.47	11.50	322.19
7.	Agali Village Panchayat	150.50	57.08	95.78	0	303.36	22.23	185.95	511.55
8.	Akathethara Village Panchayat	61.48	23.32	39.13	0	123.93	40.57	1.97	166.47
9.	Alappadu Village Panchayat	86.39	28.99	48.64	15.00	179.01	6.35	0	185.36
10.	Chavara Village Panchayat	98.43	37.33	62.64	0	198.40	50.60	0	249.00
11.	Kulasekharapuram Village Panchayat	143.14	44.08	73.97	0	261.19	39.32	0.31	300.82
12.	Malampuzha Village Panchayat	75.72	28.72	48.19	0	152.64	28.35	14.93	195.91
13.	Neendakara Village Panchayat	54.32	18.19	30.52	0	103.04	17.32	0	120.36
14.	Sholayoor Village Panchayat	114.26	41.27	69.24	0	224.76	14.77	161.81	401.34

Source: The Respective Figures of the Sample Panchayats are taken out from the Appendix IV, Details of Provisions Earmarked to the Panchayat Raj / Nagarpalika Institutions in the budget for 2012-2013, Govt. of Kerala.

Table No.2.3: Budget Provision to Panchayats in 2012-2013 for Maintenance of Assets (Rs. in lakhs)

SL No	Name of the Sample Panchayats	Maintenance Fund (Non -Road Asset)	Maintenance Fund (Road)
1.	Kollam District Panchayat	426.02	852.27
2.	Palakkad District Panchayat	557.32	1025.77
3.	Attappady Block Panchayat	31.06	0
4.	Chavara Block Panchayat	22.93	0
5.	Ochira Block Panchayat	22.60	0
6.	Malampuzha Block Panchayat	31.23	0
7.	Agali Village Panchayat	28.05	94.88
8.	Akathethara Village Panchayat	18.46	23.41
9.	Alappadu Village Panchayat	25.63	38.15
10.	Chavara Village Panchayat	29.57	79.50
11.	Kulasekharapuram Village Panchayat	32.19	26.70
12.	Malampuzha Village Panchayat	20.98	14.34
13.	Neendakara Village Panchayat	14.45	39.72
14.	Sholayoor Village Panchayat	32.19	17.22

Source: The Respective Figures of the Sample Panchayats are taken out from the **Appendix IV, Details of Provisions Earmarked to the Panchayat Raj / Nagarpalika Institutions in the budget for 2012-2013, Govt. of Kerala.**

District Planning Committee (DPC)

In accordance with the provisions of the 74th Amendment and Article 243-ZD of the Constitution, the provision for District Planning Committee has been incorporated in Section 53 of the Kerala Municipal Act. It says “the Government shall constitute, a District Planning Committee at the district level to consolidate the plans prepared by the Panchayats and Municipalities in a district to prepare a draft development plan for the district as a whole”. As per the provision in the Act the strength of the District Planning Committee (DPC) has been fixed at 15. Out of the total strength, 12 are elected members, two are ex-officio and one is nominated. In addition to them there are permanent invitees.

- (i) **Elected Members:** Twelve members are elected, in such manner as may be prescribed, by and from amongst the elected members of the Panchayat at the district level (District Panchayat) and of the Municipalities in the district in proportion to the ratio between the population of the rural areas and of the urban

areas in the district. The State Election Commission is empowered to issue directions and guidelines to supervise and control the election of the 12 members.

- (ii) **Ex-Officio Members:** The two ex-officio members are the President of the District Panchayat and the District Collector. The President is the Chairperson of the DPC whereas the District Collector is the Member Secretary.
- (iii) **Nominated Member:** A person having considerable experience in administration and planning is nominated by the Government. In the original Act the nominated member was designated as the “Vice Chairperson” of the DPC which was omitted by the Act 8 of 1995.

Permanent Invitees: (i) The Members of the House of the People (Lok Sabha) and the members of the Legislative Assembly of the State, representing any area comprised in a district shall be permanent invitees of the District Planning Committee of that district. Provided that where the area which a Member of the Lok Sabha or a member of the Legislative Assembly of the State represents, comprises partly in one district and partly in another district, he shall be a permanent invitee to the District Planning Committee of both the districts. (ii) A member of the Council of States (Rajya Sabha) representing the State shall be a permanent invitee to the District Planning Committee of the district in which s/he is registered as elector in the electoral roll of any Municipality or Panchayat. (iii) A member nominated to the Legislative Assembly of the State shall be a permanent invitee to the District Planning Committee of the district in which he ordinarily resides. (iv) Where a Member of Parliament or a Member of the Legislative Assembly of the State is appointed as Minister or elected as Speaker or Deputy Speaker or appointed as the Government Chief Whip or recognized as Leader of the Opposition, s/he may nominate a person from the area s/he represents as a Member to represent her/ him in the District Planning Committee or the District Planning Committees of the district or districts to which s/he was a permanent invitee.

Special Invitees: Though the constitutional provision and the State Act does not provide for membership to representatives of Village Panchayats and Block Panchayats,

the deficiency has been addressed by declaring nominees from these tiers of Panchayats as 'special invitees'.

Functions of DPCs as Specified in the Act

1. The District Planning Committee shall consolidate the plans prepared by the Panchayats and the Municipalities in the district and prepare a draft development plan for the district as a whole and perform such other functions relating to district planning, as may be assigned to it by the Government, from time to time, by notification in the Gazette.
2. The Committee shall, in preparing the draft development plan,- (a) have regard to-
 - (i) matters of common interest between the Panchayats and the Municipalities including spatial planning, sharing of water and other physical and natural resources, the integrated development of the infrastructure and environmental conservation; and
 - (ii) the extend and the type of available resources, whether financial or otherwise; (b) consult such institutions and organizations as the Governor may, by order specify.
3. The Chairman shall forward the development plan, as recommended by the Committee, to the Government for approval.
4. The Government shall, while preparing the State Plan consider the proposal and priorities included in the draft development plans prepared for each districts by the District Planning Committee,
5. The District Planning Committee shall monitor the quantitative and qualitative progress, especially its physical and financial achievements, in the implementation of the approved district planning schemes and State plans relating to the district and it shall evaluate the action programmes already completed.

Ground Realities

In Kerala, DPCs have been existence since 1995. As per the law the total strength of the DPC in the two sample districts is 15 each. The President of the District Panchayat is the Chairperson of the DPC and the District Collector, the ex-officio Secretary. One member who has considerable experience in administration and planning is nominated by the government. The presence of the nominated member is seen in both the sample districts.

Twelve members of the DPC are elected from among the members of District Panchayat and from councilors of Municipalities and Corporations in the ratio of rural and urban population in the district as fixed by the Government. All the heads of the line departments are seen attending the DPC meetings. The significant role of the District Planning Offices (DPOs) in both the districts is noticed in running the business of the DPC. All the provisions in the Section 53 of the Kerala Municipal Act are strictly followed in both the districts. Though the constitution does not provide for membership to representatives of Village Panchayats and Block Panchayats, Kerala has got over this deficiency by providing provision for inviting nominees from the Panchayats as 'permanent invitees'. MPs and MLAs have also been made permanent invitees but their presence is made rarely. Though it is reported that DPCs are functional, holding meetings for planning purposes (for integrating rural and urban plans to district plan) and issued guidelines for the preparation of district plan, so far no DPC except Kollam District had made district plans. (The district level plan for Kollam under the title 'Integrated District Development Plan' -IDDP, also called 'Kollam Plan' is prepared by the DPC with the support of Department of Town and Country Planning ,Govt. of Kerala under Tenth Five Year Plan and the same exercise was repeated for the Eleventh Five Year Plan . However, no attempt is seen made to integrate it with the State Plan. It is recommended as a 'model plan' by the Expert Committee on Leveraging Panchayats for Effective Delivery of Public Goods and Services, Govt. of India. It may be considered as a 'spatial plan' rather than a 'district development plan' as envisaged in the 74th Constitutional Amendment Act and the Article 243-ZD of the Constitution) In the present system, the DPCs are approving all the plans of PRIs and Urban Local Governments within the district according to available resources. DPCs ensure that the rules and orders related to the processes and procedures of plan preparation are fully adhered to by the Panchayats, but DPCs cannot change the plan priority of the Panchayats if the scheme or project is within the guidelines. DPCs are given the freedom to set district priorities on the basis of consensus among Panchayats. DPCs are expected to consolidate the perspective plan of Local Governments in different sectors and provide a district perspective based on which

they would be required to modify their perspective through iterative discussions and consensus.

The People's Planning Campaign has made attempts for preparing District Development Plan at each district by integrating development plans of three tier Panchayats and urban local governments as envisaged in the Constitution. But over the last 15 years the State has not formulated a District Development Plan. All the local self government institutions in the district formulate development plans / projects and submit to the DPC for approval. Only the projects approved by the DPC are implemented by the Panchayats. The Kerala State Planning Board has formulated 12 Five Year Plan without integrating the District Development Plans. Even after long years of experience in the decentralized planning the districts have not succeeded to prepare a development plan. All the two sample District Panchayats (Kollam and Palakkad) and two DPCs in the respective districts have reported that they have not yet prepared District Development Plans for 2012-2013. In this context, the report of the Comptroller and Auditor General of India (For the year ended 31 March, 2012, Local Self Government Institutions, Govt. of Kerala) is worthwhile to comment. The report says, "The District Planning Committee (DPC) had not prepared the Draft Development Plan. Thus, the DPCs did not discharge their constitutional obligations of preparing and forwarding District Development Plan to the Government for integration with State Plan. Though individual LSGs plan were approved by the DPCs their final consolidation in to an integrated District Development Plan, encapsulating the aspirations and felt needs of the rural populace, could not materialize and therefore the State Plan, to that extent lacked popular support at the grassroots level".

Women Component Plan (WCP)

The gender mainstreaming is another remarkable feature of the decentralized planning exercise in the State. Though it was seen that the planning process sought to integrate gender issues at every stage it could not materialize as it was expected. Therefore, from the second year of the Ninth Plan onwards, it was made mandatory that not less than ten per cent of the plan fund should go for projects intended for women, exclusively. This

was introduced as Women Component Plan (WCP) in the guidelines. All the sample Panchayats had conformed to the ten per cent allocation criteria under WCP.

Planning Process in the Sample Panchayats:

A. Features of the Plan Document of a Sample District Panchayat (Palakkad) for the Year 2012-2013.

The District Panchayat has prepared the 12th Five Year Plan (2012-2017) and Two Years Annual Plan (2012-2014) Document. The document has 59 pages with the following contents.

1. **Coverage Page:** The cover page of the document clearly indicates the name of the Panchayat and content. It says “12th Five Year Plan Document 2012-2017 & Annual Plan Document 2012-2014” (Appendix 2.1).
2. **General Information on the District:** It covers all the basic statistics, socio economic details, details on soil & climatic conditions, demographic profile including sex ratio and public institutions on the district.
3. **Panchayat Administration:** The name and address of the President, Vice President Chairman and Members of the Standing Committees and name and address of the Presidents of the Block Panchayats.
4. **An Introductory Note:** It is jointly written by the President and the Secretary of the Panchayat. The vision and approach of the plan document is reflected in this part. The rationale and logic of the division and distribution of the sector wise allocation are explained. The nature and prioritization of the types of the projects are also discussed. The ideological nuances and grammar of planning through the introductory note is observed.
5. **Situational Analysis of District:** It contains salient features of the district in terms of demographic profile, agriculture, industries and natural resources. The development strategies for strengthening the marginalized communities and women are discussed in detail. Action plan for inclusive governance, entitlement, human & gender development and well-being are worked out.

6. **Appraisal of the Earlier Plans:** It contains a brief account of projects implemented since 9th Five Year Plan onwards. It claims that the district could achieve commendable progress in the area of agriculture, dairy, small scale industries, cottage industries, education, health, energy, welfare of weaker sections and skill development. Since Palakkad has an agrarian economy the earlier plan appraisal has made prominent attention on agriculture and a review is made on earlier successful projects (group approach for locally adopted and sustainable agriculture-*galasa*, intensive vegetable production, modernization of agriculture farms, and production of seedlings, self sufficient agriculture hamlets and training programme for women in agriculture equipments). The convergence strategy adopted in the district has been registered as a successful model and is suggested for replication. Special mention is made the successful convergence models of schemes such as BRGF, MGNREGA and RKVY.
7. **Cases of Success and Failure:** It is a portrait of balanced analysis and listed with the major success and failure of the earlier attempts. It claims that due to the intervention of *galasa*, check dams and lift irrigation agriculture production has been increased. However, in certain areas the irrigation schemes have been failed since there are problems of getting electric connection and mobilizing beneficiary contribution of 10 per cent. Animal husbandry, dairy and small scale industries including women industrial estates is the productive sectors which marked achievements. The documents admit that Palakkad was one of the backward districts in education which is being changed by the intervention of the planning exercise though the district has not yet reached as par with the state average. Additional buildings to different schools have helped to stop the roster system in the schools. An improvement in connectivity is another area of achievement. On the other side, (i) drinking water schemes and (ii) development of SC and ST settlement colonies are the two areas reported to be under performance.
8. **Long Term Objectives:** The long term objectives of the planning are listed in the document and they are; (i) to make attempts to overcome the existing impediments in

agriculture in to a remunerative economic activity by reducing the input cost, (ii) to retain the existing position of second in industrial status of the district, (iii) to make attempts to overcome the existing backwardness in education, (iv) to improve the health status of the people in general and marginalized communities in particular, (v) to improve the socio economic status of the SCs and STs by providing basic amenities to their settlements and (vi) to ensure inclusive governance and self reliance.

9. **Development Perspective:** Development perspective of the district is discussed in the document. Three thrust areas of development have been listed and argue that the development perspective of the district is based on the sectors of agriculture, industry and education. A few challenges of illiteracy among SCs and STs, presence of people with HIV positive, communicable diseases and solid & liquid waste are being identified to address by immediate intervention.
10. **Potential Proposals under Different Sectors:** Nine sectors are identified as potential sectors. (i) Productive Sector Plan (ii) Service Sector (iii) Infrastructure Sector Plan (iv) Maintenance Plan (v) Poverty Alleviations & Destitute Plan (vi) Project Women Component Plan (vi) Separate Plan for Senior Citizens, Physically and Mentally Challenged (vii) Special Component Plan (viii) Tribal sub Plan and (ix) Water Shed Plan.
11. **Bank Loan Based Plans:** The document has argued for establishing linkages between District Panchayat and commercial banks. The documents has highlighted three major schemes (Meenvallam Mini-Hydel Power Project, Palakkuzhi Mini-Hydel Power Project and *Kudumbashree* Micro Enterprises) which have linkages with commercial banks .The Panchayat has also succeeded to receive financial support from Rural Infrastructure Development Fund (RIDF) of NABARD for constructing irrigation and drinking water schemes. Bank loan has been recognized as one of the sources of resource mobilization and as a strategy in decentralized planning.
12. **Convergence:** The document claims that the Panchayat has developed convergence as a planning strategy in the earlier five year plans and annual plans It is also seen

assured that the same will be followed in the 12th Plan period. The schemes proposed for convergence are RKVY, SSA, NRHM, IAY, BRGF and MGNREGA.

13. A Table on Sources of Resource Allocation under District Panchayat, for the 12th

Five Year Plan (2012-2017): As per the 12th Plan Guide Lines of the State, the District Panchayat (Palakkad) has prepared a five year plan, 2012-2017 which gives the sources of expected resource allocation for a period of five years (2012-2017). The sources are indicated as (i) development fund and (ii) maintenance fund. Under ‘development fund’ there are three sub sectors: (i) general, (ii) SCP and (iii) TSP. Under ‘maintenance fund’ there are two sub sectors (non road and road). As per the direction of the guideline, the Panchayats are directed to estimate the allocation for each year which is more than 15 per cent of the previous year. The details analysis of the five year plan document shows that the estimated allocation under the five year plan is Rs. 40206.00 lakhs (Table No.2.4).

14. Project Details of Annual Plan (2012-2013) in the 12th Five Year Plan Document

of the District Panchayat: As per the 12th Plan Guide Line of the State, the District Panchayat (Palakkad) has prepared an annual plan document which gives the details of the individual projects on sector wise. Total there are 286 projects under 11 sectors and the sectors are (i) general productive, (ii) general service, (iii) general infrastructure, (iv) SCP productive & service sectors, (v) SCP drinking water schemes in SC colonies, (vi) SCP total development in colonies, (vii) SCP road in SC settlement, (viii) maintenance grant (road), (ix) maintenance grant (non road) and (x) own fund (xi) TSP. The total estimated cost of the annual plan is worked out as Rs.4742.17 lakhs (Table No.2.5).

15. Details of Spillover Projects (2012-2013) of the Previous Years in the 12th Five

Year Plan Document of the District Panchayat: The District Panchayat has to include the details of the spillover projects while preparing the document as per the 12th Plan Guide Line of the State. Therefore the Panchayat has prepared a separate list which gives the details of the spillover projects on sector wise. There are 324 projects under 11 sectors and the sectors are (i) general productive, (ii) general service, (iii)

general infrastructure, (iv) special road maintenance, (v) SCP productive & service sectors, (vi) SCP infrastructure (vii) maintenance grant (road), (viii) maintenance grant (non road), (ix) TSP productive & service sectors (x) TSP infrastructure and (xi) own fund. The total estimated cost is worked out as Rs.3385.05 lakhs (Table No2.6).

16. Project Details of the Annual Plan Document (2013-2014)) in the 12th Five Year Plan Document of the District Panchayat: As per the 12th Plan Guide Line of the State, the District Panchayat (Palakkad) has also prepared an annual plan for 2013-2014 which gives the details of the individual projects on sector wise. There are 259 projects .The projects are categorized under 12 sectors and they are (i) general productive, (ii) general service, (iii) general drinking water, (iv) general infrastructure, (v) SCP productive & service sectors, (vi) SCP drinking water schemes in SC colonies, (vii) SCP total development, (viii) SCP infrastructure, (ix) maintenance grant (road), (x) maintenance grant (non road) and (xi) own fund (xii) TSP. The total estimated cost of the annual plan for the year 2013-2014 is worked out as Rs. 6397.00 lakhs (Table No2.7).

Ground Realities:

B. Features of the Plan Document of a Sample Block Panchayat (Malampuzha) for the Year 2012-2013.

The Block Panchayat has prepared the 12th Five Year Plan (2012-2017) and Annual Plan (2012-2013) Document. The document has 89 pages with the following contents

1. **Coverage Page:** The cover page of the document clearly indicates the name of the Panchayat and content. It says “12th Five Year Plan Document 2012-2017 & Annual Plan Document 2012-2013” (Appendix 2.2).
2. **General Information on the Block:** It covers all the basic statistics, socio economic details, details on soil & climatic conditions, demographic profile including sex ratio and public institutions on the block.
3. **Panchayat Administration:** The name and address of the President, Vice President, Chairman and Members of the Standing Committees and name and address of the Presidents of the Village Panchayats, the designation and name of all the officials working with the Panchayat are mentioned.

4. **Preface:** It is seen in the name of the President of the Panchayat .The vision and approach of the plan document is reflected in this part. The President invites support and co-operation of all the members and officials, irrespective of party affiliations for the implementation of the proposed plan document.
5. **Working Group:** As a part of the planning exercise, the Panchayat has constituted 11 working groups. Each working group has one elected member as the chairperson whereas one official as the convener. There is a vice chairperson who is a locally available expert and may be from outside the Panchayat administration. There are also a few other members (five to eight). All the details of the working group are available in the document.
6. **General Situational Analysis of Block:** It contains salient features of the block in terms of demographic profile, agriculture, industries and natural resources. The development strategies for strengthening the marginalized communities and women are discussed in detail. Action plan for inclusive governance, entitlement, human & gender development and well- being are worked out.
7. **Details of the Earlier Plans:** It contains a detailed account of projects implemented during 11th Five Year Plan (from 2007-2008 to 2011-2012).
8. **Cases of Success and Failure:** The document claims that due to the intervention of irrigation facilities agriculture production has been increased. However, labour scarcity is identified as the major impediments for agriculture development. The Panchayat admits that the labour bank has not produced the expected results. The delivery of supplementary food items through anganwadis, infrastructure facilities including baby friendly toilets in the anganwadis is the interventions which marked achievements. The intervention through IAY has helped to provide better housing facilities to the marginalized communities, particularly the SCs and STs. It may be considered as a balanced presentation with the major success and failure of the earlier attempts.
9. **Maintenance Grant:** There is a separate section on maintenance grant devolved to the Block Panchayat. The document says that Rs. 3.23 lakhs has been received by the

Panchayat and assures that the full amount received under the head will be utilized for protecting the assets of the institutions handed over to the Block Panchayat.

10. **Development Perspective:** Development perspective of the block is discussed in the document. Six thrust areas of development have been listed and argue that the development perspective of the block is based on the sectors of agriculture, small scale & cottage industry, dairy, housing, connectivity and well being of the weaker sections. A few challenges of lack of awareness on schemes among SCs and STs and water are being identified to address by immediate intervention.
11. **Sector Wise Plan Analysis:** Three sectors of production, service and infrastructure are analysed in detail. Agriculture has been given priority under productive sector whereas women SHG based service centres and connectivity is given major focus in service and infrastructure sectors respectively.
12. **Bank Loan Based Plans:** Bank loan has been recognized as one of the sources of resource mobilization and as a strategy of decentralized planning by the Panchayat. Therefore, the document has argued for establishing linkages between Block Panchayat and commercial banks. The documents has highlighted two major schemes (EMS housing scheme and SGSY/NRLM micro enterprises) which have linkages with commercial banks.
13. **Convergence:** The document says as in the case earlier five year plans and annual plans the Panchayat also try to propose convergence under the 12th Plan period. The schemes proposed for convergence are, IAY, BRGF, MGNREGA and local area development fund from the MPs & MLAs.
14. **Monitoring System:** The plan document asserts that monitoring is an integral part of the project implementation and therefore it visualizes a monitoring system for each project at two stages (implementation and post implementation phase). The working groups are proposed to be the monitoring agencies of the concerned projects.
15. **A Table on Sources of Resource Allocation under Block Panchayat, for the 12th Five Year Plan (2012-2017):** As the 12th Plan Guide Line of the State, the Block Panchayat (Malampuzha) has prepared a five year plan 2012-2017 which also gives

the sources of expected resource allocation for a period of five years (2012-2017). The sources are indicated as (i) development fund and (ii) maintenance fund. Under 'development fund' there are three sub sectors: (i) general, (ii) SCP and (iii) TSP. Since road maintenance fund is not available with the Block Panchayat under 'maintenance fund' there is only one sector (non road maintenance). As per the direction of the guideline, the Panchayats are directed to estimate the allocation for each year which is more than 15 per cent of the previous year. The detailed analysis of the five year plan shows that the estimated allocation under the five year plan is Rs. 2330.92 lakhs (Table No.2.8).

16. Project Details of Annual Plan (2012-2013) in the 12th Five Year Plan Document of the Block Panchayat:

As per the 12th Plan Guide Line of the State, the Block Panchayat (Malampuzha) has prepared an annual plan for 2012-2013 which gives the details of the individual projects on sector wise. There are 33 projects under nine sectors. (i) General, (ii) SCP (iii) TSP, (iv) Centrally Sponsored Schemes , (v) state sponsored schemes (vi) Village Panchayat fund (vii) District Panchayat fund (viii) maintenance grant and (ix) others. The total estimated cost of the annual plan is worked out as Rs.876.05 lakhs (Table No.2.9).

17. Details of Spillover Projects (2012-2013) of the Previous Years in the 12th Five Year Plan Document of the Block Panchayat:

The Block Panchayat has to include the details of the spillover projects while preparing the document as per the 12th Plan Guide Line of the State. Therefore the Panchayat has prepared a separate list which gives the details of the spillover projects on sector wise. There are 31 projects under four sectors. (i) General, (ii) SCP a (iii) TSP, and (iv) Maintenance. The total estimated cost is worked out as Rs.129.78 lakhs. (Table No.2.10)

18. Project Details of the Annual Plan Document (2013-2014) in the 12th Five Year Plan document of the Block Panchayat:

Though the 12th Plan Guide Line of the State has asked to all the Panchayats to prepare an annual plan for 2013-2014, it is noticed that the Block Panchayat, Malampuzha has not prepared the same whereas it

is prepared by the other two tiers of sample Panchayats (District Panchayat, Plakkad and Village Panchayat, Akathethara).

Ground Realities

C. Features of the Plan Document of a Sample Village Panchayat (Akathethara) for the Year 2012-2013.

The Village Panchayat has prepared the 12th Five Year Plan (2012-2017) and Two Year Annual Plan (2012-2014) Document. The document has 32 pages with the following contents

1. **Cover Page:** The cover page of the document clearly indicates the name of the Panchayat and content. It says “12th Five Year Plan Document 2012-2017 & Annual Plan Document 2012-2014” (Appendix 2.3).
2. **General Information on the Village Panchayat:** No general information/ statistics are provided on any sector in the document.
3. **Panchayat Administration:** Any information on Panchayat administration is available in the document.
4. **Preface:** It is written by the President of the Panchayat .The vision and approach of the plan document is reflected in this part. The aim of the Panchayat is to secure first position in the district and build good practices in the State. The motto of the Panchayat is declared as a ‘Model Panchayat’ in the State.
5. **General Situational Analysis of Village Panchayat:** It contains no situational analysis of the Panchayat area.
6. **Details of the Earlier Plans:** It contains a brief account of projects implemented during 11th Five Year Plan (from 2007-2008 to 2011-2012).
7. **Cases of Success and Failure:** There is no separate section on the cases of success and failure in the document. However, it is covered indirectly in the sector wise analysis of earlier plans where mainly success stories were highlighted.
8. **Maintenance Grant:** There is no separate section on maintenance grant devolved to the Village Panchayat.

9. **Development Perspective:** Development perspective of the Village Panchayat is not discussed in the document.
10. **Sector Wise Plan Analysis:** Three sectors of production, service and infrastructure are analysed in detail. Paddy cultivation, vegetables and dairy have been given priority under productive sector. Under service sector, the major emphasis is given to housing, conversion of duplex in to single house, health including palliative care and solid & liquid waste management. Connectivity is given priority in infrastructure sector.
11. **Convergence:** Convergence has been accepted and used as a strategy in allocating resources in the planning exercise. Out of the total projects, 11 have been proposed under convergence model. The projects proposed for convergence are, with the support of development fund, 13th Finance Commission grant, centrally sponsored schemes / state sponsored schemes and beneficiary contribution.
12. **Monitoring System:** The plan document is silent on monitoring systems.
13. **A Table on Sources of Expected Resource Allocation under Village Panchayat, for the 12th Five Year Plan (2012-2017):** As per the 12th Plan Guide Line of the State, the Village Panchayat (Akathethara) has prepared a five year plan 2012-2017 which also gives the sources of expected resource allocation for a period of five years (2012-2017). The sources are indicated as (i) development fund and (ii) maintenance fund (road), (iii) maintenance fund (non road), (iv) World Bank Fund and (v) central fund Under ‘development fund’ there are three sub sectors: (i) general, (ii) SCP and (iii) TSP. As per the direction of the guideline, the Panchayats are directed to estimate the allocation for each year which is more than 15 per cent of the previous year. The details analysis of the five year plan shows that the estimated allocation under the five year plan is Rs. 1107.35 lakhs (Table No.2.11). The Panchayat also has prepared another table on sources of expected resource allocation for annual year, 2012-2013 in detail (Table No. 2.12).

14. Project Details of the Annual Plan (2012-2013) in the 12th Five Year Plan

Document of the Village Panchayat: As per the 12th Plan Guide Line of the State, the Village Panchayat (Akathethara) has prepared an annual plan for 2012-2013 which gives the details of the individual projects on sector wise. There are 110 projects. The projects are categorized under four sectors (General, SCP, TSP and World Bank- KLGSDP). The total estimated cost of the annual plan is worked out as Rs.281.66 lakhs (Table No2.13).

15. Details of Spillover Projects (2012-2013) of the Previous Years in the 12th Five

Year Plan Document of the Village Panchayat: The Village Panchayat has prepared a separate list which gives the details of the spillover projects on sector wise. There are 30 projects under three sectors and the sectors are (i) general, (ii) SCP and (iii) TSP. The total estimated cost is worked out as Rs. 93.69 lakhs (Table No2.14).

16. Project Details of the Annual Plan Document (2013-2014) in the 12th Five Year

Plan Document of the Village Panchayat: As per the 12th Plan Guide Line of the State, the Village Panchayat (Akathethara) has prepared an annual plan for 2013-2014 which gives the details of the individual projects on sector wise. There are 111 projects. The projects are categorized under four sectors (General, SCP, TSP and World Bank- KLGSDP). The total estimated cost of the annual plan is worked out as Rs.301.10 lakhs (Table No2.15)

Conclusion

The history of decentralized planning in the State has not been a gorgeous one. It had been unreceptive to the developments that took place in other parts of the country in the field of decentralized planning. Only in the beginning of the Ninth Five Year Plan, the State had espoused decentralized planning (peoples' planning) and continues till date. It had been started as a campaign jointly by the State Planning Board and the Ministry of Local Administration in 1996 and latter institutionalized with legal frame work, systems, procedures, protocol checklists, culture and conventions. It was a participatory exercise aimed to mobilize thousands of people through a process starting right from the level of Gram Sabha, intended to meet a number of goals. It was primarily a strategy towards

strengthening the Panchayats. The basic postulation was that the decentralized planning process may be used as tool for social mobilization for local economic development, social justice and good governance. The ‘campaign’ was started off with an announcement by the State Government that 35 - 40 per cent of the total plan (development) funds of the State would be devolved to the local bodies on the basis of the priorities set by them. The public pronouncement on financial devolution had been fulfilled by the State with the introduction of a ‘Window for Panchayats in the State Budget’ (Appendix IV) which also shows the allocation under Special Component Plan (SCP) and Tribal Sub Plan (TSP) of each Panchayat. It was made mandatory by the provisions of the guidelines that ten per cent of the plan fund should go for Women Component Plan (WCP). In addition, certain broad guidelines about sectoral distribution of the devolved funds were laid down to prevent the Panchayats from earmarking disproportionate amounts for non-productive sectors. The Panchayats are also provided planning calendar. Every year, value addition had been added to the guidelines which included the convening of Gram Sabhas specifically for the purpose of planning, preparation of the Panchayats’ socio –economic profile in the form of a printed development report, convening of development seminars, preparation of projects, appraisal and correction of projects by the expert committees and the final approval by the District Planning Committee (DPC). As a result, the decentralized planning is recognized as the major functional domains of the Panchayats. However, in due course the guidelines became rigid and made certain impediment to the sphere autonomy of planning exercise of the Panchayats under the ‘tied’ and ‘untied’ categorization. The local passion and vibrancy, the hallmark of the decentralized planning during the campaign phase is seen diluted after the institutionalization.

DPCs have been in existence since 1995 in the State. The DPCs are ensuring that the rules and orders related to the processes and procedures of plan preparation are fully adhered to by the Panchayats and approving all the plans of Panchayats, but cannot change the plan priority of the Panchayats. DPCs are expected to consolidate the perspective plan for the district. It is seen that certain attempts are made for preparing

District Development Plan at each district by integrating development plans of three tier Panchayats and urban local governments as envisaged in the Constitution. But the State has not yet formulated a District Development Plan. All the Panchayats formulate development plans / projects and submit to the concerned DPC for approval. Only the projects approved by the DPC are implemented by the Panchayats. The State has formulated Five Year Plans and Annual Plans without integrating the District Development Plans. Even after two decades of experience in the decentralized planning the DPCs have not yet succeeded to prepare development plans. The two sample District Panchayats (Kollam and Palakkad) and two DPCs in the respective districts have reported that they have not yet prepared District Development Plans.

It is seen that the Panchayats in the State had prepared five year plans and annual plans with all the salient features of the neoclassical multilevel plan documents and it is mainly through iterative discussions and consensus among the major stakeholders. Generally, a plan document of the Panchayat has 18 well acknowledged contents/components. They are (1) Cover Page ,(2) General Information of the Area (District/Block /Villages the case may be) ,(3) Details on the Panchayat Administration, (4) Preface, (5) Details on Working Groups,(6) General Situation Analysis of the Area (District/ Block/ Village Panchayat as the case may be) , (7) Details on the earlier Plans, (8) Cases on Success and Failure,(9) Details on Maintenance Grant, (10) Development Perspectives, (11) Sector Wise Plan Analysis , (12) Bank Loan Based Plan, (13) Convergence,(14) Monitoring Systems (15) Sources of Resource Allocation under District /Block /Village Panchayat for 12th Five Year Plan,(16) Project Details in the 12th Five Year Plan, of the District /Block /Village Panchayat, (17) Details in Annual Plan Document 2012-2013 of the District /Block /Village Panchayat and (18)) Details of Spill Over Projects of the District /Block /Village Panchayat Project. The detailed review of the two sample Panchayats revealed that the District Panchayats have prepared the 12th Five Year Plan (2012-2017) and Two Years Annual Plan (2012-2014). In both cases the plan size of all sample Panchyats is quite conspicuous. The size and volume of the ‘spillover projects’ in each Panchayat may be belittling the commendable achievements

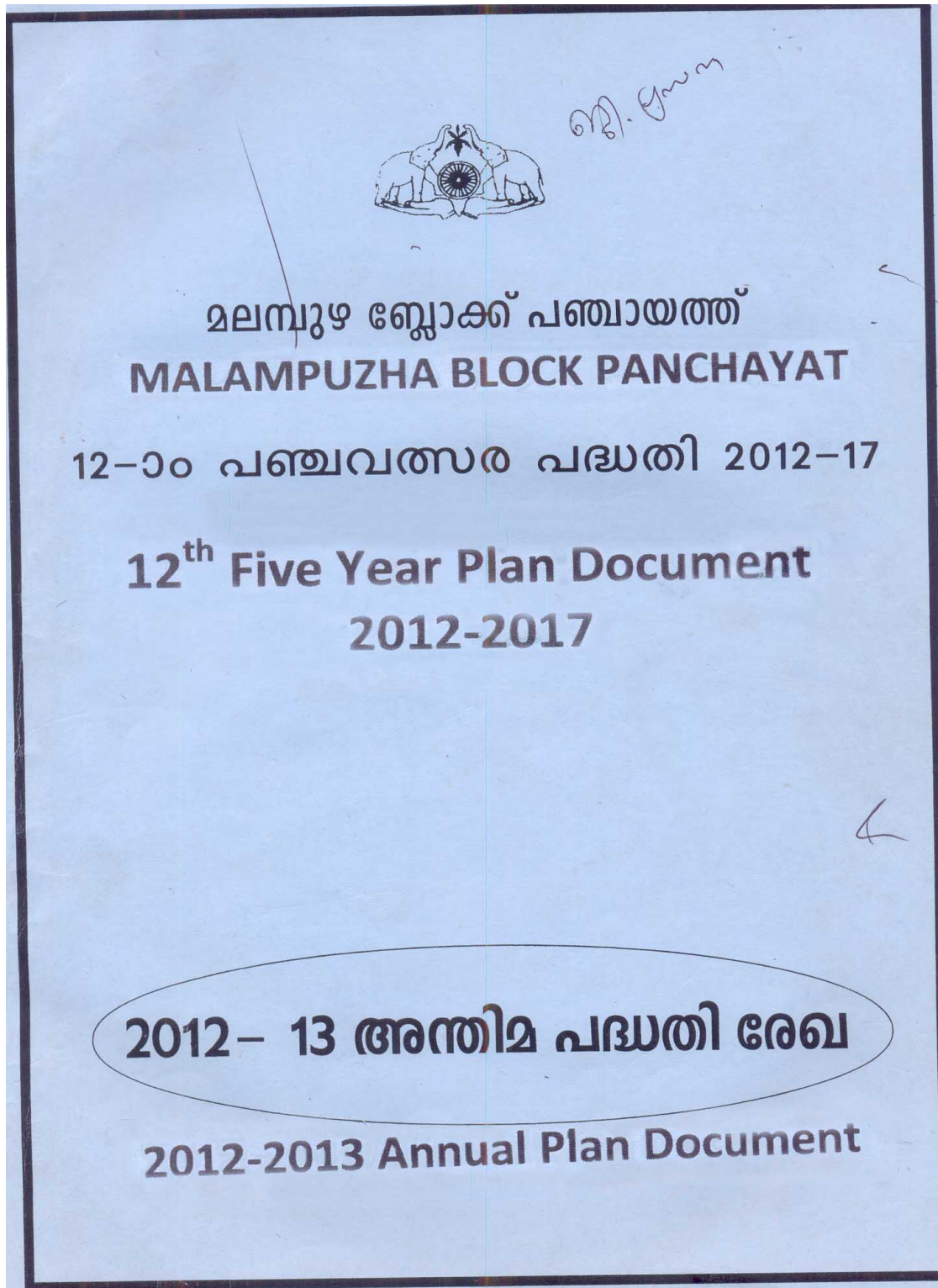
of the decentralized planning in the State. The detailed case study of the plan documents, say the case of the District Panchayat (Palakkad), the estimated allocation under the five year plan is Rs. 40206.00 lakhs and the total estimated cost of the annual plan is Rs.4742.17 lakhs. The corresponding plan figures in a Block Panchayat, say Malampuzha, are Rs. 2330.92 lakhs and Rs.876.05 lakhs, respectively. The plan documents of a Village Panchayat (Akathethara) shows that the estimated allocation under the five year plan is Rs. 1107.35 lakhs and the total estimated cost of the annual plan is Rs. 281.66 lakhs. However, it was noticed that the content of political activism and public action during the initial phase of the decentralized planning process has significantly minimized among the sample Panchayats. During the institutional phase all the planning steps have become ritualistic in content and style rather than real substance. This may be one of the possible explanations of the number and volume of spill over projects.

**Appendix No.2.1: 12th Five Year Plan Document of District Panchayat, Palakkad 2012-2017 &
Annual Plan Document 2012-2014**



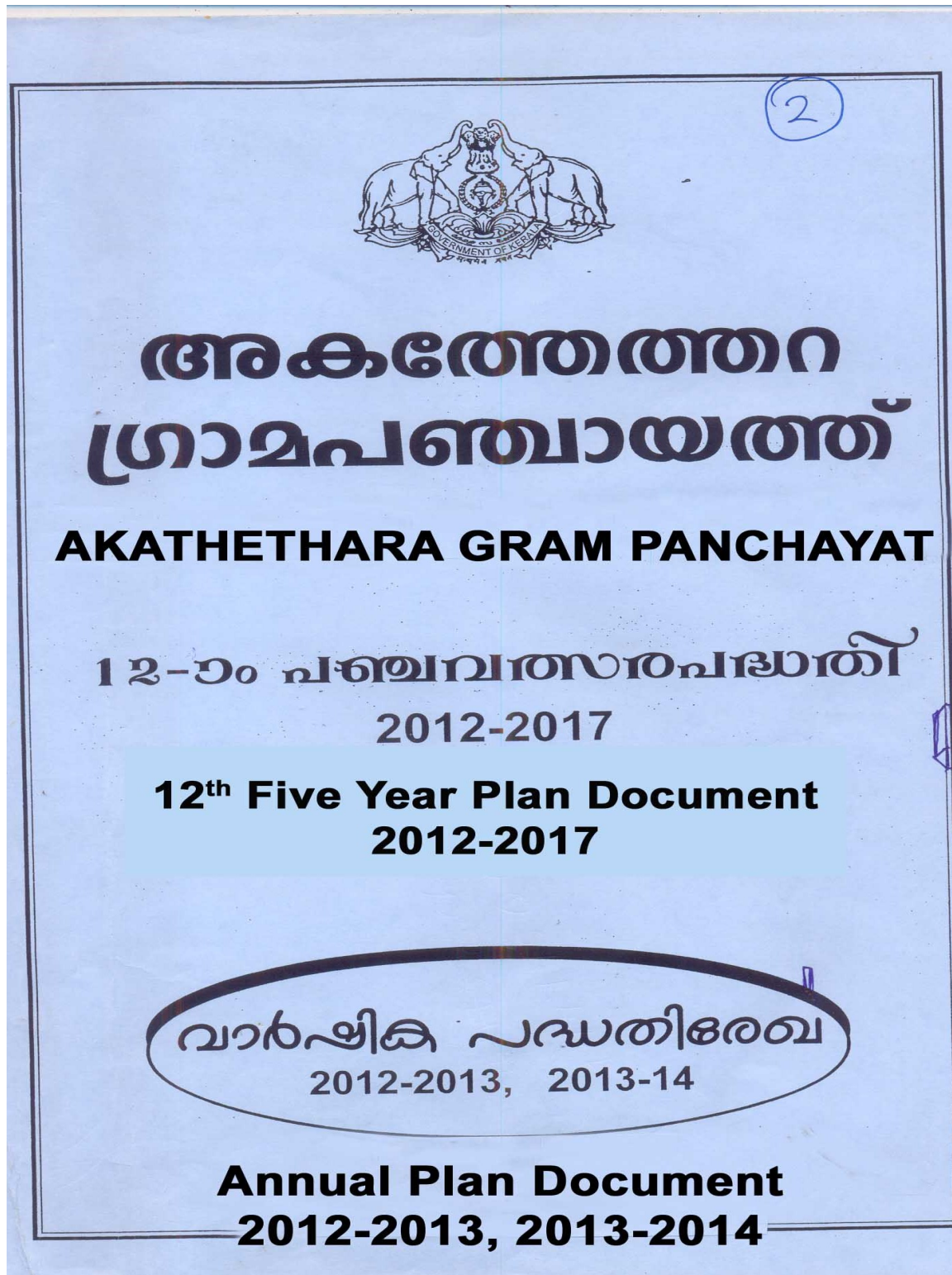
Source: Copy of the Original Document from the District Panchayat, Palakkad

**Appendix No. 2.2: 12th Five Year Plan Document of Block Panchayat, Malampuzha 2012-2017
& Annual Plan Document 2012-2013”.**



Source: Copy of the Original Document from the Block Panchayat, Malampuzha

Appendix No.2.3: 12th Five Year Plan Document of Village Panchayat, Akathethara 2012-2017 & Annual Plan Document 2012-2014



Source: Copy of the Original Document from the a Village Panchayat, Akathethara

Table No.2.4: Sources of Expected Resources of the District Panchayat, Palakkad for the 12th Five Year Plan, 2012-2017 (Rs in Lakhs)

Year	Sector	Amount Proposed	Total Amount Proposed
2012-2013	<i>A.Development Fund</i>		3108.00
	(i) General	933.00	
	(ii) SCP	1940.00	
	(iii) TSP	235.00	
	<i>B. Maintenance Fund</i>		1582.00
	(i)Maintenance (Non Road)	557.00	
2013-2014	(ii)Maintenance (Road)	1025.00	
	<i>A.Development Fund</i>		5740.00
	(i) General	3050.00	
	(ii) SCP	2400.00	
	(iii) TSP	290.00	
	<i>B.Maintenance Fund</i>		1740.00
2014-2015	(i)Maintenance (Non Road)	690.00	
	(ii)Maintenance (Road)	1050.00	
	<i>A.Development Fund</i>		5740.00
	(i) General	3050.00	
	(ii) SCP	2400.00	
	(iii) TSP	290.00	
2015-2016	<i>B.Maintenance Fund</i>		
	(i)Maintenance (Non Road)	690.00	
	(ii)Maintenance (Road)	1050.00	1740.00
	<i>A.Development Fund</i>		7029.00
	(i) General	3724.00	
	(ii) SCP	2949.00	
2016-2017	(iii) TSP	356.00	
	<i>B.Maintenance Fund</i>		2535.00
	(i)Maintenance (Non Road)	846.00	
	(ii)Maintenance (Road)	1689.00	
	<i>A.Development Fund</i>		8074.00
	(i) General	4282.00	
2016-2017	(ii)SCP	3383.00	
	(iii) TSP	409.00	
	<i>B.Maintenance Fund</i>		2918.00
	(i)Maintenance (Non Road)	976.00	
	(ii)Maintenance (Road)	1942.00	
GRAND TOTAL			40206.00

Source: 12th Five Year Plan (2012-2017) and Annual Plan (2012-2014) Document, District Panachayat, Palakkad, Page No.29

Table No2.5: Project Details of the Annual Plan (2012-2013) of the District Panchayat, Palakkad

Sl No	Name of the Project	Amount (in lakhs)
<i>A .General -Productive Sector</i>		
1.	Integrated Paddy Development (<i>Samrudhi</i>)	250.00
2.	Mahila Kisan Sakthikaran Pariyojana (<i>WCP</i>)	70.00
3.	Cooler for Dairy Co-operative Societies	10.00
4.	Puthuparyaeam Vallikottu Li Electric Line	7.44
Sub Total		337.44
<i>B. General- Service Sector</i>		
5.	Hari Sree Education Project	10.00
6.	Vijayasree(Coaching for SSLC & +2 Students)	15.00
7.	Arts Development	5.00
8.	Sports Development	5.00
9.	Nutrition Food for AIDS Patient	10.00
10.	District Panchayat Share for SSA	150.00
11.	District Panchayat Share for IKM	2.50
12.	Operation Theatre for District Hospital(Renovation)	50.00
13.	Equipments for TGMT Centre(<i>WCP</i>)	5.00
14.	Scholarship for Physically & Mentally Challenged Students	50.00
15.	District Panchayat Share for IAY House	118.81
16.	Plan Implementation	2.00
17.	District Panchayat Share for Jalanidhi Project (Elevancherry Village Panchayat)	10.00
18.	Shed Construction for Mobile Ambulance under District Hospital	5.00
Sub Total		438.31
<i>C. General- Infrastructure Sector</i>		
19.	Tippu Sultan Road (Puthuperiyaram)	15.00
20.	Chettikad Parekkad Road Retarring (Mannarkad)	15.00
21.	Malappuram Thottathilpady Road (Mallapuzha)	20.00
22.	Keezhoor Road Bridge (Angangady)	15.00
23.	Beemanadu Parapparambu Road	15.00
24.	Chempara Pallipuram Road (parathoor)	15.00
25.	Kaliyathu Varapuram Road (Kapoor)	15.00
26.	Chitoor Puliayarara Raod (Agali)	15.00
27.	Mannarapuram Chitu Road(Kappur)	15.00
28.	Pilathara Thattanparambu Road(Ambalapara)	15.00
29.	Edakadam Chennakalaym Road (Nenmara)	15.00
30.	Velunni Memorial Road (Mathur)	15.00
31.	Kunnathuparambu Barathapuzha Road	15.00
32.	Valambilimangalam Ponankallu Road	15.00
Sub Total		215.00
<i>D. SCP- Productive & Service Sectors</i>		
33.	Support to Kudumbasree Trade Centre	120.00
34.	Anganwadi Construction	100.00
35.	Integrated Paddy Development (<i>Samirdhi</i>)	5.00
36.	District Panchayat Share for Share for SSA	30.00

37.	District Panchayat Share for IAY	316.08
38.	District Panchayat Share (Housing for Women Headed Households)	100.50
39.	District Panchayat Share (Housing for SC Households in a VP)	15.00
40.	Valavupalam Pulakadu Road	15.00
	Sub Total	701.58

E. SCP- Drinking Water Schemes in SC Colonies

41.	Pulichikodu Drinking Water Scheme(Puthuperiyaram)	15.00
42.	Chettanpady Kunnupuram Drinking Water Scheme (Kanjirapuzha)	15.00
43.	Virinjipadam Thottinkal Karattukulambu Water Scheme (Puthuperiyaram)	15.00
44.	Karimbuzha Ward Poovakadu Colony Drinking Water Scheme	15.00
45.	Tharuvakodu Mozhikulam Vendhanthasramam Pipeline Extension	15.00
46.	Arangattuparambu Colony Drinking Water Scheme (Alathoor)	15.00
47.	Puthenthara Mangaodu Drinking Water Scheme (Melarkodu)	15.00
48.	Varaduparambu Drinking Water Scheme (Chalavara)	15.00
49.	Nedumpallam Pappanpallam Drinking Water Scheme (Pattancherry)	15.00
50.	Kollankodu ank to Vadavannoor Pipeline Extension	15.00
51.	Vellappuram Colony Muchoori Drinking Water Scheme (Kongadu)	15.00
52.	Total Drinking Water Scheme for 3 Colonies (Puthussery 4 Cent, Kudukadu & Edaparambu	15.00
53.	Manchira Kallai Kulambu Drinking Water Scheme (Nallepalli)	15.00
54.	Ambalaparambu SC Colony Drinking Water Scheme (Kodumbu)	15.00
55.	Pradhani Vakodu Colony Drinking Water Scheme ()	15.00
56.	Kottopadam SC Colony Drinking Water Scheme	15.00
57.	Perumbidari Colony Drinking Water Scheme (Mannarkadu)	15.00
58.	Achankodu Colony Drinking Water Scheme (Kuthanoor)	15.00
59.	Completion of Puthenikunnu Drinking Water Scheme (Thiruveappura)	15.00
60.	Mullamyamparambu Colony Drinking Water Scheme (Anakkara)	15.00
61.	Porutha SC Colony Drinking Water Scheme (Thiurumettikodu)	15.00
62.	Mayilampuram Cherikunnu Colony Drinking Water Scheme (Ambalapara)	15.00
63.	Parayampallam SC Colony Drinking Water Scheme (Ayiloor)	15.00
64.	Kuttankodu Drinking Water Scheme (Tharoor)	15.00
65.	Ganapathiroad Colony Drinking Water (Angangady)	15.00
66.	Cholayil Colony Drinking Water Scheme (Pattambi)	15.00
67.	Kozhikoodam SC Colony Drinking Water Scheme (Sholayur)	15.00
68.	Manayalkundu Pulakaparambu Drinking Water Scheme (Pokottukavu)	15.00
69.	Tharoor Athipotta Chammanni Colony Drinking Water Scheme	15.00
70.	Kaliyamparambu Colony Drinking Water Scheme (Kuzhalmantham)	15.00
71.	Completion of Pallassana Kulathumkal Colony Drinking Water Scheme	5.00
72.	Koonamchuram Colony Drinking Water Scheme (Lakkidiperor)	15.00
	Sub Total	470.00

F. SCP- Total Development in SC Colonies

73.	Welfare Colony Development(Puthuperiyaram)	15.00
74.	Thannissery Mannayamkadu Kara Colony Development(15.00
75.	Mampatta Colony Development (15.00
76.	Naduthulliparambu Colony Development	15.00
77.	Muttuchira Melettuchira Colony Development (Pattamcherry)	15.00
78.	Vadavabby Thumpithira Colony Development	15.00

79.	Vattallam Colony Development (Parali)	15.00
80.	Koonamthara Ponadu Colony Development (Vaniyamkulam)	15.00
81.	Karuavappara Jahir Hussain Colony Development (Kozhinjamparam)	15.00
82.	Ambittan Tharisu Colony Development (Kizhakkanchery)	15.00
83.	Thachanattukara Kandamangalam Colony Development	15.00
84.	Chengolkalam Development (thenkara)	15.00
85.	Chakkuram Colony Development (Peringottukurissi)	15.00
86.	Karuvathuparamb Development(Koppam)	15.00
87.	West Hill Development (Pattithara)	15.00
88.	Mattaya SC Colony Development(Thrithala)	15.00
89.	Chackingal Palla Puthumkod Colony Development	15.00
90.	Padinjarethara Karakattuparamb SC Colony Development	15.00
91.	Chikkinkal Palla Poothamkodu Colony Development(Kodumbu)	15.00
92.	Arithodi SC colony development ward-8 (Muthuthala)	15.00
93.	Kottarakkara colony development (Arimayoor)	15.00
94.	Chettipalliyalil SC Colony Development	15.00
95.	Sreekrishnapuram wared-9, Thoovakadu colony 2-mile Colony Development	15.00
96.	Ayyamma SC Colony Development-Puthoor	15.00
97.	Namboothiri Muthan Colony Development (Puthukodu)	15.00
98.	Chooraparambu SC Colony Development Vellinezhy	15.00
	Sub Total	390.00

G. SCP- Road in SC Settlements

99.	Kizhakkekkara Kuttan Road (Mundoor)	15.00
100.	Chembrakunnu Pallikunnu Viyyakurussi Road(Kanjirappuzha)	15.00
101.	Palodu Mukkurumbu Road(Koduvayoor)	15.00
102.	Kadambazhyppuram Kottayampadam Chandrikodu Colony Road	15.00
103.	Karlodu Chundanpadam Road(Kannambra)	15.00
104.	Kizhakottikalam SC Road(Pallasana)	15.00
105.	Moolayil colony Ashtathumana Colony Road(Chalavara)	15.00
106.	Kalyanapetta Koriyarchalla Kannimari SC Road(Perumatti)	15.00
107.	Velamkodu Kizhakkumpuram SC Colony Road (Keralassery)	15.00
108.	Chukkamarthodi Colony Road(Vaniyamkulam)	15.00
109.	Kunnekadu SC Colony Road(Puthussery)	15.00
110.	Kundanthodu Paramooli Parambu Raod (Polpulli)	15.00
111.	Kanjiramparam Thiruvapotta Colony Road (Alanaloor)	15.00
112.	Mangattuthodi Colony Puliyamthodu Bridge	25.00
113.	Pariyani Colony Road(Karakkurussi)	15.00
114.	Kalladi Colony Road(Karakurussi)	15.00
115.	Koodallur Parapuram Therothu Chola Colony Road (Anakkara)	15.00
116.	Chozhayamkunnu Modangadu Road (Pattithara)	15.00
117.	Parakkal Alamkadavu Road Re-tarring(Nallepalli)	15.00
118.	Mattathukadu SC Colony Kovilroad (Sholayur)	15.00
119.	Kottayi Chulli Road	15.00
120.	Parayangelpadi High School Road	15.00
121.	Kadamboor Anganwadi Road	15.00
122.	Puncheri SC Colony Road	15.00
123.	Muthuthala SC Colny Road	15.00

124.	Njagattericheramkunnu Colony Road	15.00
125.	Thekkirthara Panjamparab Road	15.00
126.	Tholanikav Road	15.00
127.	Kottakunnu Colony Road	15.00
128.	Kudumkara Vengapara Road	15.00
129.	Aruthala Colony Road	15.00
130.	Thenkurissi Pezhumkad Road	15.00
Sub Total		490.00
<i>H. Maintenance Grant (Road)</i>		
131.	Chemmanikadu Thalapotta Road (Parali)	10.00
132.	A to Z Otturkadu Road (Puthuperiyaram)	5.00
133.	Machamthodu Chenthandu road (Thachampara)	5.00
134.	Kottamala Road(Koduvayoor)	10.00
135.	Karimbuzha Road 2 Kulikiliyadu Kuzhalkinar (Ayyappankovil)	5.00
136.	Thachanattukara ward-2, Pazhayanithu Tippu Sulthan Road	5.00
137.	Punchapadam Kallarakunnu Kattukulam Road (Sreekrishnapuram)	5.00
138.	Manjapram Paralipadi Road –Thiruvegappura	25.00
139.	4-Mile Thekkummala Road(Kopram)	10.00
140.	Gandhi Junction Kattussery Road (Alathoor)	15.00
141.	Kallamparambu Koodallur Road(Pallassana)	15.00
142.	Nellaya Pulakkadu Road(Nellaya)	15.00
143.	Chembalodu NG Canal Bund Road (Marutharoad)	15.00
144.	Moolakada Srambi Road(Perumatti)	15.00
145.	Muthalamada Pappan Challa Parakkal Challa Chemmanamthodu Road	20.000
146.	Kambilichungam Panniperumthala Road Re-tarring (Nallaepalli)	15.00
147.	Kombamkallu Thadiyanparambu Road(Alanalloor)	10.00
148.	Koomanchira Kambiniroad Road (Alanalloor)	5.00
149.	Kolappakkam Karuka Kundu Pazhassimummu Road(Karakurissi)	15.00
150.	Amayur Parakkadu Road –(Pattambi)	5.00
151.	Koppam Mannaekodu Road (Koppam)	5.00
152.	Mudappakkadu Puzha Road (Parathoor)	5.00
153.	Chitoor Pettikkal Road (Sholayur)	15.00
154.	Malayakam Pallipadam Padmanabhan Road(Thirumittakodu)	15.00
155.	Pookattukunnu Railwayline Road (Lakkidiperoor)	15.00
156.	Ayiloor Palamuku Road	15.00
157.	Kalladipatta Juma Masjid Koppan Ummanpadi Road(Ongallur)	5.00
158.	Perimbilavu Pattipalam Thotungal City Road (Pattambi)	5.00
159.	Kulappurathara Kodumundu Road (Muthumoola)	5.00
160.	Kumankodu Attamcherry Parakkalam Road(Pattancherry)	5.00
161.	Pattithara Vattathani Mala Road	15.00
162.	Kongadu Kunduvanpadam Road	5.00
163.	Kongadu Chundekadu Road	5.00
164.	Vadasseru Road (Keralasseru)	5.00
165.	Valkulambu Vadakkekettu Road (Kizhakkancherry)	15.00
166.	Koomanchira Kambinipady Road(Manoor)	5.00
167.	Thrikideri Pokottukavu Road	15.00
168.	Puzhakkal Chemmanikodu RCH Road (Kannadi)	15.00

169.	Neyithala Pokkanthodu Road Re-Metaling & Taring (Elappulli)	25.00
170.	Cherupulachi Koolayadu Kottekulam Road(Erumayoor)	15.00
171.	Manjadi Aramakodu Road (Kuzhalmantam)	15.00
172.	Vellanezhy HS Adakaputhoor Road	5.00
173.	Punchappadam Nilavilikunnu Kattukulam Road (Pokottukavu)	5.00
174.	Panniyamkurussi thootha Road (Cherpullassery)	5.00
175.	Chithali Kunnampulli road –Kuzhalmantam	10.00
176.	Tholanoor Kottodu Ayakkurussi Road	20.00
177.	Akathethara Sasthanagar Choradu Road	10.00
178.	Viyatanampadi Parakkadu Road	5.00
179.	Completion of Snehapuram Karinganadu Road	6.00
180.	Strengthening of Kulakallur Eravathra Bridge	5.00
181.	Marakkavu Navakodu Road (Arimayoor)	10.00
182.	Ongallur Vadanamkurussi Kottahara Road	15.00
183.	Muthuthala Urulamkunnu Vettamkunnu Road	5.00
184.	Valkulambu Chunnambukarakkal Road (Kizhakkancherry)	10.00
185.	Chathanthara Naduvakkadu Kinassery Road	10.00
186.	Puthuperiyaram Kavilppadu Road	10.00
187.	Kizhakkumpuram Thara Pallipadi road	10.00
188.	Pangatteri Vattekkadu Road Elavancherru	10.00
189.	Anakkara Keeradikku Pallipadi Road	10.00
190.	Meenvallam Road(Karimbra)	50.00
191.	Pattathikunnu Mundakotukurussi City Road	15.00
192.	Palakkuzhy Road Metaling &Tarring (Kizhakkencherry)	15.00
193.	Vandithavalam Hchool Ground Maruthamthara Vembra Road	15.00
194.	Erakulam Erattakulam Road (Kavassery)	15.00
195.	Manjerikavu Attakadu Road (Kongadu Karimbra)	15.00
196.	Kunthipuzha Payyanadam Link Road	15.00
197.	Kanchikodu Mukroni Road Re-tarring	15.00
198.	Korangadu Post Office Road (Thenkurissi)	15.00
199.	Ummanazhi Chalapadam Road (Kadambazhyppuram)	15.00
200.	Kadambidi Muthukunni Road (Melarkodu)	15.00
201.	Pokottukavu Kalluvazhy Milludy Samsanam Pothi Road	15.00
202.	Pallassana Navunjikodu Pattathalchi Road Re-tarring	10.00
203.	Mundoor 9-Mile Poothanur Road	15.00
204.	Kottapalli Ponpara Road Re-tarring (Alanaloor)	10.00
205.	Vadakarapathi Attayamthi Samsanam road	10.00
206.	Ramakrishnanpadi Edakattoor Adiyadam Road(Lakkidi Peroor)	15.00
207.	Mathoor Karayamkodu Mannathikodu Road	10.00
208.	Kodumbu Chembalodu Canal Bund Road Retariing	15.00
209.	Ootara Malayamllam Muttuchira Road (Vadavannur)	15.00
210.	Chungam Mangodu Athini Road (Pattamcherry)	15.00
211.	Peruvembu Thottarakkadu Alayamkodu Velumkadu Road	10.00
212.	Thuppanadu Kumamkundu (Karimbra)	10.00
213.	Rayamangalam Irikottur Road (Thirumittakodu)	10.00
214.	4-mile Mettukada Road(Nallepalli)	10.00
215.	Muthalamada Mambapallam Mallamkulambu Road Renovation	10.00

216.	Agali Parappanthara Karivadam Road	10.00
217.	Koppam Pulassery Edapalam Road	5.00
218.	Koppam Keezhmari parakkad Road	5.00
219.	Alathur Neducanni Road	10.00
220.	Kanthalam Vandazhi Road	10.00
221.	Perumatti valayamraErattupalla Road	10.00
222.	Thenkara Kolpadam Road	10.00
223.	Thanchambara Arapara Valiyaveedu Road	10.00
224.	Otturkad Imminipalli Road Renovation	5.00
225.	Karimbuzha Kotturakav Thottara High School Repairing	10.00
226.	Amettikkara Kolannur Road Re Taring	10.00
	Sub Total	1086.00
<i>I. Maintenance Grant (Non Road)</i>		
227.	Girls High School Maintenance (Kadamboor)	5.00
228.	Girls High School Maintenance (Cherpulassery)	5.00
229.	Govt. Vocational Higher Secondary School Maintenance (Cherpulassery)	5.00
230.	Govt. Technical High School Maintenance(Pudur)	5.00
231.	Govt. Higher Secondary School Maintenance (Vellinezhi)	5.00
232.	Govt. Higher Secondary School Maintenance (Erimayoor)	10.00
233.	Govt. Higher Secondary School Maintenance (Thenkurissi)	5.00
234.	Govt. High School Maintenance (Tholanoor)	15.00
235.	Govt. High School Maintenance (Naduvattam)	10.00
236.	Govt. High Secondary School Maintenance (Pattambi)	10.00
237.	Govt. High Secondary School Maintenance (Koduvayur)	10.00
238.	Govt. Vocational Higher Secondary School Maintenance (Koppam)	5.00
239.	Govt. Higher Secondary School Maintenance (Chathanoor)	5.00
240.	Govt. High School Maintenance (Agali)	5.00
241.	Technical High School Maintenance(Palakkad)	5.00
242.	Technical High School Maintenance (Chittor)	5.00
243.	Govt. Higher Secondary School Maintenance (Chundamanda)	5.00
244.	Payment of Electricity and Water Bill for District Hospital ,Palakkad	50.37
245.	Medicine for District Ayurveda Hospital	20.00
246.	Medicine for District Homeo Hospital	10.50
247.	Medicine & Lab for District Allopathy Hospital	60.00
248.	Maintenance of District Ayurveda Hospital	5.00
249.	Maintenance of Medical Record & Library Room for District Hospital	10.00
250.	Maintenance of Male /Female Ward for District Hospital	10.00
251.	Maintenance of Kitchen Block for District Hospital	7.00
252.	Maintenance of Mortuary for District Hospital	10.00
253.	Maintenance of Hospital Women & Child	10.00
254.	Maintenance of Instruments in the Hospital for Women & Child	5.00
255.	Annual Maintenance of Instruments for District Hospital	20.00
256.	Annual Maintenance of Instruments for District Ayurveda Hospital	2.00
257.	Annual Maintenance of Instruments for District Homeo Hospital	1.00
258.	Construction of Kitchen Sheds (Govt. High School Vattenadu, Govt . Technical High School Sholayur, CBKM High School Puthuperiyaram & Govt. High School , Koduvayor)	20.00

259.	School Furniture to 25 Selected Govt. High Schools(Rs.100000x25)	25.00
260.	School Furniture to 16 Selected Govt. Higher Secondary School Rs.150000x16)	24.00
261.	School Furniture to 11 Selected Govt. High Schools (Rs.250000x11)	27.50
262.	Installation of Bio Gas Plant in Selected Govt. Schools (<i>Suchitwa Mission</i>)	49.18
263.	Construction of School Toilets in 20 Selected Govt. Higher Secondary Schools(Rs.250000x20)	50.00
	Sub Total	531.55
<i>J. Own Fund</i>		
264.	Jersey Distribution, Felicitation to Successful Winners of SSLC & +2	3.50
265.	Prize Distribution for National/State Athletic	5.00
266.	Infrastructure Facilities for Seed Production Unit(Anangady)	25.00
267.	Infrastructure facilities in Seed Production Unit (Alathoor)	18.45
268.	Infrastructure facilities in Seed Production Unit (Kunnanoor)	25.34
269.	Building Renovation of Agriculture Farm (Muthalamada)	5.00
	Sub Total	82.29
<i>K. Tribal Sub Plan</i>		
270.	IAY House	103.94
271.	District Panchayat Share for SSA	10.00
272.	Supplementary Food (Breakfast) for ST Students	45.00
273.	District Panchayat Share (Housing for Women Headed Households)	26.00
274.	Three Phase Electricline (Parambikulam 5-colony)	5.39
275.	Drinking Water Scheme (Agaly)	5.00
276.	Drinking Water Scheme(Kovilmedu)	5.00
277.	Drinking Water Scheme (Vandazhi Kattappara Colony)	5.00
278.	Pipeline Extension for Drinking Water Scheme (Perumatti ST Colony)	5.00
279.	Pipeline Extension for Drinking Water Scheme (Vadhiyarchalla)	5.00
280.	Side Protection under Drainage (Nalleppilli Valavupalam Colony)	5.00
281.	Drinking Water Scheme(Vadakarappathi Attayamthi ST Colony)	5.00
282.	Anganwadi Construction (Puthoor Mele Manchikandi)	7.50
283.	Drinking Water Scheme (Puthenchalla Colony)	5.00
284.	Drinking Water Scheme(Pampanthodu Colony)	5.00
285.	Construction of Electric line & Street Light (Pattancherry)	5.00
286.	Footpath Construction(Alanaloor)	10.00
	Sub Total	257.83
	Grand Total	4742.17

Source : 12th Five Year Plan (2012-2017) and Annual Plan (2012-2014) Document, District Panachayat, Palakkad ,Page No 30-38

Table No.2.6: Details of Spillover Projects (2012-2013) of the Previous Years of the District Panchayat (Palakkad)

Sl No	Name of the Project	Amount (in lakhs)
A General-Productive Sector		
1.	Cleaning of Thrithala -Velliyamkallu Chittapuram-Puliyapatta Kayal LI	14.44
2.	<i>Konyatam</i> (capsicum) Cultivation under Kudumbasree Units	13.71
3.	Development of Farm(Kunnanoor)	2.26
4.	Lift Irrigation (Vannanthara)	3.00
5.	Support to Pottery (terracotta) Units (Puthukodu)	4.26
6.	Organic Agriculture	0.65
7.	Lift Irrigation (Parathoor)	9.90
8.	Purchase of Land & Development of Infrastructure for New Industrial Units	6.95
9.	Vegetable Marketing Centre (Angady)	1.79
10.	Building Construction for Kadhi Centre ((Kuzhalmantha Kalapetty)	15.25
11.	District Panchayat Share for NABARD Water Irrigation Scheme	116.79
12.	Building for Weaving Unit (Melakodu Malakulam)	23.00
13.	Electrification for Earth Research Centre (Pattambi)	7.90
14.	Kadhi Garment Making Unit	16.61
15.	Shed Construction for Goat Rearing Unit(Attapaddy)	0.75
	Sub Total	237.26
B. General –Service Sector		
16.	Nutritious Food for AIDS Patients	2.38
17.	Housing Scheme (Phunarbha)	9.00
18.	Construction of Anganwadi (Nellippadam)	2.31
19.	Construction of Anganwadi (Chinnaparambu- Agali Panchayat)	2.63
20.	Additional Support for School Construction under SSA	7.23
21.	Construction of 8 Anganwadis	6.96
22.	Drinking Water Scheme (Melekkadu)	5.02
23.	Construction of Drainage for District Hospital	10.16
24.	Establishing of Counseling Centre for High School	7.08
25.	Construction of Anganwadi (Kottekadu Kunnakadu -Kannambra)	3.18
26.	Construction of Anganwadi(Akathethara -Meleppuram)	4.17
27.	Construction of Women Block for District Hospital	10.45
28.	Govt. Vocational Higher Secondary School, Building (Thirumittakkaad)	21.09
29.	Govt. High School, Building (Naduvattam)	2.69
30.	Govt. Technical High School, Building (Aanackal)	14.00
31.	MNKM Govt. Higher Secondary School, Building (Pulaappatta)	3.40
32.	Govt. Girls High School ,Building(Kumaaranalloor)	12.78
33.	Higher Secondary School, Building(Perumaatti)	13.58
34.	Higher Secondary School, Building (Kumaaranalloor)	10.74
35.	Govt. Higher Secondary School, Building(Kumaranalloor)	7.86
36.	Establishing Counseling Centre in 5 Govt High Schools	20.00
37.	Establishing Limb Fitting Centre, District Hospital	50.00

38.	Govt .Higher Secondary School , Building (Maaraayamangalam)	27.50
39.	Govt. Higher Secondary School, Building (Kaaraakurissi)	24.00
40.	Govt. Higher Secondary School, Building(Naduvattam)	26.86
Sub Total		305.07
<i>C. General Infrastructure</i>		
41.	Aaryambaavalayanchira - Parayil Kulamb Road (Kottoppadam)	3.85
42.	Malambuzha Valiyakaadu -Road (Maayappaara)	4.20
43.	Edakkattupura - Varaamballam Road Repairing (Piraayiri Panchayat)	4.97
44.	Aataancherri Paarakkalam Road Maintenance (Pattancherri)	3.72
45.	Al-Ameen engineering College Elamkulam Road (Vaaniyamkulam)	10.00
46.	Vaakayil Kadavu Bridge Road (Alanalloor)	1.50
47.	Paarakkalam Iralulli Road (Perumaatti)	10.00
48.	Vayarenkilparambu Thekkarappaara Road Maintenance (Chalavara)	11.50
49.	Pallippadi Canalmokk Thenkara Canal Road Maintenance (Kanjirappuzha)	7.36
50.	Njaavalin kadavu Coastal Road (Lakkidi Peroor)	2.74
51.	Kaarappotta -Kokkikulambu Road (Kannambra)	9.17
52.	Snehapuram - Karinganaad Road (Kulukkalloor)	5.79
53.	Mullamada Road Maintenance (Vilayoor)	11.49
54.	Koduvaayoor Bypass Road (Koduvaayoor)	11.49
55.	Parappanthara Ooru to Karivaadam Ooru Road Maintenance (Agali)	10.00
56.	Kurathippaara Thachankodu Road(Nellaaya)	11.50
57.	Kuzhalmandam Chithalippaalam Road (Muthaaramkaavu)	10.00
58.	Choppulli Road Maintenance Road (Lakkidi Peroor)	11.49
59.	Karaakkurissi Paandikkadavu Road(Cherikkappaadam)	10.00
60.	Naagalasseri Kothachira Road Maintenance(Ottappilaavu)	6.95
61.	Kadalaakkurissi Road Metalling (Kannaadi)	10.00
62.	Nalleppalli Variyar Challa Road Maintenance (Kuttippallam)	11.50
63.	Siva Temple Ajapa Madam Road Maintenance (Vaaniyankulam)	4.73
64.	Narasimokk Road(Agali)	1.49
65.	Naagalasseri Ward 3 Road Formation (Koyyakunnu)	4.22
66.	Pookkottukaavu Road Maintenance (Thaanaayikkal)	11.50
67.	Pallimukku Bypass Road Protection (Thachanadi)	2.62
68.	Kadambazhippuram Shaappumpadi Road (Cholappaadam)	10.00
69.	Kannaadi Puilyappanthodi Road (Karinjilakkadu)	11.50
70.	Muthukkurissi Paandippaadam Road Tarring (Kanjirappuzha)	1.49
71.	Chenaathukulam Road (Thrithaala)	11.49
72.	Thadukkasseri Kannayankodu Road (Keralasseri)	10.00
73.	Panniyamkurissi Thoothalakkulappada Road (Cherpulasseri)	10.00
74.	Kezhikkaattiri Prakkaadu Road(Muthuthala)	10.00
75.	Karuvaamdi Manjaampra Road (Parathoor)	10.00
Sub Total		278.26

<i>D. Special Road Maintenance</i>		
76.	Parambikkulam Branch Road (Muthalamada)	18.27
77.	Kaanjiram Poonchola Road (Kaanjirappuzha)	98.00
78.	Kollankodu – Kuthiramooli – Edachira – Kalliyampaara Road (Kollankodu)	35.23
79.	Girinagar P H C Road& Akathethara Road(Akathethara)	6.78
80.	Industrial Estate – Otoorkodu Road (Putjuppariyaaram)	15.00
81.	Padathilal – Kuppooth Valliyath Road (Vilayoor)	23.32
82.	E M S Road Cherpulasser Market – Aaramkunnathkaavu (Cherpulasser)	17.21
83.	Chettikkunnu Colony – Naalaalamkunnu Road (Cherpulasser)	10.00
84.	Pallipuram – Koottakkadavu Road (Parathoor)	3.61
85.	Valayankaavu – Kallikkunnu Mulathoor Road (Ambalappaala)	25.00
86.	Sholayoor – Chaavadi Road (Sholayoor)	0.72
87.	Pombra- Changaleeri Road (Karimbuzha)	20.22
88.	Nedukanchira Onoorpallam (Muthalamada)	11.32
89.	Erimayoor – Muppuzha Road Erimayoor, Kuthanoor (Aalathoor)	15.10
90.	Kokkaadu – Othaloor Road (Pattithara)	28.62
91.	Kovilpaalayam – Raamasser Road (Elappulli)	3.70
92.	Padalikkaadu – Vadakkethara Road (Marutha Road)	18.86
93.	Keerippaara – Azhiyannoor Canal Road(Keerippaara)	2.93
94.	Chempakkara – Pooppulli Road (Mundoor)	5.58
95.	Kaliyankodu – Paappikkodu Panikkath Road(Maathoor)	11.14
96.	Keralasser- Thottuvaalam Pottayilppadi Anganwaadi Road (Keralasser)	2.21
97.	Mannoor- Naarekkaadu road – KV Substation Road Mannoor	1.45
98.	Perumaatti – Mooppankulam Maniyaattukulambu Road(Perumaatti)	3.63
99.	Malambuzha KTDC – Kunnappulli Road (Malambuzha)	0.25
100.	Kizhakkemappaattukara Centre - Palluthudi Road(Kulukkallor)	1.08
101.	Railway- Gate Govt. Oriental School Road (Kodumunda)	17.23
102.	Koppam – Prabhaapuram – Karinganaadu Road (Koppam)	0.90
103.	Mettinkalu IRTC (Road)	24.54
104.	Paduthalakulam Chelod Road (Vandaazhi)	17.25
105.	Kaithachira NallamGroup Road (Ayiloor)	21.50
106.	Post Office Thanneerkodu Health Centre Road (Chalisser)	22.89
107.	Mulankaavu Ambalappadi Valiyaparambu Road (Kulukkallor)	17.25
Sub Total		500.79
<i>E. Special Component Plan- Productive & Service Sectors</i>		
108.	Kiliyil Pallachi Colony Total Development	2.08
109.	Malayatham Colony Development	0.80
110.	Chelakkadu Colony Valambirikkunnu Development,(Sreekrishnapuram)	5.14
111.	Ward 8 Vengasser Pishaarathukund Colony Development (Ambalappaara)	5.65

112.	Anganwaadi Construction Maanbatta (Chalavara)	3.50
113.	Konikkaiparambu Colony Development (Pattithara)	3.54
114.	Anganwaadi Construction Vaakasseri (Mundoor)	1.14
115.	Edakkaadu Colony Development (Kuzhalmandam)	6.85
116.	Chonnaadu Ashtathu Mana Harijan Colony Development (Ananganadi)	6.25
117.	Naaikkarappaadi S.C Colony Development (Agali)	6.00
118.	Thanneerkkodu Colony Development (Chaalisseri)	4.93
119.	Kokkodu S.C colony Development (Nenmaara)	3.98
120.	Mannaamparambu S.C Colony Development (Perungottukurissi)	3.50
121.	Construction of 7 Anganwaadis (C Nooram, Ayiloor, Neelankodu, Ayiloor, Thachankodu, Koduvayoor, Maanthoni)	32.09
122.	Construction of 11 Anganwaadis in 11 Village Panchayats	38.10
123.	Pezhampaara Plaakkarakkaadu Thaaazhepparaya Pallam Drinking Water Project	4.00
124.	Pookkottukaavu Neelanchira Anganwaadi	4.54
125.	Maathoor Pellappaadam – Colony Drinking Water Project	10.28
126.	Koramrambil Nadupokkil S.C Colony Drinking Water Project- Vellinezhi	4.39
127.	Mambaram Anganwaadi – Kannaadi	4.36
128.	Adangal parambu Harijan Colony Drinking Water Project-Lakkidi Peroor	10.00
129.	Iruvilaamkaadu Drinking Water Project-Mundoor	10.00
130.	Thekkekkara Colony Development	1.59
131.	Thaazheparayapallam Pipeline Lengthening	1.08
132.	Kannaadi Muthukaad Aanappuramkaadu S.C Colony Development	5.13
133.	Cherukara S.C colony Development – Kumaram Puthoor	3.80
134.	Ambedkar S.c Colony Development – ambalappaara	8.00
135.	Ambalapparambu S.C Colony Development – Vadavannoor	10.00
136.	Perungottukurissi Perumalakulam Peruvala S.C Colony Development	10.00
137.	Cherpulassei Veenaathaparambu S.C Colony Development	5.01
138.	Nenmaara Cherumkaadu Colony Development	6.27
139.	Kunnathappadi Chakkalathodi Colony Development (Vaaniyamkulam)	3.70
140.	Chorakkodu Harijan Colony Development (Peruvemb)	9.00
141.	Mannoor- pulluvakkunnu Harijan Colony Development	8.26
142.	Kottoppaadam Ambedkar Colony Development (Ambalappaara)	0.46
143.	Kokkaad Pottikkunnu Colony Development (Pattithara)	10.00
144.	Mannazhi Colony Drinking Water Scheme(Tharoo)	.50
145.	Changanaamkunnu Cemetery Protection (Ongalloor)	8.50
146.	Kudumbasree Markeing Centre	23.15
147.	Anganwaadi Building Construction	50.22
148.	Elavancherri Panthalaamra S.C Colony Development	7.46
149.	Payyaarod Colony Development (Nenmaara)	11.47
150.	Kuthannoor Poolayakkaaparambu S.C Colony Development	11.49

151.	Chorakkodu CTA Colony Development (Peruvembu)	11.09
152.	Cherumkodu Paanjaamrambu Colony Development (Vadakkancherri)	10.00
153.	Chathanpaara S.C Colony Development (Kollankodu)	10.89
154.	Kallikkaadu S.C Colony Development (Pattaambi)	6.38
155.	Pilaakkaattiri Schoolparambu Harijan Colony Development (Naagalasseri)	11.49
156.	Koombrakkunnu Harijan Colony (Naagalasseri)	11.49
157.	Mundakkaadu colony Development	7.47
158.	Pannipperunthala Engineerkalam S.C Colony Development Nalleppalli	11.49
159.	Kaanjiram Colony Development-Ananganadi	6.70
160.	Angaadipparambu Colony Development (Mannoor)	5.58
161.	Kaithinkaadu S.C Colony Development (Elavencherri)	5.20
162.	Thekke Kavarathodu Thottumedu Colony Development (Pattancherri)	11.49
163.	Maathoor Pezhumkaadu SC Colony Development	10.49
164.	Karimpuzha Vayilaani Colony Development(Vallappuzha)	11.28
165.	Cherinkallu Thekkinkaadu Colony Development (Vallappuzha)	7.95
166.	Thenkara Muthuvalli Harijan Colony Development	10.00
167.	Puthusseri Kunnekkadu SC Colony Development	10.30
168.	Akathethara Maruthakkaadu SC Colony Development	1.84
169.	Mannkurissi Naayaadi Colony Development (Mankara)	6.19
170.	Moothaanod Cherumkaadu SC Colony Development(Kaavasseri)	7.92
171.	Nedumbrath Padi Colony Development (Thiruvegappura)	7.68
172.	Vadakkemadam Colony Development (Pookkottukaavu)	11.49
173.	Chenganam kundu Colony Development (Ongalloor)	10.85
174.	Edathethodi Colony Development (Kulukkallor)	1.24
175.	Kaaraattuparambu SC Colony Development(Parali)	5.26
176.	Mannamrambu Pooshaarippotta Colony Development(Puthuppariyaaram)	7.44
177.	Malayil Colony Development (Nellaaya)	10.00
178.	Kolayakkaadu SC Colony Development (Kannambra)	10.00
179.	Mundoor Thekkekkalam Colony Development(Mundoor)	11.49
180.	Parakkattuchalla Colony Development (Pattancherri)	7.28
181.	Plassana Colony Drinking Water Scheme (Kulathinkal)	5.00
182.	Supply of Furniture and Kitchen Items for Anganwadis	38.15
	Sub Total	667.33

F. Special Component Plan- Infrastructure Sector

183.	Uthiraankuzhi SC Colony Road Thiruvegappura	2.55
184.	Nambram-Mannammathodi Road-Muthuthala Panchayat	9.00
185.	Thrithaala Ullanur Chirakkal Colony Road Protection	6.10
186.	Pattithara Athaanipparambu Colony Road	5.70
187.	Thenkurrissi Kottappalla Kuzhalmandam Road Completion Work	2.33
188.	Irutti Mannaampallam Kottakkurissi Road Kollankodu	11.49

189.	Kottoppadam Neyyappaadath Road repairing	2.72
190.	Kottaayi Mullakkara Mundapakodu Colony Road Maintenance	8.11
191.	Poolapparambu Pootharakkaadu Road Maintenance Koduvaayoor	10.00
192.	Koomamkodu SC Colony Re-Tarring – Vadakkancherri	11.50
193.	Muthalamada Narippaarachalla Karippaarachalla Road	4.61
194.	Thrithaala Thalayinapparambu Road Mintenance-Thrithaala	11.50
195.	IHDP colony Road Re-Tarring-Pattithara	5.03
196.	Kuttippallam Kizhakke Colony Munikkudam Road-Nalleppilli	11.48
197.	Chembantarikil Colony road Maintenance-Thrikkadeeri	11.39
198.	Pannikkode Kavaalasseri Road Maintenance-Kongaadu	6.43
199.	Maattaayi SC Colony Chaattiyodu Road- Nenmaara	.50
200.	Cittadikkaadu Road Maintenance-Maathoor	5.82
201.	Kadambazhippuram Pulaappatta Vettumramb Colony Road	11.49
202.	Maariyakkunnu-Karadikkunnu Colony Road Maintenance -Chalavara	1.44
203.	Kallamala Kallamkulam SC Colony Road- Kannjirappuzha Plaapparambu Road Maintenance Puthuppariyaaram	7.80
204.	Patalikkaadu Aarangottukulambu Road Re-Tarring	11.50
205.	Ramakrishnapadi Adiyaamdham Colony Road-Lakkidi Peroor	10.47
206.	Pookkottukaavu Paathirikkaadu Kottakkulam Road	11.49
207.	Aanakal Panniyorppadi SC Colony Road-Puthoor	10.00
208.	Puthoor SC Colony Road Re-Tarring-Eruthempathi	10.00
209.	Cheennikkaadu Ring Road Re-Tarring Marutha Road	10.00
210.	Kannamthodi Karaattukurissi Colony Road Thrikkadeeri	6.97
211.	Jawahar Colony Maariyamman Colony Road-Alanalloor	11.08
212.	Puthunagaram Kozhikkada Kulachamba Road Maintenance-Pattancherri	1.49
213.	Meeraanchalla Ayyanveedu Challa Road Maintenance-Pattancherri	1.49
214.	Kallukoottiyaal Kaavasserikkulam Road Maintenance- Polpulli	1.49
215.	Puthukkodu Ambedkar Colony Road Re-Tarring-Kuzhalmandam	10.00
216.	Pattathaani Thoppil Maattam Road Maintenance – Chaalisseri	1.48
217.	Koranchira Adukkalaparambu Road-Kizhakkencherri	11.46
218.	Kambithodi Colony Road-Nenmaara	1.55
219.	Thekkinchira Pezhumpotta Road Repairing-Kollankodu	10.00
220.	Kallaandichalla School to SC Colony Road Construction Kozhinjaampaara	1.49
221.	Ettukandam SC Colony Road-Pattithara	11.49
222.	Kallaattukulambu Vadukol Road Maintenance Elavancherri	11.49
223.	Kottaayi Chulli roadBridge Construction	25.00
224.	Thachanaattukara Illathu Colony Road	4.50
225.	Pombilaaya Kaattukulam Road Nellaaya	10.00
226.	Kaalamtta Kayyaalaamkunnu SC Colony Road Repairing Ongalloor	5.00
227.	Vellaadathkunnu SC Colony Road Re-Tarring-Vilayoor	10.00

228.	Koppam Kalathil Vattapparambu Puthumana Thiruth Road	10.00
229.	Nambram Kaarayilthodi Mannammalthodi Road Muthuthala	10.00
230.	Poovathaani Kaalikkulambu Road Thachanaattukara	10.00
	Sub Total	376.43
<i>G. Maintenance Grant - Roads</i>		
231.	Karimpaara Parayampallam road-Ayiloor	1.55
232.	Vridhasadanam Payyappulli Kolodu Road Maintenance-Koduvaayoor	3.50
233.	Nenmaara Cherumkaadu Canal Bund Road	1.28
234.	Panamthodika Aachirikkaadu road-Peruvemb	2.67
235.	Vaarikkunnu Valayil Pattathara Road-Kannambra	3.50
236.	Perumaatti Kalyaanappetta Road	3.50
237.	Chaathamangalam Kallamkodu Road Maintenance	4.00
238.	Parakkaadu Melmurimuthassiyaarkkaavu Road Re-Tarring-Koppam	10.00
239.	Mele Kodumunda-Maattaayi Road Re-Tarring-Muthuthala	10.00
240.	Parasseri Mallukodu Thozhuthummukk Road, Kizhakkencherri	15.00
241.	Marigiri Panamkutti road, Kannambra, Kizhakkencherri	10.00
242.	Kodumunda Karuvaampadi Road, Muthuthala	10.00
243.	Vaadanamkurissi Cherikkal Road, Ongalloor	10.00
244.	Parappil Thodu Kottekkaadu Road Maintenance, Ambalappaara	15.00
245.	Mozhayanmoochi-Kallankaadu Bypass Road, Erimayoor	12.00
246.	Thenkurussi-Naikkathara Cherikkodu Road, Thenkurussi	13.00
247.	Chollupadi Valliyodu Road, Vandaazhi	15.00
248.	Koottappura Vettithodi Road, Kongaadu, Mundoor	15.00
249.	Thachangaadu Kulappada Road, Nellaaya	25.00
250.	Mayilampulli Puliyampulli Road, Puthuppariyaaram	13.00
251.	Kaattukulam Mayilampaadam Road, Mundoor	12.00
252.	Karimpulli Poovakkodu Road, Ongalloor	10.00
253.	Elavancherri Karinkulam Mannaarapparambu road, Elavancherri	25.00
254.	Agali Narasimokk Road, Asali	17.90
255.	Puthusseri Raamasseri Road, Puthusseri	25.00
256.	Kappoor Kumaranalloor Illathara Road Tarring, Kappoor	15.00
257.	Kumbidi union Shed Aanakkara High School road, Aanakkara	10.00
258.	Vilayoor Chundambatta Road Maintenance,Vilayoor	17.25
259.	Chakiriyamparambu Road Completion, Vilayoor	
260.	Kulukkallloor Paazhoorpadi Road maintenance, Kulukkallloor	10.00
261.	Prabhaapuram Karinganaadu Chanthappadi Road, Koppam	12.00
262.	Vellinezhi High school Njaalakkurissi Adakkaaputhoor Road Maintenance, Vellinezhi	10.00
263.	Kothara – Aalikkara Road, Naagalasseri	10.00
264.	Thirumittakkodu Thott Mothikkal Bund Road Maintenance, Thirumittakkodu	15.00
265.	Aanavalavu – Manappaadam road Maintenance, Kaavasseri	10.00

266.	Puthukkodu thachanadi Bypass Road, Puthukkodu	10.00
267.	Puthukkodu Chunkam road, Puthukkodu	5.00
268.	Kariyankodu Road Maintenance, Maathoor	25.00
269.	Pallippadi Aanavarambv Road, Karimba	10.00
270.	Mulla Mothikkal – Kolappaadam Road, Kaaraakkurissi	15.00
271.	Puthukkudi Ederam Road Maintenance, Kumaramputhoor	10.00
272.	Paarappuram Kacheripparambu Road, Kottoppaadam	25.00
273.	Pattathalachi Koshavankodu Road, vadavannoor	15.00
274.	Paappaan Challa Kannimaari Road, Muthalamada	10.00
275.	Kunuppulli Akkarakkaadu Road, Malambuzha	12.50
276.	Kodumb Polytechnic Road, kodumb	16.00
277.	Erisseri Kambilichunkam Road, Nalleppilli	15.00
278.	Kozhippara Kongaanpaara Road, Vadakarappathi	10.00
279.	Kunnankaattuthi Bridge Aproach Road, Perumaatti	35.00
280.	Kolyaani Kulakkaattukurissi Road,Kadambazhippuram	15.00
281.	Poovathaani Kaalikkadavu Road, Thachanaattukara	10.00
282.	Kuzhalmandam, Mandam periyappaalam Road, Kuzhalmandam	15.09
283.	Panamkutti Thottupaalam Road, Peruvemb	11.46
284.	Dubaippadi Paavukonam Road, Ananganadi, Vaaniyamkulam	13.00
		670.20

H. Maintenance Grant – Non Roads

285.	Industrial Technical Institute (ITI), Maintenance (Malambuzha)	3.04
286.	Govt. Higher Secondary School, Maintenance (Pottasseri)	1.77
287.	Govt. Higher Secondary School Maintenance (Vellinezhi)	3.00
288.	Kitchen Sheds in 8 Govt. Schools	2.64
289.	Govt. High School, Maintenance (Maarayamangalam)	3.00
290.	Govt. Higher Secondary School, Repairing (Pottasseri)	3.00
291.	Drinking Water Schemes for 11 Govt. Schools	8.23
292.	Govt. Higher Secondary School, Maintenance , (Muthalamada)	3.50
293.	Govt. Higher Secondary School, Maintenance (Nenmaara)	3.50
294.	Govt. Higher Secondary School, Maintenance (Sholayoor)	0.52
295.	Govt. Higher Secondary School, Maintenance (Aanakkara)	3.50
296.	Govt. Higher Secondary School, Maintenance (Chaathanoor)	4.01
297.	Govt. Higher Secondary School, Maintenance (Cherpulasseri)	3.50
298.	Govt. High School, Maintenance (Kadampoor)	4.02
299.	Govt. High School, Maintenance (Mezhatthoor)	3.50
300.	Govt. Vocational Higher Secondary School, Maintenance (Vattenaad)	3.50
301.	Govt. Higher Secondary School, Maintenance (Tholannoor)	3.88
302.	Medicine for District Hospital,Palakkad	19.21
303.	Payment for Electricity & Water Bill for District Hospitals	83.09

304.	Kitchen Sheds for 8 High Schools	9.06
305.	Women's Pay Ward of District Hospital, Maintenance	5.38
306.	Govt. Higher Secondary School Building Renovation(Kumaranalloor)	16.20
307.	Govt. Higher Secondary Schools(4), Maintenance	7.02
308.	Converting Dormitory into Female Surgical Ward in District Hospital	14.41
309.	Renovation of X Ray Unit, District Ayurveda Hospital	2.07
310.	Govt.Higher Secondary School, Maintenance, Muthalamada	5.40
311.	Dyeing Unit, Maintenance (Peruvemb)	4.50
	Sub Total	224.45
<i>I.Tribal Sub Plan - Production & Service Sectors</i>		
312.	Building, Urinals & Drinking Water for GTW High School (Puthoor)	33.29
313.	Community Hall for Govt. Pathi Colony (Perumaatti)	17.00
314.	Check Dam at Bodychaala ST Settlement Colony (Sholayoor)	8.00
315.	Drinking Water Scheme at Vellakkadavu ST Settlement Colony (Sholayoor)	10.00
	Sub Total	68.29
<i>J.Tribal Sub Plan - Infrastructure Sector</i>		
316.	Earth Dam & Footpath at ST Colony(Parambikkulam)	5.00
317.	Concrete Footpath at Amman ST Colony (Perumaatti)	5.00
318.	Footpath at Oothukuzhi ST Colony (Sholayoor)	1.50
	Sub Total	11.50
<i>K. Own Fund</i>		
319.	Maintenance of Check Dam (Kannambra Chirakaanjiram)	3.26
320.	Construction of Pond (Maathoor Valavasserri)	10.00
321.	Construction of Building for Govt. Higher Secondary School (Polpully)	4.02
322.	Renovation of Building for District Panchayat	7.75
323.	Computerization (<i>Sankaya</i>)	10.00
324.	Expenses for Vigilance Committee	0.44
	Sub Total	35.47
	Grant Total	3385.05

Source:12th Five Year Plan (2012-2017) and Annual Plan (2012-2014) Document, District Panchayat, Palakkad ,Page No 39-50

Table No2.7: Project Details of the Annual Plan (2013-2014) of the District Panchayat, Palakkad

SI No	Name of the Project	Amount (Rs in lakhs)
A.General Productive Sector		
1.	Paddy development (Samrudhi)	300.00
2.	Mahila Kisan Sakthikaran Pariyojana (WCP)	100.00
3.	Water irrigation (NABARD)	20.00
4.	Small scale industry (Ghadi)	20.00
5.	Animal protection / diary	30.00
6.	Kudumabsree Enterprises (W)	100.00
7.	Eswaramangalam Water Irrigation Project – Sreekrishnapuram	15.00
8.	Anamooli Minor Irrigation Valathucanal- Thenkara	15.00
9.	Edamparambu Check Dam Protection –Storage Junkcapacity Improve – Alathoor	15.00
10.	Completion of Manakalkunnu Lift Irrigation – Kulakallur	10.00
	Sub Total	625.00
B.General Service Sector		
11.	Hari Sree Education Project	20.00
12.	Coaching	20.00
13.	Arts Development	40.00
14.	Nutrition Food for AIDS Patient	15.00
15.	Karotta Training of Women	10.00
16.	Amount for SSA	225.00
17.	Amount for IKM	2.500
18.	Equipments for TGMT Centre(W)	5.00
19.	Scholarship for Physically Challenged students (c)	50.00
20.	District share for IAY House	200.00
21.	Plan Implementation	2.50
22.	School Building Construction	250.00
23.	Physiotherapy Block (Ayurveda)	20.00
24.	Anganwadi Building Construction for Various Panchayats	136.50
	Sub Total	996.5
C.General Drinking Water		
25.	Erinjipadam Drinking Water (Mundoor)	15.00
26.	Eswaravattom Drinking Water (Puthunagaram)	15.00
27.	Ramparambu –Kadamthody Drinking Water (Mathoor)	15.00
28.	Karimba Choorakodu SC Colony Drinking Water	15.00
29.	Thrangali Drinking Water(Vaniyamkulam)	15.00
30.	Marutharoad Drinking Water	15.00
31.	Vaniyamkodu Drinking Water (Kizhakkancherry)	15.00
32.	Alanelloor Ayyappankovil Tharapulli Drinking Water	15.00
33.	Podikulangara Drinking Water (Mathoor)	15.00
34.	Amakkadu 4 Cent Colony Drinking Water (Kapoor)	15.00
35.	P K Pilla Chakkankadu Drinking Water	15.00
36.	Pipe Extension for Kollamkodu Water Tank to Vadavannoor	15.00
37.	Mathupulli Ward 14 Drinking Water (Thirumittakodu)	15.00
38.	Kadambazhipuram Ward 7 Pandarikadavu Aroni Neela Adakodu Drinking Water	15.00

39.	Kuruvayi Manjaloore Drinking Water Expansion (Thenkurissi)	15.00
40.	Perumudiyoor Zone Drinking Water (Muthumoola)	15.00
41.	Kulapurathupara Drinking Water (Pattambi)	15.00
42.	Parakuzhy Menonpara Drinking Water (Vadakarapathy)	15.00
43.	Thottassery Drinking Water (Ayiloor)	15.00
44.	Pangottiri Drinking Water	15.00
45.	Viyathnampadi Mattamparambu Onnamthippadi Drinking Water (Koppam)	15.00
46.	Melae Manjikandi Ooru Drinking Water	15.00
47.	Koramparambu, Kiliyaloor Drinking Water (Melarkodu)	15.00
48.	Unakkanpara Drinking Water (Ambalappara)	15.00
49.	Palolikulambu, Vilayoor Main Drinking Water Expansion	15.00
50.	Pandiyattil Kadavu Drinking Water Expansion (Kulakalloor)	4.00
51.	Manakkalkunnu LI completion (Kulukallur)	10.00
52.	Kunnamkattupathi Drinking Water	15.00
53.	Manalady Drinking Water (Thenkara)	15.00
54.	Choorakodu SC Colony Drinking Water (Karimba)	15.00
Sub Total		434.00
D.General infrastructure Sector(Rs in Lakhs)		
55.	Mangodu, Maila Road, College Road, Puthunagaram-Koduvaroor Link Road	15.00
56.	Road Joining- Karapotta-Kokkikulambu to Thrissur District (Kannambra)	15.00
57.	Ottapatta-Thootiparadam Road (Elevancherry)	15.00
58.	Puliyankunnu Health Centre Road (Chalavara)	15.00
59.	Parambu Road -Malayankavu Road Formation	15.00
60.	Karuvatta Thanikunnu Road (Alanalloor)	15.00
61.	Pazhukattuparambu Puthoor Road (Lakkidiperoor)	15.00
62.	Thanikodu Kunnakadu Road (Ayiloor)	15.00
63.	Pandiyodu Kattakalam Canal Road (Thenkurissi)	15.00
64.	Anakuttipara –Andithara Road (Thenkurissi)	15.00
65.	Kulapurathupara Kondamunda Road (Muthuthala)	15.00
66.	Mavadi Kallenkonam Road (Kuzhalmatham)	15.00
67.	Mookilpeedika Varaparambu Road (Chalissery)	15.00
68.	Meenkara Njavalamthodu Road Metaling (Muthalamada)	15.00
69.	Keeriduku Palliparambu Road (Anakkara)	15.00
70.	Sreerama Kuttakuzhy Raod (Wadakkancherry)	15.00
71.	Cholappadam – Neeranni Poolakuzhy Adankodu Road (Kadambazhupuram)	15.00
72.	Gothambu Road Pallipady Canalroad (Karakurussi)	15.00
73.	SC colony Kattoonni Road (Thrikadeeri)	15.00
74.	Karamkodu Road Metaling Tarring (Nallepalli)	15.00
75.	Vadakkemadam Chakarakulambu Road(Kumaramputhoor)	15.00
76.	Moliyanveedu Road Metaling Tarring Marutharoad	15.00
77.	Manjakallu Madathiparambu Road (Nellya)	15.00
78.	Pattithara –Areekadu Malamaddavu Road (Anakkara)	15.00
79.	Dhonikundu –Mamana Road (Agali)	15.00
80.	NSS Road (Kulakallur)	15.00
81.	Maniyattukulambu Puthussery Milk Society Road	15.00
82.	Manjerikavu Puliyankadu Kottakunnu Kambalassery Road (Kongadu)	15.00
83.	Palapotta –Kottukadu Road Puthuperiyaram	15.00

84.	Kadunganchira Road- Pokottukavu	
Sub Total		435.00
<i>E.SCP Productive & Service Sector</i>		
85.	Kudumbasree trade centre	200.00
86.	Anganwadi construction	65.00
87.	Paddy development (Samirdhi)	10.00
88.	Kudumbasree (Micro Enterprises)	100.00
89.	Share for SSA	30.00
90.	Share for IAY	500.00
Sub Total		905.00
<i>F.SC colony drinking water</i>		
91.	Chengott SC Colony drinking water (Parali)	15.00
92.	Nechully SC Colony drinking water (Kanjirapuzha)	15.00
93.	Pandiyot Padinjaremuri Drinking Water (Thenkurissi)	15.00
94.	Kakkamuchikad Chenkalpotta drinking water	15.00
95.	Kollamkot Vengampara Drinking Water	15.00
96.	Kodhrakund drinking water (Anaganady)	15.00
97.	Muchithodi drinking water (Vadakkanchery)	15.00
98.	Koduvally Colony drinking water (Kottopadam)	15.00
99.	Ninavil Sc Colony drinking water (Kunnathur)	15.00
100.	Mangalamkunnu wqater Scheme(Maruthur)	15.00
101.	Mattakad Harijan Colony Water Scheme(Kapoor)	15.00
102.	Cheenykazhaya Drinking Water(Thirumattikod)	15.00
103.	Pilathara Chunagad Colony	15.00
104.	Paliyamangalam , Naykarpadam, Kakkattuparamp,thiruthakod, Chattappara, Padinjarethara Colony drinking water programme –Ayilur.	15.00
105.	Madathinkund SC colony drinking water programme –Karakurissy	15.00
106.	Thachanattukara ward I –II Kiliyil Pallachi Karakkad Colony drinking water programme	15.00
107.	Manakkalpady Colony drinking water programme –Muthumala	15.00
108.	Kariyattuparamp Colony drinking water programme – Muthumala	15.00
109.	Parakunnu Kovilankal Colony drinking water programme –Pattambi	15.00
110.	Thakkurissi Colony drinking water programme –Kodump	15.00
111.	Velamthavalam IHDP drinking wter programme -	20.00
112.	Pezhumkadu Perakampadom Colony drinking water programme –Koduvayur	15.00
113.	Kundukad Colony drinking water programme – Tharoor	15.00
114.	Vellacheerip[aramp Mariyathody drinking water programme –Chalavara	15.00
115.	Choondapetty Sc Colony drinking wter programme – Puthur	15.00
116.	Elamkad Vellathamkal drinking water programme –Vandazhy	15.00
117.	Thannikund drinking water programme –Perumatty	15.00
118.	Cheraya Akkaraparambil drinking water programme –Kongad	15.00
119.	Malamanthody drinking water programme –Cherpulassery	15.00
Sub Total		440.00
<i>G.SC Overall Development</i>		
120.	Kottoor SC Colony overall development – Mundoor	15.00
121.	Thottapuizha sasthankad SC Colony overall development – Kuzhalmandam	15.00
122.	Panaparmbu SC Colony overall development – Thiruvegapura	15.00

123.	Aramthody SC Colony overall development – Kannampura	15.00
124.	Parassery Andytharakad SC Colony overall development –Elavancherry	15.00
125.	Kunnumpuram SC Colony overall development – Vallapuzha	15.00
126.	Mundyneerkalam Karyakarkalam SC Colony overall development – Elapully	15.00
127.	Kadanellypuram SC Colony overall development – Alanalloor	15.00
128.	Thacharakunnu SC Colony overall development – Thrithathala	15.00
129.	Kunnathothy Neythakod SC Colony overall development – Nnenmara	15.00
130.	Vadavannoor Mullakkal Kulamp SC Colony overall development	15.00
131.	Chittadikunnu SC Colony overall development – Pattambi	15.00
132.	Ammamkunnu SC Colony overall development –Pattambi	15.00
133.	Kottayai Chennampotta Colony overall development – Kottayi	15.00
134.	Nechikod SC Colony overall development – Pattithara	15.00
135.	Aruvassery Colony overall development- Wadakkanchery	15.00
136.	Vettamparambath Colony overall development –Kadampazhipuram	15.00
137.	Achilatty SC Colony overall development –Thachampara	15.00
138.	Manissery Kuttikalthody Colony overall development –Vaniyamkulam	15.00
139.	Ananagamkurissy Vattampotta Colony overall development	15.00
140.	Veetiyod Aannur Colony overall development –Puthunagaram	15.00
141.	Chackingal Colony Changeelairi overall development –Kumaramputhoor	15.00
142.	Arangotkulamp SC Colony overall development –Mlampuzha	15.00
143.	Nellikad cherthalamthitta SC Colony overall development – Kodump	15.00
144.	Koliyampadom SC Colony overall development –Erimayoor	15.00
145.	Puthunilayam SC Colony overall development – Paruthoor	15.00
146.	Thavalam SC Colony overall development – Agaly	15.00
147.	Bharathapara Moolamplachipady Colony overall development -	15.00
148.	Njaloore Colony overall development –kulukalloor	15.00
149.	Parakulamp Colony overall development –Pattanchery	15.00
150.	Thadukkassery Cherikallu Colony overall development –Keralaserry	15.00
151.	Nilavilakunnu Colony overall development – Pookottukavu	15.00
Sub Total		480.00
H.SCP Infrastructure		
152.	Puthannoor Malampalla Colony road – Mundoor	15.00
153.	Muthukulamp Puthyumapura road-Mathoor	15.00
154.	Chemmannam Mada Colony road –Pallashana	15.00
155.	Cheruvathoor Colony road- Chalavara	15.00
156.	Muthalamada Ngarpadom Pappanpalla road	15.00
157.	Karattil Colony road – ward 4 Thrikadiri	15.00
158.	Kadalampara Poongod Chozhiyampak road	15.00
159.	Koottupara Karakad SC Colony road	15.00
160.	Chirakadampadom SC Colony road Kannampura	15.00
161.	Chundotkunnu Neerchapura SC Colony road Alanalloor	15.00
162.	Lakshamveedu Cheeranj Kulamp road –Peringotkurissi	15.00
163.	Chozhiyamkunnu Modamngot road –Oathalloor –Pattithara	15.00
164.	Thavalam Pathiyamparamp SC Colony road	15.00
165.	Aalamthattapady SC Colony road –Lakkidi Peroor	15.00
166.	Muthalapara Kavarakulamp road –Nenmara	15.00
167.	Nilaparamp Colony Kodumunda road Muthumala	15.00

168.	Ongalloor PHC Kudamangalam road –Ongalloor	15.00
169.	Cherlachi Colony road	15.00
170.	Vettankunna road –Kadampazhipuram	15.00
171.	Ponthiyam SC colony road –karakurissy	15.00
172.	Edathy Colony road Kavassery	15.00
173.	Vattampotta Rayarkalam Colony road side mettaling –nallepilly	15.00
174.	Chettytkulam Kottamangalam road –Nalleppily	15.00
175.	Ajarikulam Kaikottukulam road –Peruvemp	15.00
176.	Srambickal SC Colony –Vemannil SC Colony road Karakurissy	15.00
177.	Nellikadu Colony road Tharoor	15.00
178.	Kaiparamp SC Ciolony – Areuvakkulam SC Colony road Paruthoor	15.00
179.	Ayyamma Colony road – Puthoor	15.00
180.	Kozhipadam –Kramnpadom road Vandazhy	15.00
181.	Pazhoorpady –Puramathra road Kulukkallor	15.00
182.	Manjampra Paraya Colony – Vadakkekara Coloony Vilathoor road Thiruvegapura	15.00
183.	Valayampara SC Colony road	15.00
184.	Perumpara Mundancherykunnu Colony road –Kongad	15.00
185.	Thiruvazhyod Canal Karaparamp road –Vellinezhy	15.00
Sub Total		510.00
I.Road Maintenance		
186.	Araby college road Paraly	13.00
187.	Edakkattupura varampallom road –Pirayiri	12.00
188.	Nedukanny Kavathukulam road –Alathoor	10.00
189.	NH Anamary –Canal Bund road –Kavassery	10.00
190.	Vadakkegramam road Puthukkod	7.00
191.	Puliyankunnu Health centre road –chalavara	10.00
192.	Manjakallu Madathypamp road	10.00
193.	Mavundiri Kampamthody road –Nellaya	10.00
194.	Palapattypady Cherykallu road Vallpauzha	5.00
195.	Kandankodu Thasrak road	25.00
196.	Mavady Kallukonam road Kuzhalmandam	10.00
197.	Mandam Periyapalam road completion –Kuzhalmandam	15.00
198.	Karakuthu Manjampra road –Muthumala	10.00
199.	Mulayamkavu Koranaal road Kuilukallor	10.00
200.	East Amethykara Karodparamp Colony road –Kappoor	7.00
201.	Thozhukara Kottompadam road –Pattithara	10.00
202.	Pettikal Kozhikudam road –Sholayur	15.00
203.	Pookkoottukavu Thrikadiri road	10.00
204.	EMS road Cherplaserry	10.00
205.	Kalladypatta Jumama- Jid Koppan Ummarapady road –Ongalloor	10.00
206.	Parappuram Kolliparamp road –Ongalloor	5.00
207.	Karipottin Chery Kumparamkatty road –Ongalloor	13.00
208.	Valloor Thootunkal City road –Pattampi	12.00
209.	Idayattingal puram road –Vellinezhy	5.00
210.	Yatheemqana Anjilangady road –Alanalloor	15.00
211.	Vattamannapuram Panayamkond road –Alanalloor	10.00

212.	Kesava Pothuval road –Thrithathala	10.00
213.	Njangattirikadav road	10.00
214.	Mooliparamp Thekkekara road –Ngalaserry	5.00
215.	Vadavannoor East Punthoni Chenniyampallom road	15.00
216.	Kayalthodu road –Thrithala	8.00
217.	Kanakkanthurutthy Pothapara road	15.00
218.	Konnanchery Kizhakkethara road –Kannampra	10.00
219.	Nariyampadaompally Mungolly Pulanthottam road	15.00
220.	Annadamp Neelmangalam road –Sreekrishnapuram	8.00
221.	Thumpakanny Vakkada road –Karimpuzha	9.00
222.	Chooriyod Mannnathypara road-Thachampara	10.00
223.	Kannod road Thachampara	6.00
224.	Irumpamutty Thurapapathy road- Thachampara	9.00
225.	Pathamkulam Pavukonam road Ananaganady	12.00
226.	Thrikadeery Attasery Poothakad road	13.00
227.	Shaneesharankovil Elikilamnpaara road –Vdakarapathy	10.00
228.	Andythara to Arramkavu re tarring	10.00
229.	Vadankanthara to Velliyanthala re tarring –Nallepilly	5.00
230.	Keralapuram Gramama road –Koduvayoor	10.00
231.	Athimani Chunkam road Pattamchery	10.00
232.	Kannamkodu Puthamkulam road –Koduvayoor	5.00
233.	Manalady Mundakanny road –Thenkara	15.00
234.	Pullassery Thanykunnu road Karakurissy	10.00
235.	Arangotu Kulamp road –Malampuzha	10.00
236.	Anapara Thekony road Marutharoad	15.00
237.	Chullymada Kuravakod road Erimayoor	10.00
238.	Kottady Chimpachala road –Thenkurissy	15.00
239.	Kalmok Puzhakanthara road –Nenmara	15.00
240.	Thalypadom Plachuvad road – Ayiloor	10.00
241.	Vadaparamp –Puzhakkal road –Kannady	13.00
242.	Anakkara Neyyur road	5.00
243.	Kukkupalayam Melekandiyoor road –Agaly	10.00
244.	Kudallor Kallampotta road –Pallashena	13.00
245.	Muthukunni Oravumada road –Melarkodu	12.00
246.	Pookattukunnu Pathiripala road	13.00
247.	Pallath Kolkakattil road tarring	12.00
248.	Palolikulamp road re tarring Vilayoor	20.00
249.	Re-tarring Edappalam VP Colony road – Vilayoor	10.00
250.	Purayoram –Puthuserry road	10.00
251.	Andelakalam Velakolamp road	10.00
252.	Thenampathy road –Vdakarapathy	5.00
253.	Pullod –Ayyarmala road –Paraly	8.00
254.	Kizhakumpuram Mankara road continuation –Mannoor	8.00
255.	Kunduvamnpadaom road Keralaserry –Kongad	9.00
256.	Puthannoor 9 Mile road –Mundoor	12.00

257.	Velikadu Vadakantekadu road –Puthupariyaram	15.00
Sub Total		769.00
J.Maintenance Grant Non –road		
258.	Maintenance of School Building	200.00
259.	Electrification – water bill of District Hospital	150.00
260.	Medicine supply for District Ayurveda Hospital	30.00
261.	Medicine supply for District Homeo Hospital	12.00
262.	Medicine Supply for District Allopathy Hospital	70.00
263.	Medicine supply for Women & children's Hospital	20.00
264.	Maintenance for District hospital	50.00
265.	Annual maintenance for District Hospital equipments	25.00
266.	Annual maintenance for District Ayurveda Hospital equipments	3.00
267.	Annual maintenance for District Homeo Hospital equipments	2.00
268.	Kitchen shed for school	20.00
269.	School furniture	50.00
270.	School drinking water	50.00
271.	Bio gas plant for school (Suchitwa Mission)	16.50
Sub Total		698.5
K.Own Fund		
272.	Supply for Jersey	4.00
273.	Renovation for District Panchayat	100.00
Sub Total		104.00
Grant Total		6397.00

Source : 12th Five Year Plan (2012-2017) and Annual Plan (2012-2014) Document, District Panachayat, Palakkad ,Page no 51-58

Table No. 2.8: Sources of Expected Resource of the Block Panchayat, Malampuzha for the 12th Five Year Plan (2012-2017)

Year	Sector	Amount to provide(Rs.in Lakhs)	Total Amount (Rs.in Lakhs)
2012-2013	<i>A. Development Fund</i>		270.22
	(i) General	150.11	
	(ii) SCP	108.61	
	(iii) TSP	11.50	
	<i>B.Maintenance Grant</i>	31.23	31.23
	Sub Total		301.45
2013-2014	<i>A. Development Fund</i>		370.52
	(i) General	229.10	
	(ii) SCP	128.19	
	(iii)TSP	13.23	
	<i>B.Maintenance Grant</i>	35.91	35.91
	Sub Total		406.43
2014-2015	<i>A.Development Fund</i>		426.10
	(i) General	263.47	

	(ii) SCP	147.42	
	(iii)TSP	15.21	
	B.Maintenance Grant	41.30	41.30
	Sub Total		467.40
2015-2016	<i>A.Development Fund</i>		490.01
	(i) General	302.99	
	(ii) SCP	169.53	
	(iii)TSP	17.49	
	<i>B.Maintenance Grant</i>	47.50	47.50
	Sub Total		537.51
2016-2017	<i>A.Development Fund</i>		563.51
	(i) General	348.44	
	(ii) SCP	194.96	
	(iii)TSP	20.11	
	<i>B.Maintenance Grant</i>	54.62	54.62
	Sub Total		618.13
GRAND TOTAL			2330.92

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2012-2013) Document, Block Panachayat, Malampuzha), Page No 68

Table No.2.9 : Project Details of the Annual Plan (2012-2013) of the Block Panchayat, Malampuzha (Rs. in Lakhs)

SI No	Name of the Project	General Sector	SCP	TSP	Centrally Sponsored Scheme	State Fund	GP Share	DP Share	Maintenance fund	Other	Total
1.	Plough Wagefor Farmers (Paddy Cultivation)	17.10									17.10
2.	Women Labour Bank MKSP	15.00									15.00
3.	IAY, Housing Programme – Financial Aid to Spillover Houses	26.62									26.62
4.	IAY, Housing Programme – Financial Aid to Spillover Houses	12.40									12.40
5.	Programme Implementation Expenditure	2.00									2.00
6.	IAY Housing Programme	21.54			57.23	88.50	22.56	22.56			212.40
7.	Scholarship to Physically-Mentally Challenged Students/ Bathroom for Autism Affected Students	4.50									4.50
8.	Services to Destitute Social Security Mission Fund	7.00									7.00
9.	ICDS Kallepully Office Maintenance Maritha Road Village Panchayat								4.50		4.50
10.	OV Vijayan Memorial Road Retarring Thasrak, Kodump Village Panchayat	5.00									5.00
11.	Chemanagad Road Renovation. Marutha Road Panchayat	5.00									5.00

12.	Kandathupara Road Retarring Marutha Road Village Panchayat	5.00									5.00
13.	Panchayat office, Anganawady Road Tarring & Drainage Construction. Malampuzha Village Panchayat	5.00									5.00
14.	From Parampu Road to Malayankavu Road Construction , Pudussery Village Panchayat	5.00									5.00
15.	From Kariparampu to Ayyapankavu Road Retarring , Pudussery Village Panchayat	5.00									5.00
16.	From Pathinalam Kallu to Pulampara Road Renovation Pudussery Village Panchayat	5.00									5.00
17.	Iraplasserry Poolakunnam ParampRoad Concreting & Metalling	5.00									5.00
18.	Kootapura Paralody Road Mettaling Puthupariyaram Village Panchayat	5.00									5.00
19.	Cheppilanthitta Road Side Construction , Kodump Village Panchayat	5.00									5.00
20.	Hillviewngar Nagra Road Mettaling & Tarring Akathethara Village Panchayat	5.00									5.00
21.	Puthuperiyaram Village Panchayat Mahila Mandiram Maintenance								5.80		5.80
22.	Ambikanagar Ramannagar Raman House to Canal Road Concreting	5.14									5.14
23.	Rail Nagar Road Retarring Akathethara Village Panchayat									2.83	2.83
24.	Mahila Mandiram Roof Maintenance Puthupariyaram Village Panchayat								10.00		10.00
25.	Mahila Block Panchayat Office Renovation								70.00		70.00
26.	Betterment of Physical- Administrative Facilities in Offices Handed over from State								4.06		4.06
Sub Total		166.3			57.23	88.5	22.56	22.56	94.36	2.83	454.35
SCP											
27.	IAY, housing programme – financial aid to spill over houses		17.79								17.79

28.	IAY, housing programme – financial aid to spill over houses		52.16								52.16
29.	IAY Housing Programme SCP		63.88		80.00	125.25	31.93	31.93	0	0	334.00
30.	Hand Over Fund : Services to Destitute Social Security Mission (SC)		2.50								2.50
	Sub Total		136.33		80	125.25	31.93	31.93	0	0	406.45
TSP											
31.	Housing Programme extra aid to spill over houses (ST)			1.50							1.50
32.	Housing Programme extra aid to spill over houses (ST)			8.75							8.75
33.	Housing Programme (ST)			5.00							5.00
	Sub Total			15.25							15.25
	Grand Total	166.3	136.33	15.25	137.23	213.75	54.49	54.49	94.36	2.83	876.05

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2012-2013) Document, Block Panachayat, Malampuzha), Page No 83-85

Table No.2.10 : Details of Spillover Projects (2012-2013) of the Previous Years of the Block Panchayat, Malampuzha

Sl No	Name of the Project	Amount (in lakhs)
<i>A.General</i>		
1.	Betterment of Physical Conditions of Muttikulangara Mahila Mandiram	0.75
2.	Maintenance of House	1.05
3.	From Nochipulli to Forest Puthupariyaram Panchayat	0.95
4.	From NSS Engineering College to Maruthakad Road Akathethara	9.20
5.	From Kallepulli Junction to Chandranagar Road Marutha Road	0.79
6.	From Sastha Colony Bus Stop to MLA Bridge Malampuzha Panchayat	0.61
7.	From Attapallom to Pampampallom Kongampara Road Tarring Pudussery Pachayat	2.10
8.	From Kuppakadu to Karakadu Kodump Panchayat	0.96
9.	Construction of Panamparamp Road , Malampuzha Panchayat	2.16
10.	Kunnampara Cemetery Road Akathethara Panchayat	1.76
11.	Construction of Kavilppadu Tipu Sultan road Puthupariyaram	2.19
12.	Construction of Chek Dam Midhunam Pallom Kodump Panchayat	22.77
13.	Extension of Malampuzha Block Panchayat Office	6.17
14.	Total House Construction (Samagra Bhavan Nirmanam)	0.93
15.	Purchase of Land for Women Housing Scheme Under EMS/IAY	10.95
	Sub Total	63.34
<i>B.Special Component Plan</i>		
16.	Maintenance of Houses	8.85
17.	Metalling & Tarring of Parakkalam Road Puthupariyaram Panchayat	3.70
18.	Alampallom SC Colony Road Pudussery Panchayat	2.18
19.	Pudukkad SC Colony Road Metaling & Tarring , Kodump Panchayat	1.01
20.	Arangot Kolamp Road Metalling Side Wall Construction , Malampuzha Panchayat	0.47
21.	Mandampallom SC Colony Road Renovation Marutha Road Panchayat	4.22
22.	Panchirikad Road Renovation Marutha Road Panchayat	0.77
23.	Parappady Anganawady Completion Pudussery Panchayat	0.38

24.	EMS / IAY Samagra Bhavan Nirmanam	5.67
25.	Purchase of Land for Scheduled Caste Women Hostel	19.47
	Sub Total	46.72
<i>C.Tribal Sub Plan</i>		
26.	House Construction for ST Beneficiaries	9.52
	Sub Total	9.52
<i>D.Maintenance</i>		
27.	Walayankadu Anganawady Sidewall Construction Puthupariyaram Panchayat	1.52
28.	Murali Anganawady Sidewall Construction Puthupariyaram Panchayat	1.52
29.	Kandathupara Anganawady Sidewall Akathethara Panchayat	1.68
30.	Kandathupara Anganawady Sidewall Construction Marutharoad Panchayat	3.12
31.	Malampuzha Block Panchayat Office Maintenance	2.36
	Sub Total	10.20
	Grant Total	129.78

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2012-2013) Document, Block Panachayat, Malampuzha), Page No 81-82

Table No. 2.11: Sources of Expected Resources of the Village Panchayat, Akathethara for the 12th Five Year Plan, 2012-2017 (Rs in lakhs)

Year	Development Fund	Maintenance Fund (Road)	Maintenance-Fund(Non Road)	World Bank Fund	Central Fund	Total
2012-2013	96.05	23.41	18.46	23.32	3.00	164.24
2013-2014	110.46	26.92	21.23	26.81	3.45	188.87
2014-2015	127.03	30.95	24.41	30.84	3.97	217.2
2015-2016	146.08	35.60	28.07	35.47	4.56	249.78
2016-2017	167.99	40.94	32.29	40.79	5.25	287.26
Total	647.61	157.82	124.46	157.23	20.23	1107.35

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2012-2013) Document, Village Panachayat, Akathethara, Page No 7

Table No. 2.11: Sources of Expected Resources of the Village Panchayat, Akathethara for the 12th Five Year Plan, 2012-2013 (Rs in lakhs)

Source	Amount as per the Appendix IV of the State Budget	Amount under Deduction	Amount After Deduction	Carry Over Amount(Opening Balance)	Amount Available for 2012-2013	Amount for Obligatory Project including Spill over	Balance Amount
<i>A. General Sector</i>							
General Fund	61.48	4.56	56.92	3.72	60.64	43.60	17.04
13th Finance Commission	39.13	0	39.13	0.80	39.93	-----	39.93
Sub Total	100.61	4.56	96.05	4.52	100.57	43.60	56.97
World bank	23.32	0	23.32	1.00	24.32	0	24.32
Total General Sector	123.93	4.56	119.37	5.52	124.89	43.60	81.29

B. Special Component Plan (SCP)							
Special Component Plan (SCP)	40.57	0	40.57	0.40	40.97	16.37	24.60
C. Tribal Sub Plan (TSP)							
Special Component Plan (TSP)	1.97	0	1.97	0.02	1.99	1.86	0.13
D. Maintenance Grant							
Road	23.41	0	23.41	3.48	26.89	2.25	24.64
Road (Non Road)	18.46	0	18.46	0.23	18.69	0	18.69
Grant Total	208.34	4.56	203.78	9.65	213.43	64.08	149.35

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2012-2013) Document, Village Panachayat, Akathethrara, Page No 8

Table No.2.13 : Project Details of the Annual Plan (2012-2013) of the Village Panchayat, Akathethara (Rs. in Lakhs)

Sl No	Name of the Project	General Fund	13 th Finance Commission	Own fund	Maintenance Grant (Non road)	Maintenance Grant (Road)	Centrally Sponsored	State Fund	World Bank (KLGSDP)	Beneficiary contribution	Other	Total
A. General Sector												
1.	Waste Management - (pipe compost to individuals)	0.05	2.23					11.39		1.52		15.19
2.	Waste Management (biogas unit to individuals)		1.72					3.44		1.72		6.89
3.	Development of Paddy Cultivation		9.69									9.69
4.	Development of Coconut Cultivation		1.00									1.00
5.	Vegetable Kit		0.29									0.29
6.	Cattle Calf Protection		3.13									3.13
7.	Cattle Shed Renovation		0.65									0.65
8.	Book Binding Training			0.10								0.10
9.	Scholarship to Students		2.00									2.00
10.	Equipments to Handicapped		1.30									1.30
11.	Bank for Handicapped		0.20	0.10								0.30
12.	IAY Extra Financial Aid		4.89									4.89
13.	EMS Housing Scheme Repayment		7.00									7.00
14.	IAY Different Level		4.02									4.02
15.	Roof Repair General	1.97	1.73									3.70
16.	Latrine Construction General						0.68	0.69			1.37	2.73

17.	Revolving Fund of Kudumbasree Unit	0.90										0.90
18.	House Construction	4.00										4.00
19.	Extra Honorarium for Anganawadi Workesr	0.70										0.70
20.	Anganawady Arts Fest		0.05									0.05
21.	Jagratha Samithy		0.05									0.05
22.	Palliative Care	2.40										2.40
23.	Cancer Free Panchayat	0.20										0.20
24.	Immunity Injection in Schools	0.10										0.10
25.	Education Calendar	0.03										0.03
26.	Coaching (Tenth Standard)	1.40										1.40
27.	Text Book Friendship	0.25										0.25
28.	<i>Kuthipu</i>	0.30										0.30
29.	Teachers Meet	0.08										0.08
30.	Aksharadeepam News Letter	0.20										0.20
31.	Therapy Centre	0.10										0.10
32.	Strengthening of Registered Libraries	0.25										0.25
33.	Orientation for Youth	0.30										0.30
34.	Newspaper-Friend	0.15										0.15
35.	Training	0.05										0.05
36.	IKM Share			0.35								0.35
37.	Talking Computer to Handicapped	0.20								0.31		0.50
38.	Town Planning			0.50								0.50
39.	Corpus Fund Share to KILA GO (P) 672/12 5/3/12			1.00								1.00
40.	Gramakendram			0.50								0.50
41.	Monitoring Expenditure of Programme Implementation	3.00										3.00
42.	Secretariat Mandiram			2.00								2.00
43.	Sarva Siksha Abhiyan	6.35										6.35
44.	Anganawadi Nutritional Programme	14.03					7.02					21.05
45.	Salary to Technical Assistant			0.54								0.54
46.	Street light Maintenance			5.00	1.09							6.09
47.	Anganawady Repair				3.00							3.00
48.	School Repair				1.59							1.59
49.	Purchase of	0.40										0.40

	Medicines for Mentally Retarded People											
50.	Public Health Centre Maintenance				4.00							4.00
51.	Ayurveda Sub Centre – Medicine Purchase				1.00							1.00
52.	Ayurveda Dispensary OP Medicine Purchase				3.00							3.00
53.	Immini- Health Inspector Cottage Maintenance				2.10							2.10
54.	Maintenance of Ayurveda Hospital				3.00							3.00
55.	Clinical Lab Electrification of Veterinary Hospital				1.00							1.00
56.	Land Purchase for Anganawadi	1.00										1.00
57.	Electrification (project No: 31/11-12) extra fund			1.48								1.48
58.	Dhoni St Thomas Colony Road Concrete (Balance Area)	1.20										1.20
59.	Repair of Pappadi Mainroad					6.00						6.00
60.	Panchavady Road Concrete (Balance Area)	1.76										1.76
61.	Thottapura Culvert			1.05								1.05
62.	Kundil House Road Concrete (Balance Area)			2.55								2.55
63.	From Subbayan House to Surendran House Road Concrete			2.77								2.77
64.	Dhoni Christian Church Road Concrete			2.78								2.78
65.	Vadakethara Thekidath Road Concrete			2.30								2.30
66.	Sastha Nagar Murugan Kovil Road Concrete	1.50										1.50

67.	Retarring of Jeevanraksha to Karimuri				4.00						4.00
68.	Harisree Road Concrete		1.50								1.50
69.	Thatturumbakad Jayachandran Home to Murali Home Concrete	1.50									1.50
70.	Andymadam Bank Colony Road Drainage	2.35									2.35
71.	Devinagar Road Concrete		1.80								1.80
72.	Bhaskaran House to Purushothaman House Road Concrete	2.17									2.17
73.	Angavalparambu Murali House to Achayan House Concrete	2.80									2.80
74.	Melepura Anganawady Drainage		1.60								1.60
75.	Chathankulanga Temple to Old School Road Maintenance	1.08	2.14								3.22
76.	Chathankulanga Temple- Old School – Road Maintenance	1.00									1.00
77.	Road Maintenance of Pullanikkadu				4.80						4.80
78.	From Mlampuzha Road to Durganagar Temple Road Concrete		4.28								4.28
79.	Kannanai Velutha Kombiyachan Road Concrete		2.70								2.70
80.	Chithranagar Aniveedu Front Area Road Concrete		1.30								1.30
81.	Ramakrishana Nagar Balance Area Road Concrete		1.60								1.60
82.	Chathurakulama Narayanan Nair Front Area Road Concrete		3.05								3.05

83.	Athura Nagar Swathy Canal Bund Bridge			2.28								2.28
84.	Retarring of Athuranagar					4.00						4.00
85.	Pathiri Nagar-Cemetery Road Concrete			4.65								4.65
86.	Cherad Thankapan Nair – Church road Concrete	1.70										1.70
87.	Kongapadam – NSS College Road Retarring			1.09		4.75						5.84
88.	Panchayat – Wedding Centre Renovation	2.78		0.72								3.50
89.	Electrification of Anganawadis			0.54								0.54
Sub Total		58.25	39.95	52.27	19.78	23.55	7.7	15.52		3.55	1.37	221.93
B.Special Component Plan (SCP)												
90.	Kondapadam IHDP road	1.15										1.15
91.	Concrete of EMS Nagar to Kesavan house	2.00										2.00
92.	Papparamp Anganawady road concrete	3.00										3.00
93.	Concrete from Kalmadom Krishnakumar house to Gopalan House	1.42		0.08								1.50
94.	Roadside construction & construction of Kallamparath			1.05								1.05
95.	Free drinking water connection to SC category families	6.17										6.17
96.	Mechanization of employment service	4.16										4.16
97.	IAY financial aid extra fund	1.26										1.26
98.	House construction – IAY share	3.44										3.44
99.	Educational equipments to SC students	0.30										0.30
100.	Land purchase – Scheduled caste	7.50										7.50
101.	Tuition for SC students	0.40										0.40
102.	Pipeline from	0.41										0.41

	Kallekulangara to Bhevan home and public tap											
103.	Sarvasiksha Abhiyan	1.74										1.74
	Sub Total	32.95		1.13								34.08
C.Tribal Sub Plan (TSP)												
104.	Drinking water to Scheduled Tribe colonies	0.07		0.65								0.72
105.	Heemoglobin checking of SC colony	0.06										0
106.	Sarvasiksha Abhiyan	0.61										0.61
	Sub Total	0.74		0.65								1.33
D.World Bank Fund (KLGSDP)												
107.	Streetlight for Bulbe							4.35				4.35
108.	Streetlight meter							4.03				4.03
109.	Renovation of Panchayat Building							13.94				13.94
110.	Office Computerization							2.00				2.00
	Sub Total							24.32				24.32
	Grant Total	91.94	39.95	54.05	19.78	23.55	7.7	15.52	24.32	3.55	1.37	281.66

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2012-2013) Document, Village Panachayat, Akathethrara, Page No, 12-18

Table No.2.14: Details of Spillover Projects (2012-2013) of the Previous Years of the Villlage Panchayat, Akathethara (Rs. in Lakhs)

Sl No	Name of the Project	General Fund	13 th Finance Commission	Own fund	Maintenance Grant (Non road)	Maintenance Grant (Road)	Centrally Sponsored	State Fund	Beneficiary contribution	Other	Total
1.	Threthi Nagar Road metalling			0.60							0.60
2.	Hillview Nagar Garden Balance Area Road Tarring	0.09		3.46							3.55
3.	Vidyanagar East Road Mettaling Tarring	0.86		0.91							1.77
4.	Vidyanagar West Line Road Mettaling			3.00							3.00
5.	AKG Nagar Bank Colony Road			5.24							5.24

	Mettaling and Tarring										
6.	Ambikanagar First and Second Line Metaling and Tarring			1.33							1.33
7.	Kalmadom Sabary Asramam Road Re-Tarring			0.77							0.77
8.	Purchase of Equipments for Street Light Fittings			0.76							0.76
9.	Purchase of Furniture for Panchayat Wedding Centre Hall , Rewiring			2.00							2.00
10.	Sadbharanam Action Research			4.36							4.36
11.	Sathanagar Colony Road Mettaling Tarring			2.55							2.55
12.	Smart Class Room Renovation of Hemamabika Sanskrit School			2.47							2.47
13.	Ithingaparam p Bund Road Concreting			0.60							0.60
14.	GUP School Balance Area Gopinathan House Road				2.25						2.25
15.	From Kannani auto Manikandan House to Ramachandran House Road Concreting			1.82							1.82
16.	Maruthakode Anganawady Building Construction			2.00						4.00	6.00
17.	Sagarikanagar Balance Area Tarring			2.00							2.00
18.	Land Purchase for Anganawady			0.23							0.23

19.	Mayapuram Road Metalling			2.02							2.02
20.	From Karthiyayani Teacher House to Laxmi Nivas Road Concreting			1.15							1.15
21.	Panchali Amman Wedding Centre Front Area			1.18							1.18
22.	Ummini Service Decentralized Centre Wiring			1.35							1.35
23.	Tea Colony Road Concreting			1.72							1.72
24.	Bore Well Pipe Maintenance			0.52							0.52
25.	EMS House Construction Completion							28.30			28.30
26.	PYYKA						5.50				5.50
27.	Aksharadeepam	0.05									0.05
Sub Total		0.99		42.05	2.25		5.50	28.30			83.09
SCP											
28.	Mechanization of Labour force	1.37									1.37
29.	House Construction 11-12	7.98									7.98
Sub Total		9.35									9.35
TSP											
30.	House Construction	1.25									1.25
Sub Total		1.25									1.25
Grant Total		11.59		42.05	2.25		5.5	28.3			93.69

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2012-2013) Document, Village Panachayat, Akathethara, Page No 9-11

**Table No2.15 : Project Details of the Annual Plan (2013-2014) of the Village Panchayat,
Akathethara (Rs. in Lakhs)**

Sl No	Name of the Project	General Fund	13 th Finance Commission	Own fund	Maintenance Grant (Non road)	Maintenance Grant (Road)	Centrally Sponsored	State Fund	KLGS DP	Beneficiary contribution	Other	Total
A. General Sector												
1.	Waste Management - (pipe compost to individuals)		2.28					11.39		1.52		15.19
2.	Waste Management – Biogas Unit to Individuals		1.72					3.44		1.72		6.89
3.	Development Of Paddy Cultivation		9.99									9.99
4.	Development of Coconut Cultivation		4.00									4.00
5.	Vegetable Kit		0.33									0.33
6.	Theyilsena		1.11									1.11
7.	Land purchase for ICADP		2.50									2.50
8.	Cattle Calf Protection		3.75									3.75
9.	Cattle Shed Renovation		0.65									0.65
10.	Dairy product unit for Kudumbasree	1.50										1.50
11.	Scholarship to Students		2.00									2.00
12.	Equipments to Handicapped		1.30									1.30
13.	Bank for Handicapped		0.10	0.20								0.30
14.	IAY extra Financial Aid											
15.	EMS Housing Scheme Repayment		10.00									10.00
16.	IAY share (2013-2014)		4.97									4.97
17.	Roof Repair General	5.00										5.00
18.	Latrine Construction General						1.82	0.69			1.37	3.88
19.	Revolving Fund of Kudumbasree Unit	1.00										1.00
20.	House Construction	8.00										8.00
21.	Extra Honorarium for Anganawadi Worker	0.70										0.70

22.	Anganawady Arts Fest		0.10								0.10
23.	Jagratha Samithy		0.20								0.20
24.	Palliative Care	2.70									2.70
25.	Dysopsia Free Panchayat	0.20									0.20
26.	Immunity Injection in Schools	0.15									0.15
27.	Education Calendar	0.04									0.04
28.	Coaching (Tenth Standard)	1.25									1.25
29.	Text Book Friendship	0.25									0.25
30.	Progress	0.30									0.30
31.	Teachers Fest	0.10									0.10
32.	Aksharadeepam News Letter	0.14									0.14
33.	Therapy Centre	0.10									0.10
34.	Strengthening of Registered Libraries	0.30									0.30
35.	Orientation for Youth	0.34									0.34
36.	Newspaper-Friend	0.20									0.20
37.	Training	0.10									0.10
38.	IKM Share			0.35							0.35
39.	Talking Computer to Handicapped	0.20							0.31		0.51
40.	Town Planning			0.50							0.50
41.	Corpus Fund Share to KILA GO (P) 672/12 5/3/12			1.00							1.00
42.	Gramakendram			0.50							0.50
43.	Monitoring Expenditure of Programme Implementation	3.00									3.00
44.	Secretariat Mandiram			2.00							2.00
45.	Sarva Siksha Abhiyan	6.35									6.35
46.	Anganawadi Nutritional Programme	14.03					7.02				21.05
47.	Salary to Technical Assistant			0.54							0.54
48.	Street light Maintenance			5.00	1.09						6.09
49.	Anganawady Repair				2.00						2.00
50.	School Repair				5.71						5.71
51.	Purchase of	0.40									0.40

	Medicines for Mentally Retarded People											
52.	Public Health Centre Maintenance				5.43							5.43
53.	Ayurveda Sub Centre – Medicine Purchase				1.00							1.00
54.	Ayurveda Dispensary OP Medicine Purchase				4.00							4.00
55.	Medicine for Diabetics patients				2.00							2.00
56.	Land purchase for Anganwadi	1.00										1.00
57.	Krishnanagar Road (Balance)	3.90										3.90
58.	Road Maintenance for Cheekuyi Road					7.92						7.92
59.	Payittamkunnam Mountview Residential Colony Road Concreting			3.95								3.95
60.	Girinagar Road Metaling, Tarring			2.00								2.00
61.	Maithrinagar Road Metaling, Tarring			3.00								3.00
62.	Marriage Wedding Centre to Main Road Concreting			2.50								2.50
63.	Side Construction for Chandran House to Thomas House			2.00								2.00
64.	Ithingam Parambu Road Maintenance	4.50										4.50
65.	Hilview Garden Road Maintenance					4.00						4.00
66.	Vidhyanagar 1 st line road metaling	1.50										1.50
67.	Kannayamkavu Ashrafwood Payanimala House Road Concreting	1.90										1.90
68.	Kayyamkavu Sabu House			2.90								2.90

	Suresh House Concreting											
69.	Rail Nagar Road Maintenance	1.50										1.50
70.	Sanyasiparambu Road			2.00								2.00
71.	Meleppura Soman House Prabash House Road	1.30										1.30
72.	Meleppura Maidhili House to Sathiyan House Road			2.00								2.00
73.	Narayananmeno n House to Adhikarathil House Road			1.90								1.90
74.	Raghavan House Thankalaym road			1.00								1.00
75.	Sooryanagar Road Maintenance					5.00						5.00
76.	Dr. Gopinathan House road concrete	4.91		0.09								5.00
77.	Kishakkemelida m Sreekrishnan Temple road concrete			1.56								1.56
78.	Shanmugham Chetiyar Rice mill side construction	0.75										0.75
79.	Narangaparamb Gangadharan House Friend Culvert			0.75								0.75
80.	Mandam Velayudhan House Road Concrete	1.20										1.20
81.	Vakilparambu Culvert, bund			4.00								4.00
82.	Chekkiniparam Road Maintenance					10.00						10.00
83.	Cherungotukavu Kunjunni Asari Chandran Road Concrete	1.90										1.90
84.	Swathinagar Udayabanu House Cut Road			2.75								2.75
85.	Athuranagar Canal Bund Road Metaling			2.60								2.60

86.	Hilview Nagar Venugopal House to Ayisha House Road Maintenance			2.78								2.78
87.	Vishnunagar Road Concrete (Balance place)			3.50								3.50
88.	Streetlight for CFL								0.65			0.65
89.	Panchayat building renovation								10.00			10.00
90.	Computerisation of office								2.00			2.00
91.	Panchayat wedding building renovation								14.17			14.17
	TOTAL	70.71	45.00	51.37	21.23	26.92	8.84	15.52	26.82	3.55	1.37	271.3

B.Special Component Plan (SCP)

92.	Kondepadam Rajan House to Velayudhan House road concrete	1.50									1.50
93.	Ayyappan House Kunnampara Drainage	1.50									1.50
94.	Pandarakkalam colony	2.50									2.50
95.	Anganwadi concrete Pandarathalam colony	3.00									
96.	Thatturumbukad u Vasu house to Sukumaran house road concrete	3.51									
97.	Otturkadu Road Concrete	3.50									3.50
98.	Thekkethara Kallukettiya Pond Road	3.00									3.00
99.	Mechanization of Labour Bank	4.78									4.78
100.	IAY House	3.83									3.83
101.	Equipments to SC Students	0.40									0.40
102.	Land Purchase for SC	4.50									4.50
103.	Equipments for Job Workers	2.00									
104.	IAY house for SC	10.00									
105.	Tuition for SC students	0.40									0.40

106.	PSC Coaching	0.50										
107.	Sarvasikhsa Abhiyan	1.74										1.74
	Total	46.66										27.65
C.Tribal Sub Plan (TSP)												
108.	Drinking Water to Scheduled Tribe Colonies	1.50										1.50
109.	Heemoglobin Checking of SC Colony	0.08										0
110.	Immunity Injection	0.08										0
111.	Sarvasikhsa Abhiyan	0.60										0.61
	Total	2.26										2.11
	Grant Total	119.63	45	51.37	21.23	26.92	8.84	15.52	26.82	3.55	1.37	301.10

Source: 12th Five Year Plan (2012-2017) & Annual Plan (2013-2014) Document, Village Panachayat, Akathethrara, Page No 23-32

CHAPTER 3:

DEVOLUTION OF FUNCTIONS

Introduction

The trend of devolution in Kerala has not been linear one. Kerala has been impervious to developments that took place in other parts of the country in the field of Panchayat Raj. Until 1955, Kerala had only a single tier, the Village Panchayat, and was behind most states in India in the devolution of functions. The only silver lining before the 73rd Amendment was the District Council experiment in 1991 which could not survive because of regime change. The first major step towards effective devolution of functions with the support of a three tier structure of Panchayat Raj was taken in 1994 when the Kerala Panchayat Raj Act was passed. There was strong opposition on the provisions of the Act on the ground that it did not go far enough to grant significant powers to the Panchayats. As a result, a Committee on Decentralization of Powers known as *Sen Committee* was constituted to suggest reforms in the 1994 Act. The suggestions contained in the report of the Committee were later incorporated in the 1999 amendments to the Kerala Panchayat Raj Act. As far as the functional domain of the Panchayats is concerned there was no major suggestion from the *Sen Committee* whereas it put forward a number of progressive suggestions such as provisions for right to information, citizen's charters, the formation of a local government Ombudsman and Tribunal. The strong legislative frame work is reflected in devolving major functions to Panchayats. In this chapter an attempt has been made to understand the functions devolved to Panchayats based on the Act, Activity Mapping and actual field operations. While doing the exercise, a special enquiry is conducted to understand whether the 'principle of subsidiarity' has been followed and if it is followed to what extent. The other crucial questions are how the tiers have been treated and arranged, whether hierarchically or independent entities within their own sphere autonomy or between these two diametrically opposite locations. The chapter makes an attempt to answer these questions.

Functions Assigned by the Kerala Panchayat Raj Act, 1994.

Village Panchayats: As per the Kerala Panchayat Raj Act, functions are clearly and precisely assigned to the three tiers of the Panchayats. The Section 166 of the Act deals with the powers, duties and functions of the Village Panchayats. It categorically mentioned that “the duty of the Village Panchayat is to meet the requirements and render the service to the inhabitants of the area in respect of the matters enumerated in the Third Schedule”. The same phraseology is also seen in the case of Block and District Panchayats. The jurisdiction of the respective Schedule has a wider functional domain. A limited degree of peer group responsibility is guaranteed to the Village Panchayats from the other tiers of the Panchayats and the Government as it is mentioned, “The Government, the District Panchayat and Block Panchayat shall subject to availability of resources provide necessary financial, technical and other assistance to the Village Panchayats to enable them to discharge their functions”. It also ensured that all institutions, schemes, buildings and other properties assets and liabilities connected with the matters referred to the Third Schedule should be transferred to the Village Panchayats and it is also mentioned that every institution so transferred shall be in the name of the said Village Panchayat and shall be known accordingly. Functions of the Village Panchayat are listed in the Third Schedule. (Table No. 3.1). Three separate categories of functions are seen in the Third Schedule and they are (i) mandatory functions, (ii) general functions (iii) sector wise functions. There are 27 mandatory functions which have wider scope and it resemblances to the very structure and power symbol of local governments. The mandatory functions are absent in the case of other two tiers of Panchayats. There are five items under general functions whereas 19 subjects are covered under sector wise functions.

Block Panchayats: Section 172 of the Kerala Panchayat Raj Act has assigned functions to the Block Panchayats. The functions of the Block Panchayat are to meet the requirement of the concerned area in respect of matters enumerated in the Fourth Schedule. The Block Panchayat can expect financial, technical and other assistance from the government and District Panchayats, as per Section 172 (3) of the Act. All the transferred institutions to the Block Panchayat shall be on the name of that Block

Panchayat and shall be known accordingly. Functions of the Block Panchayat are listed in the Fourth Schedule (Table No.3.1). Two separate categories of functions are seen in the Fourth Schedule and they are (i) general functions and (ii) sector wise functions. There are three items under general functions whereas 14 subjects are covered under sector wise functions.

District Panchayat: The District Panchayat has been assigned functions as per the Section 173 of the Kerala Panchayat Raj Act. The functions of the District Panchayat are to meet the requirement of the concerned area in respect of matters enumerated in the Fifth Schedule. As per the provisions of the Act, the District Panchayat is provided financial, technical, and other assistance by the Government subject to the availability of resources. All the transferred institutions to the District Panchayat shall be on the name of that District Panchayat and shall be known accordingly (Section 173(5) of the Act). The Fifth Schedule gives the list of functions under the District Panchayat (Table No.3.1). Two separate categories of functions are provided in the Fourth Schedule and they are (i) general functions and (ii) sector wise functions. There are three items under general functions whereas 16 subjects are covered under sector wise functions.

It is observed that while making the division and distribution of functions between the three tiers of Panchayats, natural wisdom, capability, beneficiary satisfaction, economics of scale in terms of implementation and technological application of each tier of the Panchayat have been followed. It is also argued that Panchayats are designed in such a way that which are required to be endowed with adequate functions to enable them to act as the 'Institutions of Self Government'. In other words, a careful reading of the functions assigned to the Panchayats by the Kerala Panchayat Raj Act gives an impression that some rudimentary of Principle of Subsidiary and the local wisdom has been followed. On the other side, without deviating from the 'Principle of Subsidiary', it also has followed the 'Principle of Peer Group Responsibility'. It is also important to note that while locating the spatial positions of the Panchayats it was ensured with the independent entities of each tier of the Panchayat.

Table Number 3.1: The List of Functions Assigned by the State PR Act:

District Panchayat	Block Panchayat	Village Panchayat
<p>It shall be the duty of the District Panchayats to meet the requirements of the District Panchayats area in respect of matters enumerated in the Fifth Schedule. The District Panchayat shall have exclusive power to administer the matters enumerated in the Fifth Schedule and to prepare and implement the schemes on the subject specified therein for the economic development and social justice. (Subject to the other provisions of this Act and the directions of the Government, the District Panchayat shall have exclusive power to administer the matters enumerated in the Fifth Schedule). The Government, shall subject to availability of resources provide necessary financial, technical and other assistance to the District Panchayats to enable them to discharge their functions. The District Panchayat shall administer the institutions and schemes transferred to it, subject to the guidelines and technical assistance of the Government and in accordance with the State and National Policies.</p> <p>(a) in the District Panchayats – All district roads other than major district road within the area of more than one block panchayat;</p> <p>Function as per the Fifth Schedule:</p> <p>(A) General Functions</p> <ol style="list-style-type: none"> 1. Mobilisation of the technical expertise available from Government and non-Government institutions. 2. Provide technical assistance to Block Panchayats, Village Panchayats and Municipalities. 3. Prepare schemes after taking into account the schemes of the 	<p>It shall be the duty of the Block Panchayats to meet the requirements of the Block Panchayat area in respect of matters enumerated in the Fourth Schedule. The Block Panchayat shall have exclusive power to administer the matters enumerated in the Fourth Schedule and to prepare and implement the schemes on the subject specified therein for the economic development and social justice. The Government and the District Panchayat shall subject to availability of resources provide necessary financial, technical and other assistance to the Block Panchayats to enable them to discharge their functions. The Block Panchayat shall administer the institutions and schemes transferred to it, subject to the guidelines and technical assistance of the Government and in accordance with the State and National</p>	<p>It shall be the duty of the Village Panchayats to meet the requirements of the Village Panchayat area in respect of the matters enumerated in the Third Schedule: Provided that it shall be the duty of the Village Panchayat to render services to the inhabitants of the village Panchayat area in respect of the matters enumerated as mandatory functions in the Third Schedule. The Village Panchayat shall have exclusive power to administer the matters enumerated in the Third Schedule and <i>to prepare and implement schemes relating thereto for economic development and social justice.</i> .</p> <p>Village Panchayat shall also have powers to enhance employment facilities and to undertake developmental activities and to start manpower banks, under the leadership of the Village Panchayats</p> <p>Subject to such rules, as may be prescribed by the Government, the district Panchayat or the Block Panchayat may transfer to the Village Panchayat the management and maintenance of any institution or the execution or maintenance of any work or the exercise of any power or the discharge of any duty within the Village Panchayat area. It shall be lawful for the Government, the District Panchayat or the Block Panchayat to contribute to the Village Panchayat fund such amount as may in their opinion be necessary for meeting the expenditure in connection with the management and maintenance of any institution or the execution or maintenance of any work or the exercise of any power or the discharge of any duty which the Government, the District Panchayat or the Block Panchayat may, from time to time, make over to the Village Panchayat under sub-sections (1) and (2).</p> <p>Notwithstanding anything contained in the Kerala Land Conservancy Act 1957 (8 of 1958), or in any other law for the time being in force, all public, roads other than those classified by the Government's National Highway, State Highway or major district roads, bridges, culverts, ditches, dykes, fences on or beside the same protective devices and all adjacent land, not being private property appertaining thereto, within the Panchayat area, i.e.-</p> <p>whether provided in this Act or not.</p> <p>(2) The Government may, in addition to the powers and functions herein before, mentioned as exercisable by the village Panchayat authorize by</p>

<p>Village Panchayat and the Block Panchayat to avoid duplication and to provide forward-backward linkage.</p> <p>(B) Sector wise Functions</p> <p><u>I. Agriculture</u></p> <ol style="list-style-type: none"> 1. Running of agriculture farms other than regional farms and research centres. 2. Integrated water-shed management in water sheds covering more than one Block Panchayat area. 3. Provide for agricultural inputs. 4. Soil testing 5. Pest control 6. Marketing of agricultural products 7. Cultivation of ornamental plants. 8. Promotion of agricultural co-operatives 9. Promotion of commercial crops. 10. Application of bio-technology. 11. Popularization of innovative field trials and pilot projects. 12. Conduct of locally appropriate research and development. <p><u>II. Animal Husbandry and dairy Farming</u></p> <ol style="list-style-type: none"> 1. Running of district level veterinary hospitals and laboratories. 2. Running of dairy extension units. 3. Promotion of Milk co-operative societies. 4. Running of farms other than regional farms, breeding farms and research centres. 5. Implementation of district level training. 6. Implementation of disease prevention programmes. 7. Propagating new methods of field trials and pilot projects. 8. Locally relevant research and development. <p><u>III. Minor Irrigation</u></p> <ol style="list-style-type: none"> 1. Development of ground water resources. <p>229 Substituted by Act 13 of 1999.</p> <ol style="list-style-type: none"> 2. Construction and maintenance of minor irrigation 	<p>Policies. The district roads in the Block Panchayats – District roads and village roads other than major within the area of more than one village Panchayat comprised in a Block Panchayat;</p> <p>Function as per the Fourth Schedule:</p> <p>(A) General Functions</p> <ol style="list-style-type: none"> 1. Utilize Governmental-non-Governmental technical expertise at block level. 2. Provide technical assistance to Village Panchayats. 3. Prepare schemes taking into consideration the schemes of village Panchayats in order to avoid duplication and to provide backward, forward linkage. <p>(B) Sector wise Functions</p> <p><u>I. Agriculture</u></p> <ol style="list-style-type: none"> 1. Farmers training programmes for the implementation at the village level. 2. Arrange agricultural inputs required for schemes at the village level. 3. Conduct of agricultural exhibitions. 	<p>general or special order, subject to such rules and conditions as may be prescribed, a village Panchayat to exercise any power or discharge any function such as collection of land revenue, maintenance of survey and village records, collection of village statistics, supervision and control over Government primary schools, medical, public health, child welfare and maternity institutions as may be specified by the Government from time to time, and execution of community development work including improvement of agriculture, animal husbandry, communication and village industries, soil conservation, protection of environment, conservation of forest, wild life protection, protection of orphans, protection of the aged, cultural activities and informal education.</p> <p>Function as per the Third Schedule:</p> <p>A. Mandatory Functions.</p> <ol style="list-style-type: none"> 1. Regulating building construction. 2. Protection of public lands against encroachment 3. Maintenance of traditional drinking water sources. 4. Preservation of ponds and other water tanks 5. Maintenance of waterways and canals under the control of Village Panchayats. 6. Collection and disposal of solid waste and regulation of liquid waste disposal. 7. Storm water drainage. 8. Maintenance of environmental hygiene. 9. Management of public markets. 10. Vector Control 11. Regulation of slaughtering of animals and sale of meat, fish and other easily perishable food stuffs etc. 12. Control of eating places. 13. Prevention of food adulteration. 14. Protection of roads and other public properties. 15. Street lighting and its maintenance. 16. Adopt immunization programmes. 17. Effective implementation of National and State level strategies and programmes for prevention and control of diseases. 18. Establishment and maintenance of burial and burning grounds. 19. Issue of licenses to dangerous and offensive trades. 20. Registration of births and deaths. 21. Providing bathing and washing ghats. 22. Provision for ferries. 23. Provision for parking spaces for vehicles. 24. Construction of waiting sheds for travelers. 25. Provision for toilet facilities and bathing ghats at public places. 26. Regulate the conduct of fairs and festivals. 27. Issue license to domestic dogs and to destroy stray dogs. <p>B. General Functions</p> <ol style="list-style-type: none"> 1. Collection and updating of essential statistics. 2. Organize voluntary workers and make them participate in collective activities. 3. Organize campaigns for thrift.
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<p>schemes covering more than one Block Panchayat.</p> <p>3. Command area development.</p> <p><u>IV. Fisheries</u></p> <p>1. Arrangements for fish marketing</p> <p>2. Management of fish farm development agency.</p> <p>3. Management of district level pisci-culture centres net making units, fish markets, feed mills, ice plants and cold storages.</p> <p>4. Management of fisheries schools.</p> <p>5. Introduction of new technologies.</p> <p>6. Provide implements required for fishermen.</p> <p>7. Promotion of fishermen's co-operative societies.</p> <p><u>V. Small Scale Industries.</u></p> <p>1. Management of district industries centres.</p> <p>2. Promotion of small scale industries.</p> <p>3. Setting up of industrial estates.</p> <p>4. Organizing exhibitions for sale of products</p> <p>5. Conduct of entrepreneur development programme.</p> <p>6. Marketing of products.</p> <p>7. Imparting training.</p> <p>8. Create input service and common facility centres.</p> <p>9. Implementation of industries development credit schemes.</p> <p><u>VI. Housing</u></p> <p>1. Implementation of housing complex and infrastructure development.</p> <p>2. Mobilization of housing finance.</p> <p><u>VII. Water Supply</u></p> <p>1. Implementation of water supply schemes covering more than one village Panchayat.</p> <p>2. Taking over of water supply schemes covering more than one village Panchayat.</p> <p><u>VIII. Electricity & Energy</u></p> <p>1. Taking over of micro-hydel projects.</p> <p>2. Determining priority areas for extension of electricity.</p> <p><u>IX. Education.</u></p> <p>1. Management of Government high schools (including Lower</p>	<p>4. Management of watersheds falling within the Block Panchayat area.</p> <p>5. Mobilize agricultural loans.</p> <p>6. Encouragement of sericulture.</p> <p><u>II. Animal Husbandry and Dairy Farming</u></p> <p>1. Running of veterinary poly clinics and zonal artificial insemination centres.</p> <p>2. Provide specialty services in animal husbandry.</p> <p>3. Conducting of cattle and poultry shows.</p> <p><u>III. Minor Irrigation</u></p> <p>Implementation and maintenance of all Lift Irrigation Schemes and Minor Irrigation Schemes covering more than one village Panchayats.</p> <p><u>IV. Fisheries</u></p> <p>Development of traditional landing centres.</p> <p><u>V. Small Scale Industries.</u></p> <p>1. Establishment of mini industrial estates.</p> <p>2. Promotion of industries with investment limit of one third of S.S.I.</p> <p>3. Formulation of self employment schemes in Industrial sector.</p> <p><u>VI. Housing</u></p> <p>1. Popularization of low cost</p>	<p>4. Awareness building against social evils like drinking, consumption of narcotics, dowry, abuse of women and children</p> <p>5. Ensuring maximum peoples participation at all stages of development.</p> <p>Organize relief activities during natural calamities.</p> <p>7. Inculcating environmental awareness and motivating local action for environmental upgradation.</p> <p>8. Promotion of co-operative sector.</p> <p>9. Enhancing communal harmony.</p> <p>10. Mobilization of local resources in cash or in kind including free surrender of land for developmental purposes.</p> <p>11. Campaign on legal awareness among weaker sections.</p> <p>12. Campaign against economic offences.</p> <p>13. Organizing neighborhood groups and self-help groups focusing on the poor.</p> <p>14. Awareness building on civic duties.</p> <p>C. Sector-wise Functions.</p> <p><u>I. Agriculture</u></p> <p>1. Cultivate wastelands and marginal lands.</p> <p>2. Ensure optimum utilization of land.</p> <p>3. Soil protection</p> <p>4. Production of organic manure.</p> <p>5. Establishment of nurseries.</p> <p>6. Encourage the system co-operative ground farming.</p> <p>7. Organize self help groups among farmers</p> <p>8. Encourage horticulture and vegetable cultivation.</p> <p>9. Fodder development.</p> <p>10. Plant production.</p> <p>11. Seed protection.</p> <p>12. Farm mechanization.</p> <p>13. Management of Krishi Bhavans.</p> <p><u>II. Animal Husbandry and Dairy Farming</u></p> <p>1. Cattle Development Programmes</p> <p>2. Dairy farming</p> <p>3. Poultry farming, bee keeping, piggery development, goat rearing, rabbit rearing, etc.</p> <p>4. Running of veterinary hospitals</p> <p>5. Running of ICDP sub-centres.</p> <p>6. Preventive Health Programmes for animals.</p> <p>7. Prevention of cruelty to animals.</p> <p>8. Implementation of fertility improvement programmes.</p> <p>9. Control of diseases of animal origin.</p> <p><u>III. Minor Irrigation</u></p> <p>1. Maintenance and implementation of all minor irrigation projects within the area of a Village Panchayat.</p> <p>2. Implementation and maintenance of all micro irrigation projects.</p> <p>3. Put into practice water conservation.</p> <p><u>IV. Fishing</u></p> <p>1. Development of fisheries in ponds, pisci-culture in fresh water and brackish water and mariculture.</p> <p>2. Improvement of fish seed production and distribution of springs.</p> <p>3. Distribution of fishing implements.</p> <p>4. Provide assistance for fish marketing.</p>
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<p>and Upper Primary Schools attached to high schools).</p> <p>2. Management of Government Higher Secondary schools.</p> <p>3. Management of Government Technical Schools.</p> <p>4. Management of Government Vocational Training Centres and Polytechnics.</p> <p>5. Management of government Vocational Higher Secondary Schools.</p> <p>6. Management of District Institute for Education and Training.</p> <p>7. Co-ordination of centrally and state sponsored programmes related to education.</p> <p><u>X. Public Works.</u></p> <p>1. Construction and maintenance of all district roads vested within the district Panchayat other than major district roads.</p> <p>2. Construction of building for institutions transferred.</p> <p><u>XI. Public Health & Sanitations</u></p> <p>1. Management of district hospitals with all systems of medicines.</p> <p>2. Setting up of centres for the care of special categories of handicapped and mentally disabled people.</p> <p>3. Co-ordination of centrally and state sponsored programmes at district level.</p> <p><u>XII. Social Welfare</u></p> <p>1. Provide grants to orphanages.</p> <p>2. Establishment of welfare centres for the handicapped and destitute.</p> <p><u>XIII. Poverty Alleviation</u></p> <p>1. Providing infrastructure facilities for self employment programme.</p> <p><u>XIV. Development of Scheduled Caste-Scheduled Tribe</u></p> <p>1. Management of post metric hostels.</p> <p>2. Management of vocational training centres for the Scheduled Caste/Scheduled Tribes.</p> <p><u>XV. Sports and Cultural Affairs.</u></p> <p>1. Construction of stadium.</p>	<p>housing.</p> <p>2. Promotion of housing co-operative societies.</p> <p><u>VII. Electricity and Energy</u></p> <p>1. Development of conventional energy sources.</p> <p><u>VIII. Education</u></p> <p>1. Management of Government Industrial Training Institutions.</p> <p><u>IX. Public Works</u></p> <p>1. Maintenance of Village roads connecting more than one village Panchayat within the Block Panchayat and other roads vested in Block Panchayat.</p> <p>2. Construction of buildings for institutions transferred from Government.</p> <p><u>X Public Health and Sanitation</u></p> <p>1. Running of community health centres and Taluk Hospitals with all systems of medicine within the Block Panchayat.</p> <p><u>XI Social Welfare</u></p> <p>1. Management of I.C.D.S.</p> <p><u>XII Poverty Alleviation</u></p> <p>1. Planning and implementation of employment assurance schemes in co-ordination with the Village Panchayat.</p> <p>2. Skill up gradation of poor for self</p>	<p>5. Provide minimum basic facilities for fishermen families.</p> <p>6. Implementation of fishermen Welfare Schemes.</p> <p><u>V. Social Forestry</u></p> <p>1. Growing trees for cattle feed, fire wood and growing of fruit trees.</p> <p>2. Organize campaigns for planting of trees and to build environmental awareness.</p> <p>3. Afforestation of waste land</p> <p><u>VI. Small Scale Industries</u></p> <p>1. Promotion of cottage-village industries.</p> <p>2. Promotion of handicrafts.</p> <p>3. Promotion of traditional and mini industries.</p> <p><u>VII. Housing</u></p> <p>1. Identification of the homeless people and the <i>poramboke</i> dwellers and provide them with lands for house construction and with houses.</p> <p>2. Implementation of rural housing programmes.</p> <p>3. Implementation of shelter up gradation programmes.</p> <p><u>VIII. Water Supply</u></p> <p>1. Management of water supply schemes within a village Panchayat.</p> <p>2. Setting up of water supply schemes within a Village Panchayat.</p> <p><u>IX. Electricity and Energy</u></p> <p>1. Installation and maintenance of streetlights.</p> <p>2. Encourage the consumption of bio-gas.</p> <p><u>X. Education</u></p> <p>1. Management of Government Pre-primary Schools and Primary Schools.</p> <p>2. Implementation of literacy programmes.</p> <p>3. Management and promotion of reading rooms and libraries.</p> <p><u>XI. Public Works</u></p> <p>1. Construction and maintenance of village roads within a village Panchayat.</p> <p>2. Construction of buildings for institutions including those transferred from the Government.</p> <p><u>XII. Public Health and Sanitation</u></p> <p>1. Running of dispensaries, Primary Health Centres and Sub-centres (with all systems of medicines.)</p> <p>2. Management of maternity and Child Welfare Centres.</p> <p>3. Carry out immunization and other preventive measures.</p> <p>4. Implementation of family welfare programme.</p> <p>5. Implementation of sanitation programmes.</p> <p><u>XIII. Social Welfare</u></p> <p>1. Running of Anganwadis</p> <p>2. Sanctioning and distribution of pension to destitute, widows, handicapped and agricultural labourers.</p> <p>3. Sanctioning and distribution of unemployment wages.</p> <p>4. Sanctioning of financial assistance for the marriage of the daughters of widows.</p> <p>5. Implementation of Group Insurance Scheme for the poor.</p> <p><u>XIV. Poverty Alleviation</u></p> <p>1. Identifying the poor.</p> <p>2. Implementation of self employment and Group Employment Schemes for the poor especially for women.</p> <p>3. Providing community assets of continuing benefits to the poor.</p>
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<u>XVI. Co-operation</u> 1. Organization of co-operatives within the limits of District Panchayat. 2. Strengthening of the co-operative institutions.	employment and giving wage employment for people below poverty line. <u>XIII. Scheduled Caste/Scheduled Tribe Development</u> 1. Management of pre-metric hostels. 2. Promotion of Co-operative Societies means for Scheduled Caste/Scheduled Tribes. <u>XIV. Co-operation</u> 1. Organizing co-operatives within the jurisdiction of block Panchayat. 2. Strengthening of co-operative institutions.	<u>XV. Scheduled Caste-Scheduled Tribe Development</u> 1. Implementation of beneficiary oriented schemes under S.C.P., T.S.P. 2. Running of nursery schools for Scheduled Caste-Scheduled Tribes. 3. Arrange basic facilities in Scheduled Caste-Scheduled Tribe Colonies. 4. Provide assistance to Scheduled Caste-Scheduled Tribe Students. 5. Provide discretionary assistance to scheduled Caste-Scheduled Tribe when necessary. <u>XVI. Sports and Cultural Affairs</u> 1. Construction of playgrounds. 2. Establishment of Cultural Centres. <u>XVII. Public Distribution System</u> 1. Examining the complaints against the Public Distribution System and find out and implement remedial measures. 2. Organize campaigns against offences relating to weights and measures. 3. General supervision and guidance of Ration Shops, <i>Maveli</i> Stores, <i>Neethi</i> Stores and other public distribution systems and start new public distribution centres, if necessary. <u>XVIII. Natural Calamities Relief</u> 1. Protection of Relief Centres. 2. Conduct works relating to natural calamity. The work to compensate damages caused to the assets should be done by the respective Panchayats. <u>XIX. Co-operation</u> 1. Organize Co-operative societies within the boundaries of village Panchayat. 2. Strengthen [the existing co-operative institutions]
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Source: Kerala Panchayat Raj Act, 1994

Functions Assigned by the Activity Mapping.

Though the Kerala Panchayat Raj Act 1994 has attempted to define the functional areas of the different tiers of Panchayats as precise as possible, there are lack of clarity and ambiguity particularly in the case of productive sectors. It is argued that there is clarity regarding the functions under infrastructure and service sectors. The same is the case with institutions whereas the situation is complex in the functions of local economic development sector where larger degree of inter -tier relationship demands for effective functioning. In other words, it may be difficult to keep a higher level sphere autonomy within the framework of inter -tier relationship among the Panchayats. The experiences of the working of the Panchayats in the last two decades show that there were overlaps and lack of clarity in the functional domain between

State Government and Panchayats in one side and among different tiers of Panchayats on the other side. In this context, the activity mapping is a step in the right direction as it attempts to endorse one of the cardinal doctrines of devolution (principle of subsidiary) of functions that what is appropriate for a given situation by considering a variety of factors should be engaged at that spatial location and not by any other spatial level. In Kerala, the State Planning Board took the responsibility of preparing the activity mapping. As a result, two committees had been constituted for the construction of the activity mapping and they are Steering Committee and Working Groups. The entire exercise had been supervised by the Steering Committee consisting of concerned Secretaries and Directors of the Government of Kerala. It is reported the 18 Working Groups were constituted for carrying out the exercise. The working group had identified each and every overlapping item in different sectors among the assigned functions to the Panchayats as per the Act and prepared a draft document for each sector with allocating specific responsibilities among the Panchayats. The draft document was widely discussed and validated at the working group level and it was submitted to the State Planning Board. The activity mapping has covered 18 development sectors (subjects) such as agriculture, animal husbandry, dairy and etc. Total 382 activities were identified and social welfare had the maximum number of 88 activities whereas water supply had the minimum of one. Under allocation of responsibilities among the three tier Panchayats, Village Panchayat had maximum number of 810 responsibilities. In the case of Block Panchayat the number of responsibilities was registered as 376 whereas it was 554 for the District Panchayat. It is interesting to note that the Village Panchayat had been loaded with 110 sanitation related responsibilities which is the highest among the tiers. The major contribution of the activity mapping is that it has also been listed the responsibilities of the State Government.

Table No 3.2: Details on Activity Mapping

SL No	Subjects	Number of Activities	Number of Allocation of Responsibilities Among Panchayats		
			Village Panchayat	Block Panchayat	District Panchayat
1	Agriculture	12	51	24	49
2	Animal Husbandry and Dairy	33	61	58	76
3	Fisheries	53	72	30	43
4	Social forestry	9	24	5	19
5	Poverty Alleviation, Public Distribution and Natural Calamities	20	84	41	45
6	Cooperation	3	7	8	12
7	Minor Irrigation n	2	12	12	12
8	Power and Energy	8	23	3	8
9	Small Scale Industries	14	11	10	18
10	General Education, Vocational Education and Adult Education	11	22	1	29
11	Sports and Cultural Affairs	13	24	2	16
12	Health	28	33	24	18
13	Sanitation	25	110	17	24
14	Water Supply	1	16	1	2
15	Housing	12	11	4	9
16	Scheduled Castes & Scheduled Tribes Department	31	41	16	13
17	Social Welfare	88	151	83	119
18	Public Works and Town Planning	19	57	37	42
	Total	382	810	376	554

Source: Activity Mapping of Local Self Governments in Kerala, Govt. of Kerala

TableNo.3.3: Functions as per Legislation, Activity Mapping & Field Situation

Functions	DP	BP	GP
As per Kerala Panchayat Raj Act	16	14	19
As per Activity Mapping	26	26	26
Originally functioning	18	19	20

Source: Kerala Panchayat Raj Act 1994, Activity Mapping of Local Self Government in Kerala and Field Survey

Table No 3.4: Field Situation of Functional Devolutions to the Panchayats

FUNCTIONS	DP	BP	GP
1. Agriculture, including Agricultural Extension.	✓	✓	✓
2. Land improvement Implementation of Land Reforms, consolidation and Soil Conservation.	×	×	✓
3. Minor Irrigation, Water Management and Watershed Development.	×	×	✓
4. Animal Husbandry, Dairying and Poultry.	✓	✓	✓
5. Fisheries.	✓	✓	✓
6. Social Forestry and Farm Forestry.	×	×	×
7. Minor Forest Produce.	×	×	×
8. Small Scale Industries, including Food Processing Industries.	✓	✓	✓
9. Khadi, Village and Cottage Industries.	×	×	×
10. Rural Housing.	✓	✓	✓
11. Drinking Water.	✓	×	✓
12. Fuel and Fodder.	×	×	×
13. Roads, Culverts, Bridges, Ferries, Waterways and other Means of Communication.	✓	✓	✓
14. Rural Electrification, including Distribution of Electricity.	×	✓	✓
15. Non-Conventional Energy Sources.	×	✓	×
16. Poverty Alleviation Programme.	✓	✓	✓
17. Education, including Primary and Secondary Schools.	✓	✓	✓
18 Technical Training and Vocational Education.	✓	×	×
19. Adult and Non-Formal Education.	×	×	✓
20. Libraries.	✓	✓	✓
21 Cultural Activities.	✓	✓	✓
22. Markets and Fairs.	✓	✓	×
23. Health and Sanitation, including Hospitals, Primary Health Centres and Dispensaries.	✓	✓	✓
24. Family Welfare.	×	✓	×
25. Women and Child Development.	✓	✓	✓
26. Social, including Welfare of the Handicapped and Mentally Retarded.	✓	✓	✓
27. Welfare of the Weaker Sections, and in particular, of the Scheduled Castes and the Scheduled Tribes.	✓	✓	✓
28. Public Distribution System.	×	×	×
29. Maintenance of Community Assets.	✓	✓	✓

Source: Data Collected from District Panchayat, Block Panchayat and Village Panchayat

Actual Activities Performed by the District Panchayats

In this part an attempt has been made to document the real activities performed by the District Panchayat during the financial year of 2012-2013. All the activities of the two selected District Panchayats (Kollam & Palakkad) have been listed to understand the volume of the functional domain at the District Panchayat level. However, the data from one District Panchayat has been taken for in-depth analysis. The Kollam District

Panchayat (Kollam) has implemented 138 projects (activities) under 18 heads of subjects during the 2012-2013 with the support of different sources such as own fund, development fund, maintenance fund etc. Under the subject, 'welfare of weaker sections' (SCs & STs) had the highest number of activities (34) and it was followed by infrastructure (construction of road, culvert and bridges), with 22 activities. The performance on activity wise data shows that under education and agriculture there are 13 activities each (Table No 3.5).

Table No3.5: Functions/Activities (Subject Wise) Performed by the District Panchayat,(Kollam) – 2012-2013

Sl.No.	Name of the Subjects	No. Functions /Activities Performed
1.	Agriculture, including Agricultural Extension.	13
2.	Land Improvement, Implementation of Land Reforms, Land Consolidation and Soil Conservation.	0
3.	Minor Irrigation, Water Management and Watershed Development.	0
4.	Animal Husbandry, Dairying and Poultry.	3
5.	Fisheries.	3
6.	Social Forestry and Farm Forestry.	0
7.	Minor Forest Produce.	0
8.	Small Scale Industries, including Food Processing Industries.	1
9.	Khadi, Village and Cottage Industries.	0
10.	Rural Housing.	2
11.	Drinking Water.	1
12.	Fuel and Fodder.	0
13.	Roads, Culverts, Bridges, Ferries, Waterways and other Means of Communication.	22
14.	Rural Electrification, including Distribution of Electricity.	0
15.	Non-Conventional Energy Sources.	0
16.	Poverty Alleviation Programme.	0 Implemented through Village Panchayats and included under the heads of 'Others' & 'Rural Housing')
17.	Education, including Primary and Secondary Schools.	13
18.	Technical Training and Vocational Education.	1
19.	Adult and Non-Formal Education.	0
20.	Libraries.	0 (Available only in Palakkad)
21.	Cultural Activities.	0 (Financial assistance to Village Panchayats and included in the head 'Others')
22.	Markets and Fairs.	1
23.	Health and Sanitation, including Hospitals, Primary Health Centres and Dispensaries.	12
24.	Family Welfare.	0

25.	Women and Child Development.	9
26.	Social Welfare, including Welfare of the Handicapped and Mentally Retarded.	4
27.	Welfare of the Weaker Sections, and in particular, of the Scheduled Castes and the Scheduled Tribes.	34
28.	Public Distribution System.	0
29.	Maintenance of Community Assets.	0
30.	Others	19
G.Total		138

Source: Data Collected from District Panchayats (Kollam & Pallakad).

1. **Agriculture, including Agricultural Extension:** Agriculture function is covered in both the selected District Panchayats. The District Panchayat, Kollam had performed 13 activities. Since agriculture farms are transferred to District Panchayats, farm development had been given more importance. It covers mechanization, and infrastructure of the seed farms of coconut nursery and horticulture. In addition to this, paddy cultivation was also taken as an activity under agriculture. Out of the 13 activities under agriculture, all are based either on the provisions of Kerala Panchayat Raj Act or on the activity mapping or both. Overlapping of activity was visible only in the case of paddy cultivation (*Vadakancherry model*) which may be more feasible for other two tiers of Panchayats. More over; this activity had been implemented successfully by one of the Block Panchayats in the district of Kollam.

2. **Land Improvement, Implementation of land Reforms, Land Consolidation and Soil Conservation:** No activity was undertaken by the District Panchayat during this period.

3. **Minor Irrigation, Water Management and Watershed Development:** No activity was undertaken.

4. **Animal husbandry, dairying and poultry:** It was covered by both the selected District Panchayats. The Panchayat implemented three projects under this sector during this period and spent an amount of Rs. 6.369 lakhs. The activities are (i) supply of cattle feed and medicine; (ii) dairy farm development; and (iii) quail (*kada*) rearing. District Veterinary Officer was in charge of the Project.

5. **Fisheries:** Out of the two selected District Panchayats, the functions under fisheries had been covered only in one Panchayat which is a coastal district. Three

activities were taken by the Panchayat and they are (i) ornamental fish culture, (ii) running cost for hatchery and (iii) improvement of fish market. As per the viability analysis, Gram Panchayats may be more suitable to take up the ornamental fish culture. The District Panchayat had spent an amount of Rs.22.15 lakhs for implementing three projects in this sector. The District Fisheries Officer was in charge of the Project.

6. **Social Forestry and Farm Forestry:** No activity was undertaken
7. **Minor Forest Produce:** No activity was undertaken.
8. **Small Scale Industries, including Food Processing Industries:** Under this sector both the District Panchayats had performed activities. During this period, the District Panchayat, Kollam implemented one project under this sector and an amount of Rs.5.00 lakhs was spent. The activity was the construction of a rice mill and it was implemented with the support of a Gram Panchayat under a joint venture project. In the other District Panchayat (Palakkad), a package of functions were covered under the sector for the development of pottery and other traditional artisans. Since Palakkad is known for traditional artisans the involvement of the District Panchayat and the respective functional domain had greater significance. It was implemented by the District Industries Officer.
9. **Khadi, Village and Cottage Industries:** Under this sector no function had been performed by both of the Panchayats.
10. **Rural Housing:** Since housing was a top priority in the State, both the selected District Panchayats have projects under the sector. Though seemingly housing sector ought to have been better performed by the Village Panchayats, there were special sanction order from the State which allows the District Panchayats to cover functions under housing. It is noticed that the highest amount was spent by the Kollam District Panchayat was for the Rural Housing Scheme and Rs.778.95 lakhs was spent for two Projects. Three more housing related projects were implemented under Welfare of the weaker sections with an expenditure of Rs.12.57 lakhs. Project Director of the Poverty Alleviation Unit (PAU) was assigned the work for implementation.

- 11. Drinking Water:** Both the selected District Panchayats had activities under drinking water sector. Only one project was implemented by the District Panchayat, Kollam and Rs.0.68 lakhs under drinking water sector during this period. Executive Engineer, Local Self Government Department implemented the project. (In addition to this 21 projects were implemented under the head, 'Welfare of the Weaker Sections' with an expenditure of Rs.146.33 lakhs. But officially it is not included in the Drinking Water sector)
- 12. Fuel and fodder:** No activity was undertaken.
- 13. Roads, Culverts, Bridges, Ferries, Waterways and Other Means of Communication:** In both the District Panchayats had performed the maximum number of activities under this sector. As per the empirical evidence 22 assignments had been covered in the District Panchayat Kollam under this sector. A careful reading the activities by the Panchayat under this sector gives an impression that almost all the assignments are small in nature in terms of cost ,coverage and target . Not even a single activity was covered even in two Village Panchayats. The possible explanation was that in many cases the total allocated amount under the sector may be divided among the number of elected representatives. And therefore, the possibility of performing major activity was hardly ever occurred under this sector .It is surprised to note that there were nine footpaths and out of which the estimated expenditure of one work was less than one lakh (Rs 0.95 lakh). By assessing the existing functional capability of the Gram Panchayats, all the 22 activities ought to have been successfully performed by them. In other words, this may be a typical case to be documented which works against the 'principle of subsidiarity' (what is appropriate for a given level has been done by that tier of Panchayat but not by a higher level). This may have serious implications (negative?) in the potential domain of devolution of functions. An amount of Rs.141.54 lakhs was spent by the District Panchayat for implementing 22 projects. Executive Engineer, Local Self Government Department was the implementing officer. (In addition to this eight projects were implemented under the head 'Welfare of the Weaker Sections' with an expenditure of Rs.66.80 lakhs and it is not classified under this head)

14. **Rural Electrification, including Distribution of Electricity:** No activity was undertaken during this period.
15. **Non-Conventional Energy Sources:** No activity was undertaken.
16. **Poverty Alleviation Programme:** Different activities (bio gas plant, waste management etc.) were under taken during this period. These items are mentioned in under the head 'Others'. These programmes were not directly implemented by the District Panchayats.
17. **Education, including Primary and Secondary Schools:** Since education is the major assigned function of the District Panchayats as per the Act, both the selected District Panchayats had taken up number of activities under education. Total 13 activities were covered in the case of District Panchayat. The District Panchayat had covered mainly two types of activities such as (i) maintenance of transferred educational institutions and (ii) innovative projects under the jurisdiction of the District Panchayat. The maintenance cost of the institutions was met by maintenance fund whereas the initiative projects by plan fund (development fund). During this period, Rs.70.83 lakhs was spent by the Panchayat for implementing 13 projects. The District Education Officer (DFO) was asked to implement the activities (One more project was implemented in this sector under the head 'Welfare of the Weaker Sections' with an expenditure of Rs.79.99 lakhs. But it is officially not classified under this head).
18. **Technical Training and Vocational Education:** There was only one project under this function and Rs.088 lakhs was spent by the Panchayat for the project. The activity was the development of vocational training centre and the headmaster of the respective school had implemented the work.
19. **Adult and Non-Formal Education:** No activity was undertaken by the Panchayat during this period.
20. **Libraries:** Out of the two selected District Panchayats, only one (Palakkad) had covered the activities under library. No activity was undertaken during this period by other District Panchayat.
21. **Cultural Activities:** Functions related to culture were performed only by the District Panchayat Palakkad. As per the Act, under the head 'culture' only

“construction of stadium” was assigned to District Panchayat. “Rare items of arts and cultural symbols be copied in compact disk, organize district level festivals, best performing artists may be recognized at district level” were assigned to the District Panchayat by the activity mapping. Three activities performed by the District Panchayat, Palakkad were precisely as per the provisions of the Act. District Panchayat had contributed Rs.2.00 lakhs for conducting *Keralolsavam* in the other district.

22. **Markets and Fairs:** A market centre was developed by the Panchayat (Palakkad) under the sector. This activity may be an overlapping /encroachment to the functional domain of the Gram Panchayat. As per the nature of the activity, the Gram Panchayat may be a suitable tier to be assigned the function. The total cost was Rs.4.00 lakhs. The Executive Engineer, Local Self Government Department was the implementing officer.

23. **Health and Sanitation, including Hospitals, Primary Health Centres and Dispensaries:** Functions under health had been covered by both the two selected District Panchayats. Since the district level health institutions had been transferred to the District Panchayats, it had to provide supplementary/additional medicines to the District Hospitals of all medical systems. Some of the innovative functions (under health) performed by the District Panchayat of Kollam need special attention. They are (i) Nutritional Food for HIV Positive People, (ii) Palliative Care Units of Modern and Homeo Systems, (iii) autism Clinic and (iv) Thyroid Research Centre. However, there were examples to show that the District Panchayat had encroached to the functional domain of the Gram Panchayats. As per the evidence, a clear example can be cited; the District Panchayat had conducted a health camp in one of the SC colonies of a Gram Panchayats with estimated cost of Rs. 0.20 lakhs. During this period Rs. 108.02 lakhs was spent by the District Panchayat for implementing 12 projects. The District Health Officer (DHO) was the implementing officer

24. **Family welfare:** No activity was undertaken.

25. **Women and Child Development:** Functions under this sector were performed by both the District Panchayats. Total there were nine projects as per the data from

the District Panchayat of Kollam and out of which five were on Anganwadis. And in this context one may stand that Anganwadis were transferred to Gram Panchayats. Evidence suggested that this may be an area of overlaps of functions among the different tiers of Panchayats. There were two activities performed by the Panchayat needs special appreciation; one was '*Saranalayam*' and another was 'hearing equipments for new born babies'. The District Panchayat, Kollam spent an amount of Rs.40.81 lakhs for implementing nine projects under this category. The District Social Welfare Officer was assigned to implement the activities.

26. Social Welfare, including Welfare of the Handicapped and Mentally

Retarded: Both the selected Districts Panchayats had covered innovative activities. The District Panchayat Kollam had performed four activities under the subject and they are (i) old age home, (ii) Scholarship for mentally challenged students, (iii) counseling centre for students and (iv) rehabilitation of autism patients. Performance of these types of activities had not only expanded the functional domain of the District Panchayats but also added certain amount of good will and efficacy of the Panchayat. Rs. 8.84 lakhs was spent for the four projects. The District Social Welfare Officer was assigned to implement the activities.

27. Welfare of the Weaker Sections, and in particular, of the Scheduled Castes

and the Scheduled Tribes: Though functions under this sector were not directly covered by both the selected District Panchayats, the activities had covered under other different heads. The data on District Panchayat, Kollam indicates that under this sector there are 34 projects implemented in five sector, such as rural housing with three projects with an expenditure of Rs.12.57 lakhs, 21 projects under drinking water sector with an expenditure of Rs.146.33 lakhs, eight projects are implemented under Roads, culverts, bridges, ferries, waterways and other means of communication with an expenditure of Rs.66.80 lakhs, One project under education sector and Rs.79.99 lakhs was spent and finally one project under health sector for conducting a medical camp in a SC colony with an expenditure of Rs.0.20 lakhs. There is no specific officer who is in charge of the activities under

the head .The respective officers of the district as per the nature of the subject was given the responsibility to implement the Project .

28. The **Public Distribution System:** No activity was undertaken
29. **Maintenance of Community Assets:** Since there was separate assistance from the State Government for keeping the transferred institutions in tact the District Panchayat had not proposed any separate activity under the head ‘maintenance of community assets’. The District Panchayat had not spent any amount under this item.
30. **Others:** There were 19 activities under 15 projects under ‘others’ and Rs164.88 was spent for this sector. Following are the details of the projects:
 - a. **Waste Management Unit:** As per the Act, “the collection and disposal of solid waste and regulation of liquid waste disposal was assigned as one of the mandatory functions of the Gram Panchayat” and no function on this sector was assigned to District Panchayat. According to the activity mapping, the District Panchayat has asked to perform two functions such as, (i) “promote use of compost -organic farming and (ii) research and development needs assessment”. However, both the District Panchayats had performed activities related to waste management under this sector and the nature of the activities was similar to that of assigned to Gram Panchayat. In District Panchayat, Palakkad out of the four activities two were small projects worth of less than one lakh. Therefore, it may be a functional overlapping. There are three projects under waste management. Rs.2.53 was spent for implementing this project in the other District Panchayat. Under the project, District Panchayat had given assistance to the selected Gram Panchayats to launch waste management units.
 - b. **Bio Gas Plant:** The District Panchayat was spent an amount of Rs.5.00 lakhs for this project. The project was not implemented by the District Panchayat. But it had given assistance to the selected Gram Panchayats to launch bio gas plant.
 - c. **Plan Formation:** An amount of Rs.0.93 lakhs was spent for the plan formulation of the District Panchayat. The aim of the project was to cover the

plan formation activities .The Secretary of the Panchayat was put as the implementing officer.

- d. **Plan Monitoring:** As per the provisions of the Act, decentralized planning is one of the major functions of the District Panchayat .The Act says that the District Panchayat has to prepare and implement the schemes in the subjects specified therein, for economic development and social justice .The Government of Kerala had issued guidelines for the preparation of plan document in which it was mentioned that District Panchayat could be able to spend for plan related functions. As such both the selected district Panchayats had performed functions related to plan preparation. An amount of Rs.0.58 was spent for this purpose by one of the District Panchayat. The Secretary of the Panchayat was put as the implementing officer. The aim of the project was to cover the plan monitoring expenses activities.
- e. **Keralolsavam:** Rs.2.00 lakhs was spent by the District Panchayat for this project. The Secretary of the Panchayat was put as the implementing officer. Under the project culture activities were conducted by the District Panchayat.
- f. **Maintenance of Machinery:** For the maintenance of machinery, the District Panchayat spent Rs.1.49 lakhs for repairing the public addressing system in the conference hall. The Executive Engineer, Local Self Government Department was the implementing officer.
- g. **Good Governance:** As part of good governance initiative, the one District Panchayat had selected an activity for good governance whereas it was absent in the other District Panchayat (Palakkad). This was a new area in the functional domain of District Panchayats. An amount of Rs.23.00 lakhs was spent by the District Panchayat for constructing an open air auditorium.The Executive Engineer, Local Self Government Department was the implementing officer.
- h. **Vision India Project:** Rs.2.00 lakhs was spent for this project The Secretary of the Panchayat was put as the implementing officer.
- i. **Laboratory for Commercial Institute:** An amount of Rs.4.98 lakhs was spent for set up a laboratory for commercial institute at the district level. The

Executive Engineer, Local Self Government Department was the implementing officer.

- 30.1. ***IKM website:*** Rs. 0.06 was spent for website. The amount is spent for annual subscription
- 30.2. ***Technical help IKM:*** An amount of Rs.2.13 lakhs was spent for technical assistance form Information Kerala Mission (IKM). The Secretary of the Panchayat was put as the implementing officer.
- 30.3. ***Tsunami Building Construction:*** Since the Tsunami had been badly affected in one of the selected districts in 2004; it was quite natural that the District Panchayat had taken a few activities related to the rehabilitation of Tsunami affected people and the eco restoration of the area. Three school buildings were constructed by the District Panchayat with the support of additional grant from the State Government and it is interesting to note that a few Gram Panchayats were contributed financial support to the activity. An amount of Rs.14.54 lakhs was spent for completing the building construction under tsunami rehabilitation. Additional financial support was given for constructing three school buildings under the project. The Executive Engineer, Local Self Government Department was the implementing officer.
- 30.4. ***Running cost of Transferred Institutions:*** An amount of Rs.99.71 lakhs was spent for the transferred institution under the District Panchayat as running cost. The Secretary of the Panchayat was put as the implementing officer. District hospital had been developed under the project.
- 30.5. ***Renovation of Conference Hall of District Panchayat:*** Rs. 1.00 lakhs was spent for the renovation of the conference hall of the District Panchayat .The Executive Engineer, Local Self Government Department was the implementing officer.
- 30.6. ***Social Security:*** One Panchayat had taken singly activity (distribution of food to destitute) under social security sector whereas it was absent in the other District Panchayat (Palakkad). This activity may be an overlapping /encroachment to the functional domain of the Gram Panchayat. As per the capacity assessment of the Gram Panchayat function ought to have been better

performed by the Gram Panchayat An amount of Rs.5.00 lakhs was spent for this project The Secretary of the Panchayat was put as the implementing officer.

30.7. **Canal Management:** It had taken as a separate function in one of the selected District Panchayats (Palakkad). Since Palakkad is having canal irrigation for paddy cultivation, the canal management function was a long standing demand from the farmers. Though canal management is a separate function it may be accommodated in the functional domain of minor irrigation which was assigned for District Panchayat.

Actual Activities Performed by the Block Panchayats

An attempt has been made to document the real activities performed by the Block Panchayats during the financial year of 2012-2013. All the activities of all the four selected Block Panchayats (Attapady ,Chavara ,Malamluzha & Ochira) have been listed to understand the volume of the functional domain at the Block Panchayat level. However, the data from one Block Panchayat has been taken for in-depth analysis. The Ochira Block Panchayat (Ochira) has implemented 80 projects (activities) under 19 heads of subjects during the 2012-2013 with the support of different sources such as own fund, development fund, maintenance fund etc. Under infrastructure (construction of road, culvert and bridges), the highest number of activities (24) are performed. The performance on activity wise data shows that the subject under welfare of weaker sections and SCs &STs, there is 10 activities and followed by social welfare and Maintenance of Community Assets with six activities each (Table No.3.6).

Table No3.6: Functions/Activities (Subject Wise) Performed by the Block Panchayat(Ochira) – 2012-2013.

Sl.No.	Name of the Subjects	No. Functions /Activities Performed
1.	Agriculture, including Agricultural Extension.	2
2.	Land Improvement, Implementation of Land Reforms, Land Consolidation and Soil Conservation.	0 (not available in 4 selected Panchayats)
3.	Minor Irrigation, Water Management and Watershed Development.	0 (not available in 4 selected Panchayats)
4.	Animal Husbandry, Dairying and Poultry.	2
5.	Fisheries.	0 (Not available in Ochira, but available in other cases)
6.	Social Forestry and Farm Forestry.	0 (not available in 4 selected Panchayats)

7.	Minor Forest Produce.	0 (not available in 4 selected Panchayats)
8.	Small Scale Industries, Including Food Processing Industries.	3
9.	Khadi, Village and Cottage Industries.	0 (not available in 4 selected Panchayats)
10.	Rural Housing.	5
11.	Drinking Water.	0 (not available in 4 selected Panchayats)
12.	Fuel and Fodder.	0 (not available in 4 selected Panchayats)
13.	Roads, Culverts, Bridges, Ferries, Waterways and other Means of Communication.	24
14.	Rural Electrification, including Distribution of Electricity.	0 (Not available in Ochira but available in other cases)
15.	Non-Conventional Energy Sources.	0 (Not available in Ochira but available in other cases)
16.	Poverty Alleviation Programme.	0 (included in different heads hence it is numbered at appropriate places)
17.	Education, including Primary and Secondary Schools.	1
18.	Technical training and Vocational Education.	0 (not available in 4 selected Panchayats)
19.	Adult and non-Formal Education.	0 (not available in 4 selected Panchayats)
20.	Libraries.	1
21.	Cultural Activities.	1
22.	Markets and Fairs.	1
23.	Health and Sanitation, including Hospitals, Primary Health Centres and Dispensaries.	2
24.	Family Welfare.	1
25.	Women and Child Development.	3
26.	Social Welfare, including Welfare of the Handicapped and Mentally Retarded.	6
27.	Welfare of the Weaker Sections, and in Particular, of the Scheduled Castes and the Scheduled Tribes.	10
28.	Public Distribution System.	0 (not available in 4 selected Panchayats)
29.	Maintenance of Community Assets.	6
30.	Others	12
G.Total		80

Source: Data Collected from Block Panchayats (Attapady ,Chavara ,Malamluzha & Ochira)

1. Agriculture, including Agricultural Extension: Out of the four selected Block Panchayats, the functions under agriculture had performed in all the cases. Two projects are implemented and an amount of Rs.3.80 lakhs was spent by the Block Panchayat, Ochira. It is observed that very less importance is given to this sector. The implementation of the project was assigned to the Assistant Director of Agriculture. The actual activities are (i) renovation of inter crop –through *Kudumbasree* units; and (ii) giving financial support to one Gram Panchayat

(Thodiyoor) for developing *Vadakancherry Model Paddy Cultivation*. It is noticed that the same activity ('vadakancherry model paddy cultivation') was reflected in the District Panchayat of Kollam and therefore one can assert that there was duplication of functions among the different tiers of Panchayats. As per the Act, the District Panchayat is entitled to provide financial support to the Gram Panchayats. After examining the agriculture functions performed by the four selected Block Panchayats one may come to the conclusion that there was no forward and backward linkages between Gram Panchayats and Block Panchayats. The Assistant Director of Agriculture was the implementing officer.

2. **Land improvement, implementation of land reforms, land consolidation and soil conservation:** No activity was undertaken by any of the four selected Block Panchayats during this period.
3. **Minor irrigation, water management and watershed development:** No activity was undertaken in any of the Block Panchayats from the sample during this period.
4. **Animal Husbandry, Dairying and Poultry:** Three Panchayats had functions related to animal husbandry out of the four selected Block Panchayats. The Ochira Block Panchayat where two activities had been performed; one was on distribution of cattle feed to dairy farm and second was on providing support to a veterinary clinic maintenance which was located in a Gram Panchayat (Thodiyoor). The two activities ought to have been performed better by the Gram Panchayats. In this context, there may be functional duplication between the Block Panchayats and Village Panchayats. These projects are implemented and Rs 6.13 lakhs was spent by the Block Panchayat. The Dairy Extension Officer was assigned to take up the activity.
5. **Fisheries:** It was noticed that in all the selected Panchayats, the activities under this sector had very little scope. Therefore, the fishery related functions had covered only by two Block Panchayats and no activity was undertaken by the Ochira Block Panchayat during this period.
6. **Social Forestry and Farm Forestry:** No activity was undertaken in any of the four selected Panchayats.

- 7. Minor Forest Produce:** No activity was undertaken by any of the Block Panchayat during this period
- 8. Small scale industries, including food processing industries:** Covered only in Ochira Block Panchayat. An amount of Rs.7.45 lakhs was spent and three projects were implemented under this sector. The activities are (i) maintenance small industrial units, (ii) installation of transformer to a mini industry centre, and (iii) establishment of fish refinery & trade unit for women groups. It was implemented by the industrial extension officer.
- 9. Khadi, village and cottage industries:** No activity was undertaken in any of the Panchayats.
- 10. Rural Housing:** Covered in three Panchayats. The Block Panchayat Ochira was succeeded to implement five projects and an amount of Rs.178.99 lakhs was spent for this sector. Panchayat Secretary was in charge of the Project. The implementation and additional support to IAY was the activity under the subject.
- 11. Drinking Water:** No activity was undertaken in any of the selected the Panchayat during this period.
- 12. Fuel and fodder:** No activity was undertaken in any of the selected Panchayats.
- 13. Roads, Culverts, Bridges, Ferries, Waterways and Other Means of Communication:** These activities are covered in all the selected Panchayats. Highest number of project was implemented under this sector with 24 projects and an amount of Rs. 72.58 lakhs was spent in Ochira block Panchayat. An average of Rs. 3.02 lakhs was spent for each project. Road construction and repair was the major activity. The Assistant Executive Engineer was asked to implement the project.
- 14. Rural Electrification, including Distribution of Electricity:** No activity was undertaken by the Ochira Block Panchayat during this period but it was seen in another selected Panchayats.
- 15. Non-Conventional Energy Sources:** Covered only in one Panchayat. However, no activity was undertaken by the Ochira Block Panchayat during this period.
- 16. Poverty Alleviation Programme:** Covered in all the four Panchayats. It is important to note that only very limited amount was spent for this purpose under

SGSY with an amount of Rs 0.11 lakhs during this period. The Secretary had implemented the project.

17. Education, including Primary and Secondary Schools: As per the Act, only one function had been listed under Block Panchayats and it is on the management of government industrial training institutions whereas no function by activity mapping. However, three selected Block Panchayats had performed functions related to education. Two activities had covered in the Ochira Block Panchayat on functions indirectly related to education and it was performed with the support of special permission from the Government .The projects were implemented by the Block Panchayat and Rs.2.00 lakhs was spent. Head Master of the respective school had implemented the project.

18. Technical training and vocational education: No activity was undertaken in any of the Panchayats during this period.

19. Adult and non-formal education: No activity was undertaken by any of the Block Panchayats during this period.

20. Libraries: Covered only in the Block Panchayat, Ochira. One project was implemented for providing computers for 14 libraries and an amount of Rs.2.21 lakhs was spent for this purpose. The Secretary had implemented the project.

21. Cultural Activities: Covered in three Panchayats. In the Block Panchayat Ochira one project was implanted under this sector for providing lecturer stand for arts and sports club and an amount of Rs.1.02 lakhs was spent for the project. The secretary was the implementation officer of the Project.

22. Markets and Fairs: The coverage under this sector was only in one Panchayat (Ochira). An amount of Rs.0.25 lakhs was spent under this sector for conducting agriculture trade fair.

23. Health and Sanitation, including Hospitals, Primary Health Centres and Dispensaries: Health functions were performed by all the four selected Bock Panchayats. Since the Community Health Centres (CHCs) were transferred to Block Panchayats they paid attention to the CHCs in all the four cases. In the Block Panchayat Ochira, there were two activities and the activities were directly related to CHCs; (i) renovation of operation theatre, and (ii) purchase of medical

equipments and medicines. While performing the role and responsibilities, there was functional clarity with the Block Panchayat. Two projects were implemented and an amount of Rs.3.97 lakhs was spent for the sector. The Medical Officer was in charge of implementing the activities.

24. Family Welfare: Activities under sector was covered only in one Panchayat (Ochira). One project was implemented by the Panchayat and an amount of Rs.3.76 lakhs was spent for the implementation of three projects. Sanitation facilities were provided to the families of the marginalized communities. The Medical Officer was in of the project.

25. Women and Child Development: Activities were covered in all the Panchayats. An amount of Rs.6.51 lakhs was spent under this sector for implementing three projects in the Panchayat (Ochira). The activities are (i) gas connection to anganawadi & school and (iii) financial support o women SHGs .The Social Welfare Officer, CDPO was in charge of the project implementation.

26. Social Welfare, including Welfare of the Handicapped and Mentally Retarded: All the four Panchatats had implemented projects under the sector. Six projects were implemented by the Block Panchayat (Ochira) and an amount of Rs.28.97 lakhs was spent during this period. The Social Welfare Officer, CDPO had implemented the project.

27. Welfare of the Weaker Sections, and in particular, of the Scheduled Castes and the Scheduled Tribes: All the four Panchayats had implemented projects under the sector. In this sector 10 projects were implemented with an expenditure of Rs.118.92 lakhs in the Block Panchayat (Ochira). It is important to note that around 23 percent of the total expenditure was spent under this sector. The Social Welfare Officer, CDPO was in charge of the project implementation.

28. Public Distribution System: No activity was undertaken in any of the selected Panchayats during this period.

29. Maintenance of Community Assets: All the Panchayats had activities under the subject. Thirteen projects were implemented by the Block Panchayat with an expenditure of Rs.60.80 lakhs.

30. Others: There are 12 projects implemented under other sector and Rs.68.58 was spent by the Block Panchayat during this period. Following are the details of the five projects:

30.1. *Infrastructure Development of SGSY* – Construction of Work Shed-Thodiyoor Gram Panchayat with an expenditure of Rs.21.00 lakhs. The Secretary had implemented the activity.

30.2. *Purchasing equipments to Institutions and Furniture to Various Standing Committees*: The Block Panchayat spent an amount of Rs.1.69 lakhs for this project.

30.3. *IKM Technical Assistance and Website Subscription*: An amount of Rs.1.96 lakhs was spent for this item. The Panchayat had given the amount directly to IKM.

30.4. *Payment for IKM(Technical Assistance/Website Subscription)*: The block Panchayat spent an amount of Rs.1.99 lakhs for project (direct payment to IKM)

30.5. *Purchasing new vehicles for Block Panchayat* : The Block Panchayat had spent Rs.6.49 lakhs for this project

30.6. *Purchasing Official Vehicle to Block Panchayat President*: An amount of Rs.7.38 lakhs was spent.

30.7. *Alappadu Panchayat Office –Bank Road Edathodu-TS Canal Side Wall Construction*: An amount of Rs.4.70 lakhs was spent for this project. (The work is classified in item no.13)

30.8. *Panayil Field-Thazhavayal Drainage Construction-Thazhava*: Rs.4.56 lakhs was spent for this work. (The work is classified in item no.13)

30.9. *Padathara field-Maveli Field –KS Puram Drainage Construction*: The Block Panchayat spent an amount of Rs.5.15 lakhs for completing this work. (The work is classified in item no.13)

30.10. *Drainage Construction-Puthan Manalel House-Parayidathu House – Alappadu*:
Rs.6.14 lakhs was spent by the Block Panchayat for this work. (The work is classified in item no.13)

- 30.11.** Velassery Colony Drainage & Footpath- Thazhava: The Block Panchayat spent an amount of Rs.3.22 lakhs for completing this work(The work is classified in item no.13)
- 30.12.** Allapadu Mukkupuzha- Kodyil House Road West side-Covering Slab to Drainage: An amount of Rs.4.30 lakhs was spent for this work. (The work is classified in item no.13)

Actual Activities Performed by the Village Panchayats

An exercise has been made here to list the real activities performed by the Village Panchayats during the financial of 2012-2013. All the activities of all the eight selected Village Panchayats (Agali, Alapadu, Akathethara, Chavara, Kulasekharapuram, Neendakara, Pudusserry, Sholayur) have been marked to understand the volume of the functional domain at the Village Panchayat level. However, the data from one Village Panchayat has been taken for in-depth analysis. The Neendakara Village Panchayat (Neendakara) has implemented 63 projects (activities) under 20 heads of subjects during the 2012-2013 with the support of different sources such as own fund, development fund, maintenance fund etc. Under infrastructure (construction of road, culvert and bridges), the highest number of activities (28) are performed. The performance on activity data wise shows that the subject under welfare of weaker sections and SCs & STs, there is 9 activities and followed by rural housing with five activities each (Table No.3.7).

Table No3.7: Functions/Activities (Subject Wise) Performed by the Village Panchayat (Neendakara) – 2012-2013.

Sl.No.	Name of the Subjects	No. Functions /Activities Performed
1.	Agriculture, including Agricultural Extension.	4
2.	Land Improvement, Implementation of Land Reforms, Land Consolidation and Soil Conservation.	0 (Activities are available under MGNREGA)
3.	Minor Irrigation, Water Management and Watershed Development.	0 (Activities are available under MGNREGA)
4.	Animal Husbandry, Dairying and Poultry.	4
5.	Fisheries.	1
6.	Social Forestry and Farm Forestry.	0
7.	Minor Forest Produce.	0
8.	Small Scale Industries, including Food Processing Industries.	0 (Not available in Neendakara but available in another one cases)
9.	Khadi, Village and Cottage Industries.	0

10.	Rural Housing.	5
11.	Drinking Water.	1
12.	Fuel and Fodder.	0
13.	Roads, Culverts, Bridges, Ferries, Waterways and Other Means of Communication.	28
14.	Rural Electrification, including Distribution Of Electricity.	0 (Not available in Neendakara but available in other 7 cases).
15.	Non-Conventional Energy Sources.	0
16.	Poverty Alleviation Programme.(MGNREGS)	0(Activities are Available under MGNREGA)
17.	Education, including Primary and Secondary Schools.	1
18.	Technical Training and Vocational Education.	0
19.	Adult and Non-Formal Education.	1
20.	Libraries.	0 (Not available in Neendakara but available in other 2 cases)
21.	Cultural Activities.	0 (Not available in Neendakara but available in other 2 cases).
22.	Markets and Fairs.	0
23.	Health and Sanitation, including Hospitals, Primary Health Centres and Dispensaries.	1
24.	Family Welfare.	0
25.	Women and Child Development.	2
26.	Social Welfare, including Welfare of the Handicapped and Mentally Retarded.	1
27.	Welfare of the Weaker Sections, and in Particular, of the Scheduled Castes and the Scheduled Tribes.	9
28.	Public Distribution System.	0
29.	Maintenance of Community Assets.	0 (Not available in Neendakara but available in other 7 cases).
30.	Others	5
G.Total		63*

**Number of works under MGNREGS was not included*

Source: Data Collected from Village Panchayats (Agali, Alapadu, Akathethara, Chavara, Kulasekharapuram, Neendakara, Pudusserri, Sholayur)

- 1. Agriculture, including Agricultural Extension:** Activities under this were covered by all the eight selected Village Panchayats. In Neendakara there were four activities under this sector and they are (i) integrated farming; (ii) plantain cultivation; (iii) coconut development; and (iv) jasmine cultivation. Agriculture Officer was in charge of the project activity, who is the transferred officer to the Village Panchayat. And an amount of Rs.4.72 lakhs was spent by the Panchayat for the implementation of the works.
- 2. Land Improvement, Implementation of Land Reforms, Land Consolidation and Soil Conservation:** Activities under this were covered in all the eight selected Village Panchayats with the support of MGNREGA. Majority of the work covered in the Panchayat (Neendakara) were related to land improvement and soil conservation.

3. **Minor Irrigation, Water Management and Watershed Development:** All the eight selected Village Panchayats had covered activities under the subject with the support of MGNREGA. It was reported that majority of the works covered in the Panchayat (Neendakara) were related to minor irrigation, water management and watershed development.
4. **Animal Husbandry, Dairying and Poultry:** All Panchayats had projects under the sector. Four projects are implemented with an expenditure of Rs.10.18 lakhs and the amount was spent from the development of animal wealth in the local area (Neendakara Panchayat). The activities were (i) distribution of chicks; (ii) distribution of ducks; (iii) dairy project (construction of cattle shed and distribution of animals; and (iv) distribution of rabbit rearing units. The Veterinary Doctor was assigned the implementation charge of the project activities.
5. **Fisheries:** Out of the eight Panchayats, the activities were covered only in three Panchayats. One project was implemented and Rs.1.96 lakhs was spent and the amount is from the 'development fund' of the Panchayat (Neendakara). The real activity was the house construction for fishermen. It is important to note that actually this work was directly connected with rural housing sector. Fisheries Inspector, a transferred officer to the Panchayat was in charge of the project implementation.
6. **Social Forestry and Farm Forestry:** No activity was undertaken in any of the Panchayats during this period.
7. **Minor Forest Produce:** No activity was undertaken in any of the Panchayats.
8. **Small Scale Industries, including Food Processing Industries:** The activity (providing infrastructure facilities to industrial unit) was available in one Panchayat. No activity was undertaken in Neendakara.
9. **Khadi, Village and Cottage Industries:** No activity was undertaken during this period.
10. **Rural Housing:** The activity has covered in all the eight selected Panchayats. The Panchayat (Neendakara) has developed five projects and implemented with an expenditure of Rs.38.61 lakhs. The scheme is implemented under convergence model by integrating (i) the 'development fund' of the Panchayat with state

sponsored project known as 'EMS Housing Scheme' and (ii) integration of development fund of the Panchayat with centrally sponsored project, IAY. The activities are (i) loan repayment of 'EMS Housing Scheme'; (ii) IAY additional fund; (iii) EMS housing loan repayment of beneficiaries under 'EMS Housing Scheme'; (iv) Renovation of house; and (v) IAY additional fund. The Panchayat Secretary was in charge of the EMS Housing Scheme whereas VEO was in charge of IAY.

11. **Drinking Water:** All the eight selected Panchayats had projects under the subject. Two projects under this sector and Rs.13.17 lakhs was spent by the Panchayat (Neendakara). Construction of water tank and construction of an open well in SC settlement are the activities and the first work was implemented by the Secretary whereas the second one by the Supervisor, ICDS.
12. **Fuel and Fodder:** No activity was undertaken during this period.
13. **Roads, Culverts, Bridges, Ferries, Waterways and other Means of Communication:** All the eight Panchayats had activities under the subject. Total were 28 works were implemented and Rs.55.48 lakhs was spent by the Panchayat (Neendakara). This is a top priority sector in terms of number of works and expenditure by the Panchayats in Kerala and the same is reflected in the eight sample Panchayats. The Secretary is the implementing officer of all the projects. The projects are (i) construction and repair of nine roads; (ii) construction and repair of seven drainages; (iii) construction and repair of nine footpaths; and (iv) construction and repair of three concrete slabs. These activities are distributed in different wards of the Panchayats.
14. **Rural Electrification, including Distribution of Electricity:** It is covered in all the seven Panchayats except in Neendakara. Village Panchayats gave financial support to Electricity Board to install electric bulbs for street light.
15. **Non-Conventional Energy Sources:** No activity was undertaken during this period.
16. **Poverty Alleviation Programme:** In all the eight selected Panchayats only MGNREGS works had implemented under this sector. During this period the Panchayat (Neendakara) succeeded to spend an amount of Rs.181.22 lakhs under

MGNREGS works. All the major permissible activities are covered under the sector. The Secretary was in charge of the programme implementation.

17. **Education, including Primary and Secondary schools:** Actually, no project was implemented under the sector. As per the direction of the State Government all eight selected the Panchayats had contributed local share to the SSA. In the local parlance it is known as 'compulsory project'. Official records show that an amount of Rs.8.44 lakhs had been utilized under the head in the Panchayat (Neendakara).
18. **Technical Training and Vocational Education:** No activity was during this period.
19. **Adult and Non-Formal Education:** Activities under the subject were covered only in two Panchayats out of the eight selected. One project was implemented and Rs.1.44 lakhs was spent from 'development fund' by Panchayat (Neendakara). The secretary is in charge of the project and this is to support the post literacy activity by giving additional honorarium to the activists of the literacy movement (*preraks*)
20. **Libraries:** No activity was undertaken during this period in Neendakra .But the activities under the subject were available in two Panchayats .
21. **Cultural Activities:** Covered activities in two Panchayats. However, no activity was undertaken during this period in the Village Panchayat, Neendakara.
22. **Markets and Fairs:** No activity was undertaken by the Panchayat during this period.
23. **Health and Sanitation, including Hospitals, Primary Health Centres and Dispensaries:** All the eight Panchayats had activities under the subject. Only one project (supplement of additional nutritious food) was implemented with an expenditure of Rs.8.89 lakhs by the Supervisor, ICDS of the Village Panchayat, Neendakara. .
24. **Family Welfare:** No activity was undertaken by the Panchayat during this period.
25. **Women and Child Development:** It is noticed that all the eight Panchayats had activities under the subject. Two projects are implemented and Rs.2.14 lakhs was spent in the Panchayat (Neendakara). The activities are (i) additional honorarium

for anganwadi workers; and (ii) renovation of anganwadis. The first one was implemented by the Secretary and the second one was by the Supervisor, ICDS

26. Social Welfare, including Welfare of the Handicapped and Mentally

Retarded: Activities were noticed in all the eight Panchayats under the subject. In the Pachayat, Neendakara only one small project was implemented and Rs.0.34 lakhs was spent. The project was the supply of special software system the blind persons. The Secretary was in charge of the implementation.

27. Welfare of the Weaker Sections, and in Particular, of the Scheduled Castes and the Scheduled Tribes:

All the eight Panchayats had activities under the subject. There are nine projects are implemented under this sector in different categories and an amount of Rs.6.747 lakhs was spent for the nine projects in the Village Panchayat, Neendakara. Two projects were implemented in animal husbandry sector, two projects under rural housing sector and one project each under drinking water, roads, culverts, bridges & ferries for the benefit of weaker sections.

28. Public Distribution System: No activity was undertaken Panchayat during this period.

29. Maintenance of Community Assets: Seven Panchayats had projects out of the eight. No activity was undertaken by the Panchayat (Neendakara) during this period.

30. Others: Under other category five projects are implemented and an amount of Rs.3.34 lakhs was spent by the Panchayats. Following are the activities under other category of projects:

30.1. Plan Monitoring: The Panchayat (Neendakara) had an activity to monitor the Planning process and spent an amount of Rs.0.20 lakhs. Similar projects were available in other seven Panchayats also.

30.2. Plan Formation: This was for plan formation and an amount of Rs.0.89 lakhs was spent by the Panchayat. All other selected Panchayats had the similar projects.

30.3. Contribution to KILA: Rs.1.00 lakhs was provided to the Kerala Institute of Local Administration as per the direction from the State Government.

- 30.4. **Wage to Technical Assistant:** Rs.0.47 lakhs was spent to provide wage for on contract staff.
- 30.5. **Computer Hardware Cleaning:** An amount of Rs.0.78 lakhs was spent under this category.

Role of Panchayats in Implementation of Schemes

The role of the various tiers of the PRIs in various schemes are listed in table number 3.8

Table No.3.8: Role of Panchayats in Implementation of Schemes

SCHEMES	DISTRICT PANCHAYAT	BLOCK PANCHAYAT	VILLAGE PANCHAYAT
1.MGNREGA	i) Consolidation of Annual Block Plans (within the District) in to a District Plan; ii) Adding any inter-Block work which generate good source of employment; iii) Monitoring and Supervision of the MGNREG Scheme in the District, and iv) Carry out such other functions as may be assigned to it by the State Council, from time to time.	i) Approve the Block level Plan and forward it to the District Panchayat for final approval; ii) Supervise and monitor the projects taken up at the Gram Panchayat; iii) Carry out such other functions as may be assigned to it by the State Council, from time to time.	i)Receiving applications for registration; ii) Verifying registration ; iii) Registering households; iv) Issuing Job Cards(JCs); v) Receiving applications for work; vi) work allotment within fifteen days ix) Identification and planning of works, developing shelf of projects; x) Executing works; xi) Maintaining records; and xii) Maintaining accounts.
2.IAY	i). Monitoring and Supervision; and ii).Fund management.	ii).Scheme implementation; and ii).Fund release.	i).Beneficiary selection through Gram Sabha; and ii). Keeping wait list.
3.SGSY/NRLM	i).Monitoring and supervision.	i).Scheme implementation; and ii).Fund management.	i).Beneficiary selection through Gram Sabha.
4.IWMP	i).Coordination, monitoring and supervision.	i).Planning, monitoring and supervision.	i).Supervise, support and advise Watershed Committee; ii). Authenticate the accounts/ expenditure statements of Watershed Committee; iii).Facilitate the

			convergence of various projects/schemes; and iv).Maintain asset registers under watershed development projects.
5.PMGSY	--	--	--
6.NBA	i).Monitoring and Supervision.	i).Monitoring and Supervision Fund Management.	i).Beneficiary selection; ii).Social mobilization; and iii).Scheme Implementation
7.NRDWP	i)Preparation of Plan at the district level; and ii).Monitoring and Supervision of the scheme.		i).Planning, Implementation and Monitoring of the scheme.
8.NSAP	--	--	i).Selection of Beneficiary Scheme Implementation.
9.EMS Housing Scheme	--	--	i)Selection of Beneficiary Scheme Implementation.
10.Kerala Agricultural Workers Welfare Pension	--	--	i)Selection of Beneficiary Scheme Implementation.

Source: Data collected from District Panchayats, Block Panchayats and Village Panchayats

Conclusion

The Kerala Panchayat Raj Act has a strong legislative frame work which devolves major functions to Panchayats. There are specific sections in Act for assigning functions to the three tiers. The Section 166 deals with functions to Village Panchayats. The Block Panchayats and District Panchayats are equipped with functions as per the Sections of 172 and 173 of the Act, respectively. As a result, functions under 16 subjects are vested with the Village Panchayats whereas it is 14 and 19 in the cases of Block Panchayats and District Panchayats, respectively. The activity mapping has expanded the functional domain of the Panchayats to a level nearer to the 29 subjects envisaged in the eleventh schedule of the Constitution .The activity mapping is a detailed and elaborative exercise which has succeeded to locate specific responsibility to the three tiers of Panchayats . It is observed that different

functions under 26 subjects are assigned to Panchayats based on the two cardinal theoretical frame work of the of devolution (principle of subsidiarity and the principle of peer group responsibility) by the activity mapping exercise. In the scheme implementation the role of the Panchayats is laudable and it has accelerated the process towards achieving functional operation. The assessment of actual status of functions by the respective tiers of Panchayats situate in the line between the provisions in the Act and the envisaged propositions in the activity mapping. The Village Panchayat has covered functions under 20 subjects. Whereas the Block Panchayat and District Panchayat have covered functions under 19 and 18 subjects, respectively. In other words, it gives an impression that there are nine subject domains where the Village Panchayats have not entered till date as per data from eight sample Panchayats. In the case of Block Panchayats and District Panchayats the number of 'subjects outside the orbit of functional area' to some extent is higher than the Village Panchayats. The Panchayats in Kerala have more footprints to enter the full functional domain of the magical number of 29 subjects listed in the eleventh schedule of the Constitution.

CHAPTER 4:

PANCHAYAT FINANCE

Introduction

Kerala is rhetorically projected as the role model for the other Indian States in the case of decentralization and devolution after the 73rd and 74th amendment of the Constitution, especially in financial devolution. In 1996 onwards the State claims that around 40 percent of the State budget is being transferred to the three tier Panchayati Raj Institutions and Nagarapalikas in Kerala. The transfer of the funds is based on the indicators developed by the State Finance Commissions. The institution wise allocation of funds for every year is mentioned in State budget presented in the Legislative Assembly, known as Appendix IV of the Budget similar to the 'Link Document' in Karnataka, 'White Book' in Maharashtra and Budget Support' in Madhya Pradesh. All financial details including the transfer of finance to Panchayats, awards of the State Finance Commissions, the taxation power of the Village Panchayats, the flow of grants -in -aid in the form of 'tied fund' and 'untied fund' and the revenue & expenditure of the three tier Panchayats are discussed in this chapter.

Panchayat Finance

The State Act is having a separate and highly structured chapter on 'Finance and Taxation'. Only the Village Panchayat is having the power of taxation among the three tiers. The fund received by the Village Panchayat is known as 'Village Panchayat Fund' as per Section 212 of the Act. The Village Panchayat fund consist of the following components, namely: (i) Own income of the Village Panchayat (ii) Grants released by the Government for implementation of schemes, projects and plans formulated by the Village Panchayat; (iii) Grants released by the Government for the implementation of schemes/projects or plans assigned, delegated or entrusted to the Village Panchayat under the Act (iv) Money raised through donations, contributions and grants from the public and non- Governmental agencies and (v) The amount borrowed under section 197. The amount received by the Block Panchayat except

those received on behalf of the Government or the District Panchayat constitutes a fund which is called the 'Block Panchayat Fund'. Amount received by the District Panchayat except those received on behalf of the Government constitute a fund called the 'District Panchayat Fund'.

Institutional Mechanism for Panchayat Budget

There are two instruments /institutions to administer the Panchayat finance and they are:- (i) The Budget document and (ii) Standing Committee for Finance . They are functionally integrated to each other .The Section 214 provides details on the preparation and sanction of budget at the three tiers of Panchayats .The Secretary and the officers dealing with concerned subjects have to submit budget proposals to the respective standing committees containing detailed estimate of income and expenditure expected for the next year including the expenditure on the development plans prepared and sanctioned. And the same shall be submitted to the standing committee for finance before the 15th January every year .The standing committee for finance shall prepare the budget and present the same before the Panchayat for approval, not later than the first week of March .The Panchayat shall consider the budget proposals and finally pass the budget estimate before the beginning of the succeeding financial year. Provision for framing supplemental/revised budget, if necessary, is ensured in the Act. After the budget is passed, copies of the same shall be furnished to the Government, officers authorized and auditors. The authorized officer shall prepare a consolidated statement of the budget estimate of the Panchayats in each district. The Village Panchayats and Block Panchayats in a district shall furnish copies of the budget to the concerned District Panchayat and District Planning Committee (DPC). At all the three tiers of Panchayats , there are standing committees for finance to deal with the and presentation of the annual budget in the respective Panchayat committee within the time frame. There are well defined conditions for the preparation of budgets and they are the following:- (i) working balance in the budget shall not be less than 5 per cent of the current year' receipt.(ii) anticipation on the receipt may be accurate,(iii) provisions for the repayment of debts ,(iv) no expenditure may be incurred:- (a) on any items not included in the budget (b) in excess of the provisions, and (c) from the first of April if the budget is not passed .

Transfer of Finance

Funds are transferred in following three major items in Kerala in addition to the World Bank assistance and they are: (i) Development Fund, (ii) General Purpose Fund and (iii) Maintenance Fund. Table No 4 .1 gives the details of fund transfer to all the three tiers of Panchayats during 2012-2013. During the financial year (2012-2013), Rs.365373.51 lakhs was transferred to the Panchayati Raj Institutions. These funds are mainly transferred under six major heads.

Table No.4.1: Details of Transfer of Funds from the State. (Rs. in Lakhs)

SL.No.		Village Panchayats	Block Panchayats	District Panchayats	Grant Total
1.	Development Funds	112498.29 (61.52%)	37567.36 (20.54%)	32799.25 (17.94%)	182864.90 (100%)
2.	General Purpose Fund	41296.83 (91.11%)	2280.00 (5.03%)	1749.99 (3.86%)	45326.82 (100%)
3.	Maintenance Fund(Road)	41591.64 (71.05%)	0.00	16946.79 (28.95%)	58538.40 (100%)
4.	Maintenance Fund(Non - Road)	17619.99 (67.84%)	3519.00 (13.55%)	4832.45 (18.61%)	25971.44 (100%)
5.	World Bank Assistance	9823.24 (100%)	0.00	0.00	9823.24 (100%)
6.	XIII th Finance Commission	42848.68 (100%)	0.00	0.00	42848.68 (100%)
Grant. Total		265678.67 (72.71%)	43366.36 (11.87%)	56328.48 (15.42%)	365373.51 (100%)

Source: Data collected from State Finance Commission (Cell) Thruvanathapuram.

i. Development Fund: Development fund has three components:- (i)General Sector, (ii)Special Component Plan (SCP) and(iii) Tribal Sub Plan (TSP). Allocation for each category of funds is based on the indicators recommended by the State Finance Commissions. Under ‘development fund’, Rs.182864.90 lakhs was transferred to all the three tiers of Panchayats and it works out more than half (50.45 %) of the total transfer. Out of this, the major portion (61.52%) was given to the Village Panchayats and the remaining was divided among the other two tiers. It is noticed that 20.54

percent of the fund was transferred to the Block Panchayats whereas 17.94 percent to the District Panchayats. Which means on an average Rs.115.03 lakhs was received by a Village Panchayats under this head. The average share per Block Panchayat and District Panchayat is Rs. 247.15 lakhs and Rs. 2342.80 lakhs, respectively.

ii. General Purpose Grant: Total Rs.45326.82 lakhs was transferred under this head among the three tiers of Panchayats. It works out 12.41 per cent of the total transfer. The major share (91.11 percent) is received by the Village Panchayats. And the remaining amount is shared between the other two tiers almost in equal terms. The average share of per Village Panchayat and Block Panchayat is worked out as only Rs. 42.23 lakhs and Rs. 15.00 lakhs, respectively. But average share of a District Panchayat is worked out as Rs 125 lakhs.

iii. Maintenance Fund (Road): The transfer under this head is Rs.58538.40 lakhs. The major portion of maintenance fund (road) is received by the Village Panchayats (71.05%). The entire amount is shared between Village Panchayats and District Panchayats, roughly on the ratio of 3:1. Since Block Panchayat has no functional jurisdiction over roads, no amount is transferred to Block Panchayat. The average share per Village Panchayat is worked out as Rs. 42.52lakhs whereas it is Rs. 1210.49. lakhs in the case of a District Panchayat .

iv. Maintenance Fund (Non Road):

In maintenance fund (non - road) Rs.25971.44 Lakhs was transferred. Out of the total transfer 67.84 percent (Rs.17619.99 lakhs) was transferred to the Village Panchayats, 13.55percent (Rs.3519.00 Lakhs) transfer to the Block Panchayats and 18.61 percent (Rs.4832.45 Lakhs) was transferred to the District Panchayats.

v. World Bank Assistance

Under World Bank assistance, Rs. 9823.24 lakhs was transferred and it is fully transferred to all the Village Panchayats in the in the State.

vi. XIII Finance Commission

In connection with the XIIIth Finance commission (TFC), an amount of Rs. 42848.68 lakhs received by the State during the period and the full amount is transferred to the 978 Village Panchayats. As per the norms, only Village Panchayats of the State have received the amount from National Finance Commission. During the fieldwork it is reported that all the eight sample Village Panchayats had received the grants from the Thirteenth Finance Commission (TFC).

Out of the total transfer of Rs.365373.51 lakhs, 72.71 percent of funds were received by the 978 Village Panchayats, 11.87 percent of the fund was received by the 152 Block Panchayats and 15.42 percent of the fund by the 14 District Panchayats. Which means the criteria adopted for the transfer of funds is more in favour of Village Pannchayats. In other words, it is a response towards the overall reflection of the functional sphere of influence of the tier. The transfer of funds shows that the average share per Village Panchayat is Rs. 271.66 lakhs. The corresponding figure per Block and District Panchayat are Rs. 285.31 lakhs and Rs.4023.46 lakhs, respectively. In addition to the above, funds are also received by the Panchayats in Kerala for the implementation of the Centrally Sponsored Schemes (CSS) like MGNREGS IAY, NBA, NRLM, NSAP etc. Since the implementation responsibility is vested with Village Panchayat, the major portion of the fund is received by them.

Own Revenue of the Panchayats

As per the Kerala Panchayat Raj Act taxation power is only vested with the Village Panchayats. However, limited amount of own revenue in the form of non tax (rent from assets) is available for the other two tier of Panchayats. The major items of tax revenue with the Village Panchayats are property tax, profession tax, entertainment tax, advertisement tax and service tax. The major non tax revenue to the Village Panchayats are license fee, market and bus stand fee, construction of building sanction fee, birth and death registration fee, marriage registration fee and rent. The table no .4.2 gives the details of total tax and non tax revenue of Village Panchayats in Kerala 2012-2013.

Table No. 4.2: Details of Own Income of Village Panchayats during 2012-2013

Sl.No.	Item	Amount (Rs. in lakhs)	Percentage
Tax Revenue			
1.	Property tax	15439.87	39.17
2.	Profession Tax	12322.88	31.26
3.	Entertainment Tax	508.00	1.29
4.	Advertisement Tax	64.30	0.16
5.	Service Tax	412.64	1.05
Total Tax Revenue		28747.69	72.94
Non Tax Revenue			
6.	License fee	782.48	1.99
7.	Market/ Bus stand fee	794.43	2.02
8.	Kerala Panchayat Building Regulation (KPBR)	1450.41	3.68
9.	Birth/ Death/ Marriage	389.18	0.99
10.	Rent	2858.94	7.25
11.	Royalties & Minerals	4392.22	11.14
Total Non Tax Revenue		10667.66	27.06
Grant Total		39415.35	100.00

Source: Data collected from the Directorate of Panchayats , Thruvanathapuram

During 2012-2013 the Village Panchayats of the State have received Rs.39415.35 lakhs as own revenue from different heads. Out of this total income 72.94 percent (Rs.28747.69 lakhs) of amount is received as tax revenue and 27.06 per cent (Rs.10667.66 lakhs) as non tax revenue. It is important to note that the main source of revenue is property tax (39.17 %) followed by profession tax (31.26 %).The items under entertainment tax, advertisement tax and service tax are very insignificant (2.50 per cent) . Under the non tax category, royalties and minerals is the main source of income and it is worked out as 11.14 percent of the total income and it is followed by rent (7.25%) and Kerala Panchayat Building Regulation fee (3.68 %). The items under license fee, market/bus stand fee, and birth /death / marriage registration fees together constitute only 5.00 per cent.

The other two tiers - namely Block Panchayat and District Panchayat – the income is not at all monitored by any level of higher authorities in the State. The resource mobilization of different tiers of Panchayats is supposed to monitor by different

agencies at the State level. The Village Panchayats are expected to be monitored by the Directorate of Panchayats, Block Panchayats by the Commissionerate of Rural Development (CRD) and the District Panchayat by a separate section under the Local Self Government Department (LSGD) wing of the Secretariat. It is locally reported that the financial performance of the Panchayats in general and the tax compliance in particular are not supervised / monitored at the state level, as it is expected. Only the data on receipt side of the Village Panchayats are available at the Directorate of Panchayats whereas the expenditure side is not known. It is reported that both the receipt and expenditure of the Block Panchayats and District Panchayats are not being monitored by the respective agencies and hence the aggregate data is not available at the state level.

4.5. State Finance Commissions

As per the Section 186 of the Kerala Panchayat Raj Act, it is the duty of the Governor to appoint the State Finance Commission. The main duty of the State Finance Commission (SFC) is to assess the financial position of the Panchayats and make necessary recommendations to the Governor. The major areas were examined by the SFC and made recommendations, (i) the sharing among the Government and Panchayats of the net-income of the taxes, (ii) duties, cess and fees which are being levied by the Government and which may be shared with the Panchayats as per the constitution and dividing among the Panchayats at all levels, their shares in such incomes;(iii) fixing the taxes, duties, cess and fees which may be earmarked for the Panchayats and may be expended by them;(iv) the criteria regulating the financial aid etc. for the Panchayats from the State Consolidated Fund;(a) steps necessary for improving the financial position of the Panchayats; and(b) any other matters which is being left to the commission by the Governor taking into account of the interest of the financial security of the Panchayats.

The first State Finance Commission (SFC)) constituted during April 1994 for a period of five years (1996-2001) submitted the report on February 1996. The Action Taken Report (ATR) was laid before the Assembly on February 1997, almost one year after the submission of the report. The second SFC was constituted on due date (June 1999)

for a period of another five years (2001-2006) and submitted the report on January 2001. Substantial delay was occurred in processing the recommendations and it recommended basic changes in sharing of taxes. It is reported that total sharing of own tax revenues from devolving of certain taxes or shares of specified tax alone is recommended. As a result, on January 2004, after three years the ATR had been laid before the Assembly. The average amount received per Village Panchayat from 2009-2010 to 2012-2013 works out as Rs. 452.50 lakhs. The corresponding figures in the case of Block Panchayat and District Panchayat are Rs. 439.76 lakhs and Rs. 5,250.00 lakhs, respectively for same period .The amount is released in 10 equal installments and in some cases more than one installment had clubbed together. The fund transfer is not fully electronic as it does not come directly to the account of the Panchayat. Only the transfer from the treasury at the headquarters to the treasury at local level is electronic. In Kerala five SFCs have been constituted till date and four have submitted recommendations to the Government. Following are the brief details of the SFCs:

Table No.4.3: Details of the Recommendations of the SFCs

Sl.No.	Details of SFCs	No. of Recommendations	No. of Recommendations Accepted	No. of Recommendations Implemented
1.	First State Finance Commission	26	19	6
2.	Scnd State Finance Commission	22	21	5
3.	Third State Finance Commission	18	18	4
4.	Fourth State Finance Commission	42	17 recommendations accepted and 25 recommendations referred to a committee for detailed examinations.	Not yet implemented (it is in process).
5	Fifth State Finance Commission has been constituted on 3 December 2014.			

Source: Data collected from the State Finance Commission (Cell), Thruvanathapuram

It is clearly understood that only less than one third recommendations of all the SFCs (excluding fourth) are implemented by the State Government. From the table no .4.3,

it can be observed that the First State Finance Commission gave 26 recommendations to the state government and 73 per cent were only accepted. Even out of the accepted recommendations only less than one third had been implemented. The acceptance rate of the Second Finance Commission was more than 95 per cent and only 24 percent of the accepted recommendations were implemented. Regarding the Third SFC, 18 recommendations are given to the state and all the recommendations are accepted. However, the implementation rate was only 22 per cent. The Fourth SFC recommendations are waiting for implementations and out of the total recommendations the acceptance rate was around 40 per cent. And the remaining 25 recommendations (60%) are forwarded to a high power committee consisting of the Secretary Local Self Government for detailed examinations. Though the state is very prompt in appointing the commissions, certain level of triviality is reflected in both accepting and implementing the recommendations of the SFCs. However, as per the recommendations of the SFC the State Government has accepted the concept of 'development fund' and it is transferred to the Panchayats.

4.6. Comparison of Demand and Collection of Own Income of Village Panchayats -2012-2013

Only the Village Panchayat has the power of taxation. The analysis of demand and collection of 978 Village Panchayats under both the tax and non tax items during the period of 2012-2013 indicate that the collection was Rs.39415.35 lakhs against the demand of Rs.45525.57 lakhs. The Village Panchayats have succeeded to collect 86.58 percent of the total demand during this period. Under the non tax category the collection was Rs.10667.66 lakhs against the demand of Rs.10734.40 lakhs. It works out to be 99.38 per cent. Out of six items under non tax category four items (license fee, Panchayat regulation fee, birth /death /marriage registration fee and royalties & minerals) have more than cent percent collection. Highest item in this category is royalties and minerals (106.91%) followed by Kerala Panchayat Building Regulation fee (102.84%). In this category wide gap between demand and collection is manifested under the head 'rent'. The collection is only 87.97 percent towards the demand. This may due to the unrealistic budget preparations of the Village Panchayats.

Table no. 4.4 indicates that the total tax demand under the category of own tax revenue was Rs.34791.17 lakhs whereas the collection was Rs.28747.69 lakhs. The Village Panchayats could mobilize 82.63 per cent of total demanded amount under own tax revenue during this period. Under tax revenue highest collection rate is from the entertainment tax and Rs.508.00 lakhs was collected against the demand of Rs.517.62 lakhs. It works out 98.14 percent and it is followed by professional tax (96.85 %) and advertisement tax (79.00 %). It is noticed that the realization of tax under the head 'property 'is registered by 73.72 percent against the demand which is considered to be an area of poor tax compliance under the Village Panchayats.

Table No.4.4: Comparison of Demand and Collection of Own Revenue of Village Panchayats

Sl.No.	Item	Demand (Amount -Rs. In Lakhs)	Collection (Amount - Rs. in Lakhs)	% of Collection against Demand
Tax Revenue				
1.	Property tax	20944.06	15439.87	73.72
2.	Profession Tax	12723.66	12322.88	96.85
3.	Entertainment Tax	517.62	508.00	98.14
4.	Advertisement Tax	81.39	64.30	79.00
5.	Service Tax	524.44	412.64	78.68
Total Tax Revenue		34791.17	28747.69	82.63
Non Tax Revenue				
6.	License fee	775.02	782.48	100.96
7.	Market/ Bus stand fee	797.09	794.43	99.67
8.	Kerala Panchayat Building Regulation (KPBR)	1410.4	1450.41	102.84
9.	Birth/ Death/ Marriage	387.1	389.18	100.52
10.	Rent	3256.64	2858.94	87.79
11.	Royalties & Minerals	4108.15	4392.22	106.91
Total Non Tax Revenue		10734.4	10667.66	99.38
Grant Total		45525.57	39415.35	86.58

Source: Data collected from the Directorate of Panchayats, Thruvanathapuram

Part II Financial Management of the Selected Panchayats

Budget Preparation and Working of Standing Committee for Finance

Field evidence suggested that Budget had been prepared by all the sample Panchayats (two district Panchayats, four Block Panchayat and eight Village Panchayats). However, detailed analysis of the process of the preparation and sanction of the budget revealed that anywhere the process have not followed as per the provisions in the Section 214 of the State Act. The budget preparation and sanction was a mere ritual exercise both in the case of Block and District Panchayats. Whereas some degree of seriousness is noticed in the case of Village Panchayats. Neither the elected authorities nor the officials were properly trained for the preparation of budget. The major deficit in the preparation and sanction of budget has been presented in table no .4.5.

Table No 4.5: Preparation and Sanction Budget Procedures against the Actual Exercise in the Sample Village Panchayats

SL. No.	Preparation and Sanction of Budget as per the Kerala Panchayat Raj Act.	Actual Exercise of the Preparation and Sanction of the Budget from the Sample Panchayats
1.	Officers of the transferred institutions forwards their proposals to the Secretary	No, in all the cases of sample Panchayats .
2.	The Secretary consolidates the proposals incorporating the anticipated income and expenditure including on the development plans prepared and sanctioned under section 175 of the Act.	Yes, budget proposals in all the cases of sample Panchayats have detailed estimate of income and expected expenditure for the next year. But in none of the case the expected income and expenditure of development plans prepared and sanctioned have included.
3.	The Secretary forwards the consolidated proposals to the Standing Committee for Finance before 15 th January 2012 -2013.	Yes, in majority of Sample Panchayats have fulfilled the assignment in time. Three VPs, two BPs and One DP have made it but after the time schedule.
4.	The Standing Committee for Finance after having considering the provisions for anticipated receipts and expenditure prepares the budget proposals for the succeeding year not later than the first week of March..	Yes, in all the cases of sample Panchayats budget was prepared by the Standing Committee for Finance. In the exercise all the sample Panchayats have received the support of the concerned officials.
5.	Convene a special meeting of the Panchayat and present the budget proposal for approval before the end of the financial year.	Not even a single case
6.	Panchayat committee approves the budget proposals with alterations, if any, before the beginning of the succeeding financial year.	Only in the case of streetlight

7.	Copies of the budget (VPs & BPs) are forwarded to the District Panchayat, District Planning Committee (DPC), and Government, authorized Government Officers and auditors.	Only in the case of cleanliness and environmental protection
8.	The authorized officer shall prepare a consolidated statement of the budget estimate of the Panchayat in each district.	Only in the case of arts and sports festivals.
9.	Provisions for revised/supplementary budget at any time as and when required.	Not even a single case

Sources: Section 214 of the Kerala Panchayat Aaj Act, 1994 & Preparation & Sanction of Budget Proceedings of the selected Eight Gram Panchayats

Revenue Pattern of the Sample District Panchayat (Kollam)

During the reported period the District Panchayat, Kollam had received an amount of Rs.2795.47 lakhs from various sources. Out of this amount Rs. 68.16 lakhs is from tax and non tax category. Rs. 1192.96 lakhs is the grants- in-aid from various sources under ‘tied’ sector and Rs.1534.35 lakhs is from grants -in -aid for ‘untied’ schemes, especially from the development grant of the State Government (Table No.4.7).

a. Tax and non Tax Revenue

Table No.4.6 indicates that under the head ‘tax and non tax’, Rs.68.16 lakhs is received by the District Panchayat in 2012-2013. In Kerala the District Panchayat and Block Panchayat are not having any power of taxation. Here, an amount of Rs.0.15 lakhs had been included under tax revenue by mistake and it is actually profession tax collected from the employees of the District Panchayat and the same was registered in the account of the District Panchayat, which comes Rs.0.147 lakhs and remaining amount of Rs.0.00028 lakhs is service cess on property tax which is also wrongly accounted in the same head by the District Panchayat .The total non tax revenue is Rs. 68.01 lakhs during this period. (Table No.4.6&Diagram No .4.1)

b. Grants – in – Aid (Tied)

Out of the total available income in the District Panchayat, Kollam 42.67 percent (Rs.1192.96 lakhs) is under grants- in -aid (tied) sector. Among this sector major income is from the maintenance fund for road, which is 14.23 percent of the total income followed by maintenance fund non road sector (11.27%), development fund

for road renovation with 2.79 percent. The receipt from animal husbandry is 3.16 per cent, agriculture purpose 2.06 percent, of the total income .The source from the general purpose fund is 5.08 percent of the total revenue (Table No.4.7).

c. Grants – in – Aid (Untied)

Table No. 4.7& Diagram No.4.2 shows that 54.89 percent of the total income is under grants in aid ‘untied’ sector. Among this category major item is development fund for SCP with 30.65 percent of the total income followed by development fund for general category with 23.62 percent and remaining items are very small in size. Only 0.5 per cent is shown under the head ‘development fund for TSP’ and it is proportionate to the schedule tribe population in the district.

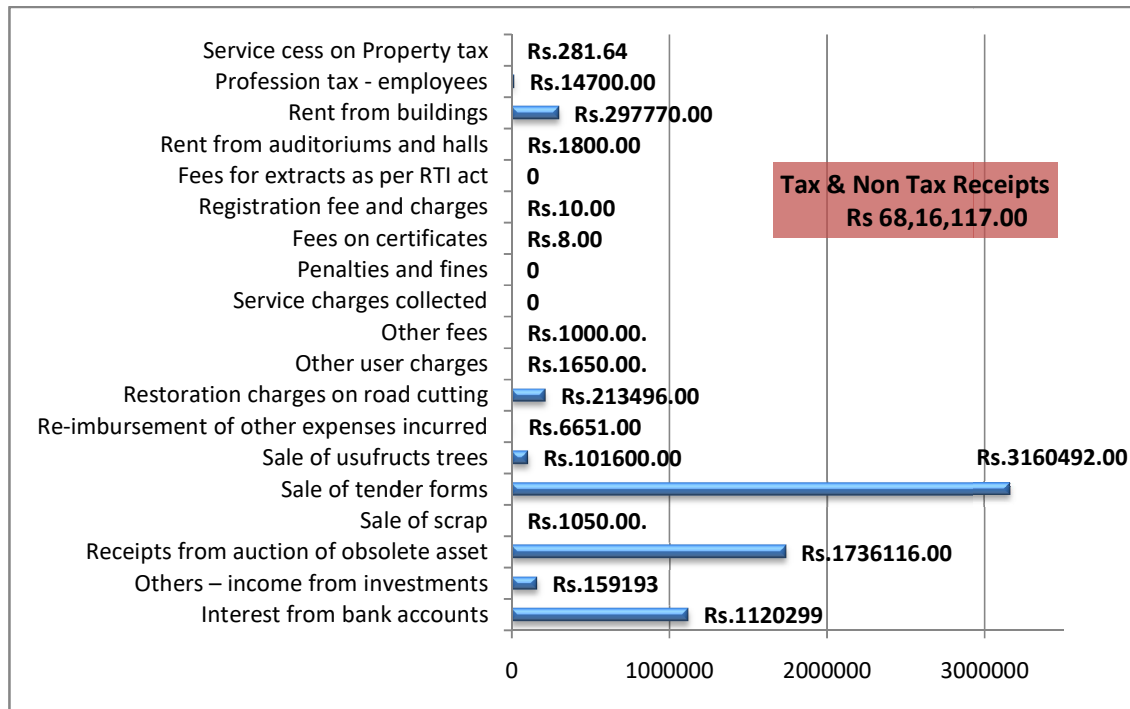
Table No.4.6: Kollam District Panchayat Revenue (Tax and Non-Tax)

Name of Revenues	2012-2013	%
	Total Amount Collected(Rs.)	
1.Taxes		
Service cess on Property tax*	281.64	0.00
Profession tax – employees*	14,700.00	0.22
Sub Total	14,981.64	0.22
2.Non-taxes/ Fees/ Penalties/ Cess/ etc.		
Rent from buildings	2,97,770.00	4.37
Rent from auditoriums and halls	1,800.00	0.03
Fees for extracts as per RTI act	0.00	0.00
Registration fee and charges	10.00	0.00
Fees on certificates	8.00	0.00
Penalties and fines	0.00	0.00
Service charges collected	0.00	0.00
Other fees	1,000.00	0.01
Other user charges	1,650.00	0.02
Restoration charges on road cutting	2,13,496.00	3.13
Re-imbursement of other expenses incurred	6,651.00	0.10
Sale of usufructs trees	1,01,600.00	1.49
Sale of tender forms & Bid guarantee	31,60,492.00	46.37
Sale of scrap	1,050.00	0.02
Receipts from auction of obsolete asset	17,36,116.00	25.47
Others – income from investments	1,59,193.00	2.34
Interest from bank accounts	11,20,299.00	16.44
Sub Total	68,01,135.00	99.78
Total	68,16,117.00	100.00

* By mistake it is included in the account of the District Panchayat

Source: Computed Data Collected from Kollam District Panchyat

Diagram No.4.1: Kollam District Panchayat Revenue (Tax & Non-Tax- Amount in Rs)



Source: Table No.4.6

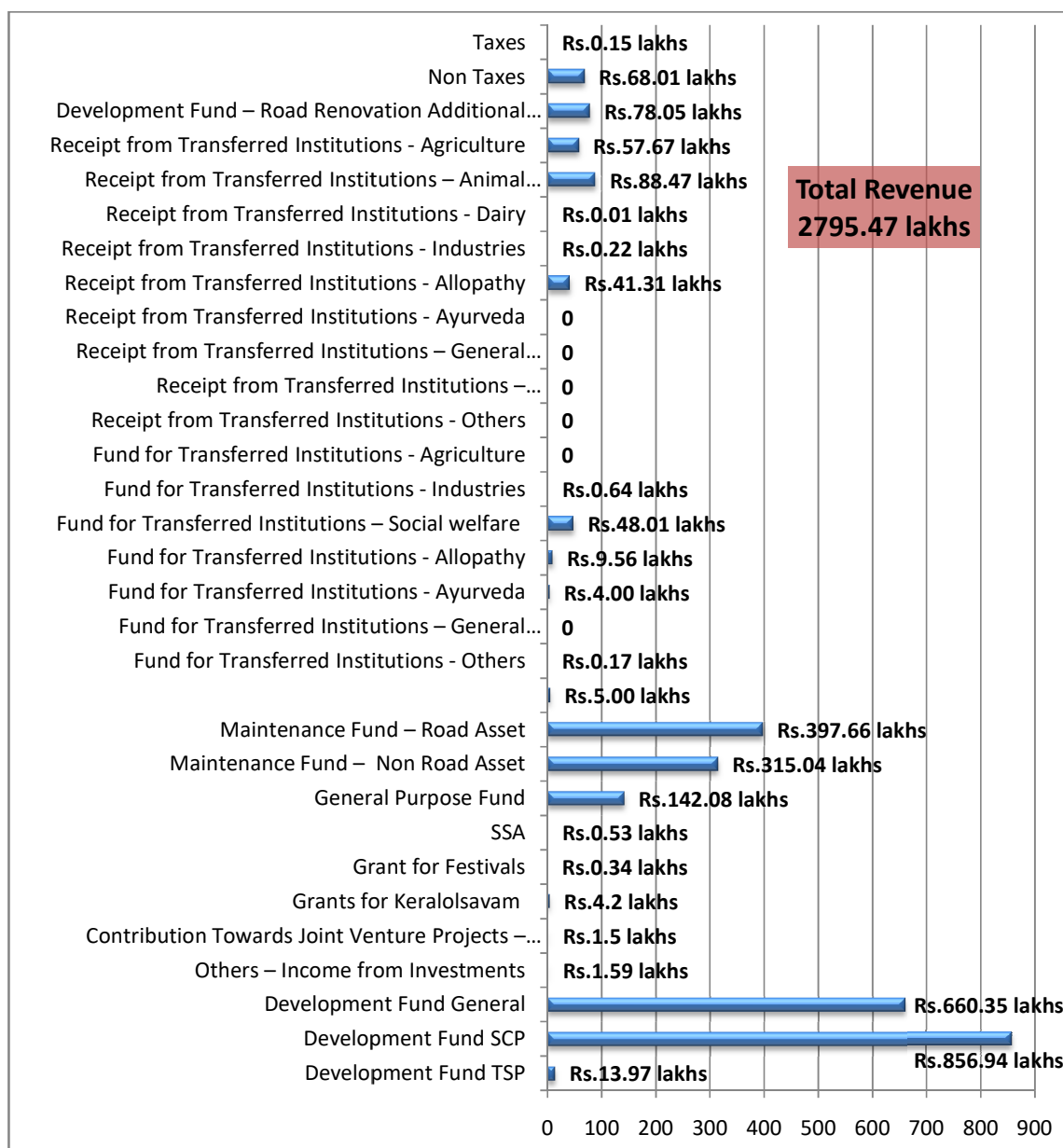
Table No. 4.7: Receipts of Kollam District Panchayat, 2012-2013

1.	Tax and Non Tax	Amount (in lakhs)	%
1.i	Taxes	0.15	0.01
1.ii	Non Taxes	68.01	2.43
	SUB TOTAL	68.16	2.43
2.	Grants- in -Aid Sector Wise (Tied)	Amount (in lakhs)	%
2.i	Development Fund – Road Renovation Additional Fund	78.05	2.79
2.ii	Receipt from Transferred Institutions - Agriculture	57.67	2.06
2.iii	Receipt from Transferred Institutions – Animal Husbandry	88.47	3.16
2.iv	Receipt from Transferred Institutions - Dairy	0.01	0.00
2.v	Receipt from Transferred Institutions - Industries	0.22	0.01
2.vi	Receipt from Transferred Institutions - Allopathy	41.31	1.48
2.vii	Receipt from Transferred Institutions - Ayurveda	0.00	0.00
2.viii	Receipt from Transferred Institutions – General Education	0.00	0.00
2.ix	Receipt from Transferred Institutions – Development of Scheduled Tribe	0.00	0.00
2.x	Receipt from Transferred Institutions - Others	0.00	0.00
2.xi	Fund for Transferred Institutions - Agriculture	0.00	0.00
2.xii	Fund for Transferred Institutions - Industries	0.64	0.02

2.xiii	Fund for Transferred Institutions – Social welfare	48.01	1.72
2.xiv	Fund for Transferred Institutions - Allopathy	9.56	0.34
2.xv	Fund for Transferred Institutions - Ayurveda	4.00	0.14
2.xvi	Fund for Transferred Institutions – General education	0.00	0.00
2.xvii	Fund for Transferred Institutions - Others	0.17	0.01
2.xviii	State Sponsored Scheme – Scholarship and Incentives	5.00	0.18
2.xix	Maintenance Fund – Road Asset	397.66	14.23
	Maintenance Fund – Non Road Asset	315.04	11.27
	General Purpose Fund	142.08	5.08
	SSA	0.53	0.02
	Grant for Festivals	0.34	0.01
	Grants for <i>Keralolsavam</i>	4.20	0.15
	SUB TOTAL	1192.96	42.67
3	Grants- in -Aid Sector Wise (Untied)	Amount (in lakhs)	%
3.i	Contribution Towards Joint Venture Projects – from Gram Panchayats	1.50	0.05
3.ii	Others – Income from Investments	1.59	0.06
3.iii	Development Fund General	660.35	23.62
3.iv	Development Fund SCP	856.94	30.65
3.v	Development Fund TSP	13.97	0.50
	SUB TOTAL	1534.35	54.89
	GRAND TOTAL	2795.47	100.00

Source: Computed Data Collected from District Panchayat (Kollam).

Diagram No.4.2: Receipts of District Panchayat, (Kollam) 2012-2013



Source: Table No.4.7

Expenditure Pattern of the Sample District Panchayat (Kollam)

During 2012-2013 the District Panchayat has incurred an expenditure of Rs.2705.76 lakhs for administrative purpose and implementation of various projects (Table No.4.8& Diagram No.4.3) Compared to the total receipt, 96.79 percent of the available income is spent by the District Panchayat. No doubt, it is a commendable achievement by the District Panchayat, Kollam. Out of the total expenditure 5.65 percent is utilized

from Panchayat own resources , 16.03 percent of amount spent for grants -in -aid ‘tied’ sector and 78.32 percent for grants in aid ‘untied’ sector. The disaggregate level of expenditure on receipt under grants- in –aid tied sector shows that Rs. 433.62 lakhs was spent against the total receipt of Rs 1192.96. lakhs and it works out only 36.35per cent (Table Nos 4.7&4.8.) . Whereas it is 138 per cent in the case of expenditure on receipt under grants- in -aid untied sector (The receipt and expenditure under the grant in aid untied sector was Rs 1534.35 lakhs and Rs.2119.24 lakhs, respectively (Table Nos 4.7&4.8.)

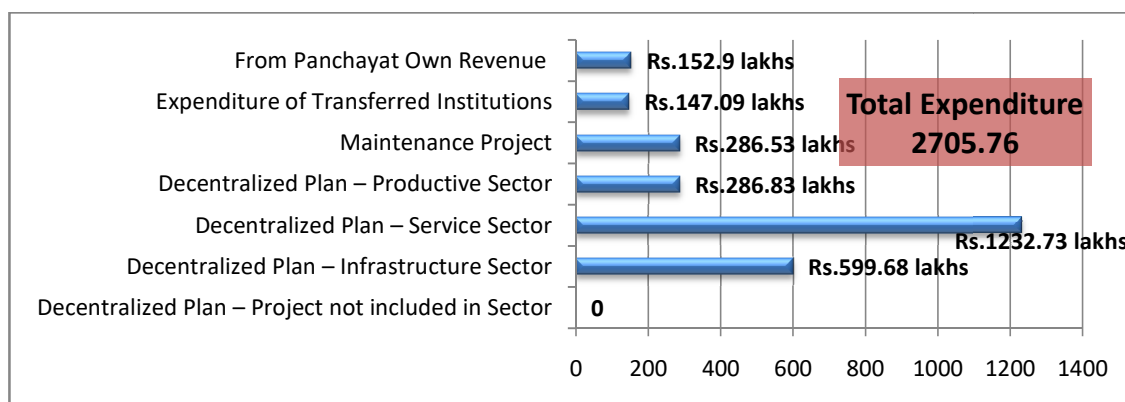
The disaggregate expenditure of the both the sectors indicate that the utilization of the amount under the ‘untied’ sector (138%) is much higher than that of the expenditure under ‘tied’ sector (36.35%).Under grants -in -aid ‘untied’ sector more than 45.56 percent of amount was spent for service sector followed by infrastructure sector with 22.16 percent of the total expenditure .The expenditure under productive sector was registered as 10.60 per cent (Table No, 4.8& Diagram No.4.3).

Table No.4.8: Expenditure of District Panchayat (Kollam) ,2012-2013

1.	Tax and Non Tax	Amount (in lakhs)	%
1.i	From Panchayat Own Revenue	152.90	5.65
	SUB TOTAL	152.90	5.65
2.	Grants- in -Aid Sector Wise (Tied)	Amount (in lakhs)	%
2.i	Expenditure of Transferred Institutions	147.09	5.44
2.ii	Maintenance Project	286.53	10.59
	SUB TOTAL	433.62	16.03
3	Grants- in -Aid Sector Wise (Untied)	Amount (in lakhs)	%
3.i	Decentralized Plan – Productive Sector	286.83	10.60
3.ii	Decentralized Plan – Service Sector	1232.73	45.56
3.iii	Decentralized Plan – Infrastructure Sector	599.68	22.16
3.iv	Decentralized Plan – Project not included in Sector	0	0
	SUB TOTAL	2119.24	78.32
	GRAND TOTAL	2705.76	100

Source: Computed Data Collected from District Panchyat (Kollam)

Diagram No.4.3: Expenditure of District Panchayat (Kollam) ,2012-2013



Source: Table No.4.8

Comments

Since there is a well established co-relation between the source of revenue and the autonomy of the Panchayat, it is important to understand the nature of source of revenue to the District Panchayat. Among the revenue side, there was no ‘own income’ to the District Panchayat. Only around 2 per cent of the fund is mobilized under the head. The major sources are grants-in- aid sector wise (‘tied’)/ other scheme based funds and grants-in- aid sector wise (‘untied’) /development fund. Where these funds can be classified? Can be it be classified as ‘tied’ or ‘untied’? Out of the total transfer, around 55 per cent of fund can easily be classified as ‘untied’ in nature though the volume is moderate in size .The general assumption was that the plan fund/development is ‘untied’ in nature. This general assumption is acceptable to the majority of the elected functionaries and none of them has challenged the categorization of plan fund in to ‘untied fund’ during the field work. Though the tied /untied issue may be a debatable one and a relative term, the plan fund devolved to District Panchayats could be termed as ‘untied fund’ within the frame work of certain general guidelines which does not impose any real ceiling on the autonomy of the Panchayats . The average revenue available to the District Panchayat for the year 2012-2013 was Rs. 2795.47 lakhs and the expenditure incurred was Rs. 2705.76 lakhs. This indicates that nearly 97 per cent of the funds were utilized by one of the two selected District Panchayats , Kollam . It is much higher than the average percentage of expenditure by the District Panchayats at the State level and it was 62

per cent (Economic Survey, 2013). Though shortfall in expenditure among the District Panchayats is one of the major challenges in the area of financial devolution in Kerala, the sample District Panchayat is an exception due to its achievement in performance. Looking at the income and expenditure pattern two important observations are made here. (i) When the ratio of own income to the total income is taken into consideration one can safely conclude that the financial autonomy of the district Panchayat may not be in a better position. (ii) When the ratio of untied fund to the tied fund is taken in to consideration, one can argue with a high level of confidence that the financial autonomy of the District Panchayat is in a comfortable domain. Here, the question is whether one can establish any co -relation between the level of financial autonomy and level of expenditure of the District Panchayat and the answer may be an affirmative one.

Revenue Pattern of the Sample Block Panchayat (Ochira)

During the 2012-2013 the Block Panchayat Ochira has received an amount of Rs.1537.37 lakhs under various grants –in-aid from State and Central Government and non tax revenue item. Out of this amount Rs. 108.03 lakhs is from ‘tax and non tax’ category. Rs. 1429.34 lakhs is the grant- in- aid from various sources, both ‘tied’ sector and ‘untied’ sector (Table No.4.9& Diagram No.4.4).

a. Tax and non Tax Revenue

Since there is no power of taxation to Block Panchayat, the share from the tax item is nil. Under the sub item on ‘non tax’ there are two items (i) own fund (Rs .24.99 lakhs) and general purpose grant (Rs.83.04 lakhs) .The total share under this category is worked as 7.03per cent (Table No.4.9 & Diagram No.4.4).

b. Grants – in – Aid (‘Tied’)

Out of the total available income of the Block Panchayat, Ochira 74.92 percent (Rs.1151.86 lakhs) is under grants- in -aid (‘tied’). The major receipt under grants- in -aid (‘tied’ sector) is for the implementation of housing scheme of the Block Panchayat and out of the total receipt, 69.24 percent of the income is received only for this item, IAY central share and IAY plan fund share (Table.No.4.9&Diagram No.4.4). Marginal contribution is registered from other sources of revenue such as

maintenance grant, SGSY/NRLM, TSC/NBA/SBA, PYKKA, Literacy Campaign NGP/SBA and SC Fund .

c. Grants – in – Aid (‘Untied’)

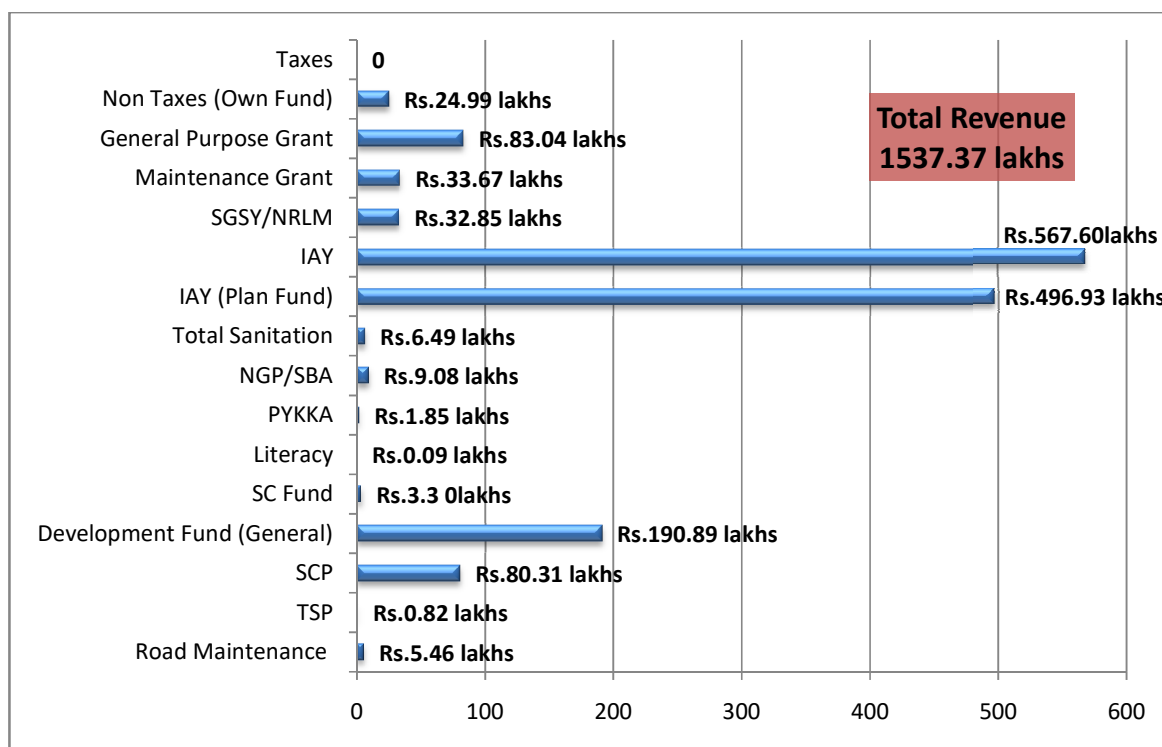
Only less than one fifth of the total receipt is from grants -in -aid (‘untied’ sector). The major item under this head is the ‘development fund (general)’, which is 12.42 percent of the total receipt followed by ‘development fund SCP’ (5.22 percent). The share under TSP is only less than one per cent and it is due to the insignificant number of Schedule Tribe population in the block area. (Table No.4.9 & Diagram No.4.4)

Table No.4.9: Receipt of Block Panchayat (Ochira) 2012-2013

1.	Tax and Non Tax	Amount (in lakhs)	%
1.i	Taxes	Nil	
1.ii	Non Tax(Own fund)	24.99	1.63
1.iii	General Purpose Grant		5.40
	SUB TOTAL	108.03	7.03
2.	Grants- in -Aid Sector Wise (Tied)	Amount (in lakhs)	%
2.i	Maintenance Grant	33.67	2.19
2.ii	SGSY/NRLM	32.85	2.14
2.iii	IAY	567.60	36.92
2.iv	IAY (Plan Fund)	496.93	32.32
2.v	Total Sanitation	6.49	0.42
2.vi	NGP/SBA	9.08	0.59
2.vii	PYKKA	1.85	0.12
2.viii	Literacy	0.09	0.01
2.ix	SC Fund	3.30	0.21
	SUB TOTAL	1151.86	74.92
3	Grants- in -Aid Sector Wise (Untied)	Amount (in lakhs)	%
3.i	Development Fund (General)	190.89	12.42
3.ii	SCP	80.31	5.22
3.iii	TSP	0.82	0.05
3.iv	Road Maintenance	5.46	0.36
	SUB TOTAL	277.48	18.05
	GRAND TOTAL	1537.37	100.00

Source: Computed Data Collected from the Block Panchayat (Ochira)

Diagram No.4.4: Receipt of Block Panchayat (Ochira) 2012-2013



Source: Table No.4.9

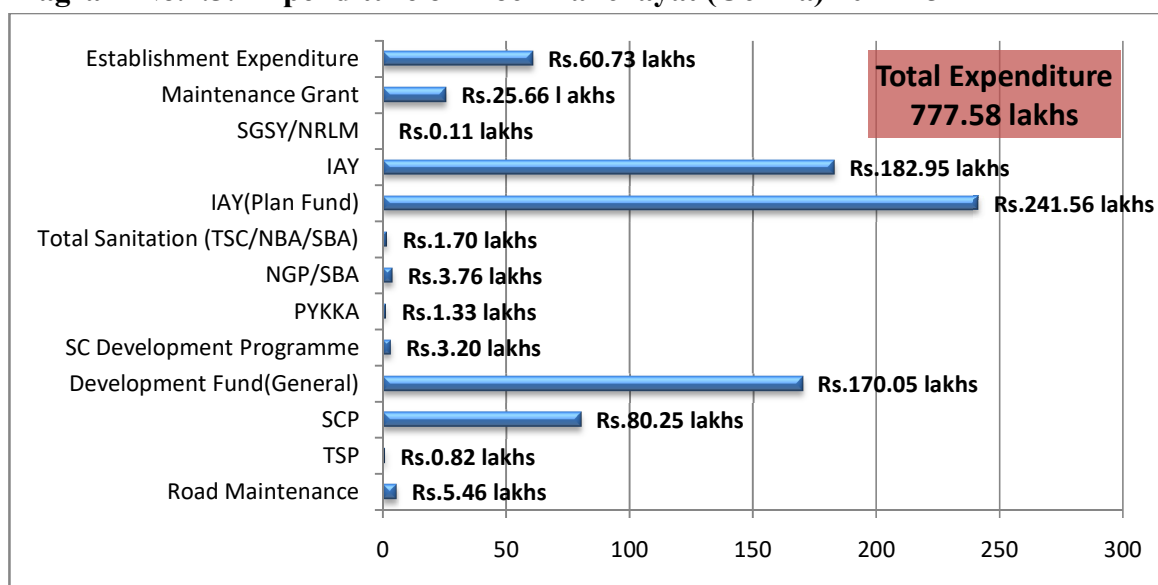
Expenditure Pattern of the Sample Block Panchayat (Ochira)

The total expenditure of the Ochira Block Panchayat during this period is Rs.777.58 lakhs (Table No.4.10 & Diagram 4.5). Compared to the total income only 50.58 percent of the amount is spent during this period. Out of the total expenditure 59.19 percent of amount was spent for the tied sector. The major expenditure was for the housing scheme (IAY) followed by expenditure for maintenance purpose. It is noticed that 33.00 percent of the total expenditure was spent for 'untied' sector and major expenditure is for development fund general with 21.87 percent, followed by development fund SCP with 10.32 percent. The disaggregate level of expenditure on receipt under grants- in -aid 'tied; sector shows that Rs.460.27 lakhs was spent against the total receipt of Rs. 1151.86 lakhs and it works out only 39.96 per cent (Table Nos 4.9 & 4.10.) . Whereas it is 92.47 per cent in the case of expenditure on receipt under grants- in -aid 'untied' sector .The receipt and expenditure under the grant in aid 'untied' sector was Rs. 277.48 lakhs and Rs. 256.58 lakhs, respectively (Table Nos 4.9 & 4.10.)

Table No.4.10: Expenditure of Block Panchayat (Ochira) 2012-13

1.	Tax and Non Tax	Amount (in lakhs)	%
1.i	Establishment expenditure	60.73	7.81
	TOTAL	60.73	7.81
2.	Grants- in -Aid Sector Wise (Tied)	Amount (in lakhs)	%
2.i	Maintenance Grant	25.66	3.30
2.ii	SGSY/NRLM	0.11	0.01
2.iii	IAY	182.95	23.53
2.iv	IAY(Plan Fund)	241.56	31.07
2.v	Total Sanitation(TSC/NBA/SBA)	1.70	0.22
2.vi	NGP/SBA	3.76	0.48
2.vii	PYKKA	1.33	0.17
2.viii	SC Development programme	3.20	0.41
	SUB TOTAL	460.27	59.19
3	Grants- in -Aid Sector Wise (Untied)	Amount (in lakhs)	%
3.i	Development Fund(General)	170.05	21.87
3.ii	SCP	80.25	10.32
3.iii	TSP	0.82	0.11
3.iv	Road Maintenance	5.46	0.70
	SUB TOTAL	256.58	33.00
	GRAND TOTAL	777.58	100.00

Source: Computed Data Collected from Block Panchyat (Ochira)

Diagram No.4.5: Expenditure of Block Panchayat (Ochira) 2012-13

Source: Table No.4.10

Comments

The nature of the source of revenue to the Block Panchayat is important in the background of a co-relation between the source of revenue and the autonomy of the Panchayats. It is noticed that there is only around seven per cent of the fund (Rs.108.03lakhs) is mobilized under the head on 'tax and non tax and out of this only Rs. 24.99 lakhs is from non tax ('own fund') and the remaining amount is from State Government under the item 'general purpose grant' . The major sources of revenue to the Block Panchayat are grants-in- aid 'tied sector' and grants-in- aid 'untied sector' . The disaggregate expenditure of the both the sectors indicate that the utilization of the amount under the 'untied' sector(92.47%) is much higher than that of the expenditure under 'tied' sector (39.96%).This gives an impression the Block Panchayat is capable to spend the amount under 'untied' sector with less adversity whereas it is not the case with 'tied' sector. The difficulties in making expenditure on 'tied' sector needs separate examination The autonomy of the Panchayats is an enabling environment which has different impact on the expenditure pattern of the 'tied' and 'untied' sectors. In other words, 'untied' sector generate certain degree of energy which in turn propel the Panchayat for better performance. That may be the possible explanation of the difference in the expenditure pattern between the two sectors ('tied' and 'untied'). One may be in a position to hypothesize the co-relation between autonomy of the Panchayats and the level of expenditure (performance). The case of Block Panchayat, Ochira supports the argument.

Revenue Pattern of the Sample Village Panchayat (Kulasekharapuram)

The Village Panchayat, Kulasekharapuram has received an amount of Rs.867.41 lakhs during 2012-2013. Out of this total receipt, of Rs.114.61 lakhs (13.21 %) was received under tax and non tax category (own income). Under the grants- in -aid 'tied' sector, Rs.321.63 lakhs (37.08%) was received and another Rs.431.17 lakhs (49.71 %) was received under grants -in -aid 'untied' sector (Table no .4.11&Diagram No.4.6).

a. Tax and non Tax Revenue

Under the head 'tax and non tax', Rs.114.61 lakhs is received by the Village Panchayat in 2012-2013. Under tax and non tax category major portion is from tax item and which is Rs.84.51 lakhs (9.74%) of the total income and remaining Rs.30.10 lakhs is from non tax item which works out to be 3.47 per cent (Table No .4.11& Diagram No.4.6).

b. Grants – in – Aid ('Tied')

The total receipt under grants –in-aid 'tied' sector is accounted as Rs.321.63 lakhs and it is around 37 per cent. The major item is MGNREGS (Rs.120.95 lakhs) and it works out to be 13.94 percent of the total receipt which is followed by social welfare schemes (destitute & widow pension, agriculture labour pension, pension for unmarried women aged above 50, pension for differently abled, etc) and maintenance fund for non road category . There are 15 items under this head (Table No .4.11& Diagram No.4.6).

b. Grants – in – Aid ('Untied')

The contribution under grants- in- aid 'untied' sector is Rs.431.17 lakhs and it works out to be 49.71 per cent of the total revenue. Under the sector, the major income is drawn from 'Development Fund' (for General Sector) with 16.50 per cent of the total receipt and followed by Thirteenth Finance Commission grant (8.81 %) and World Bank Project Assistance-KLGSDP (Table No .4.11& Diagram No.4.6).

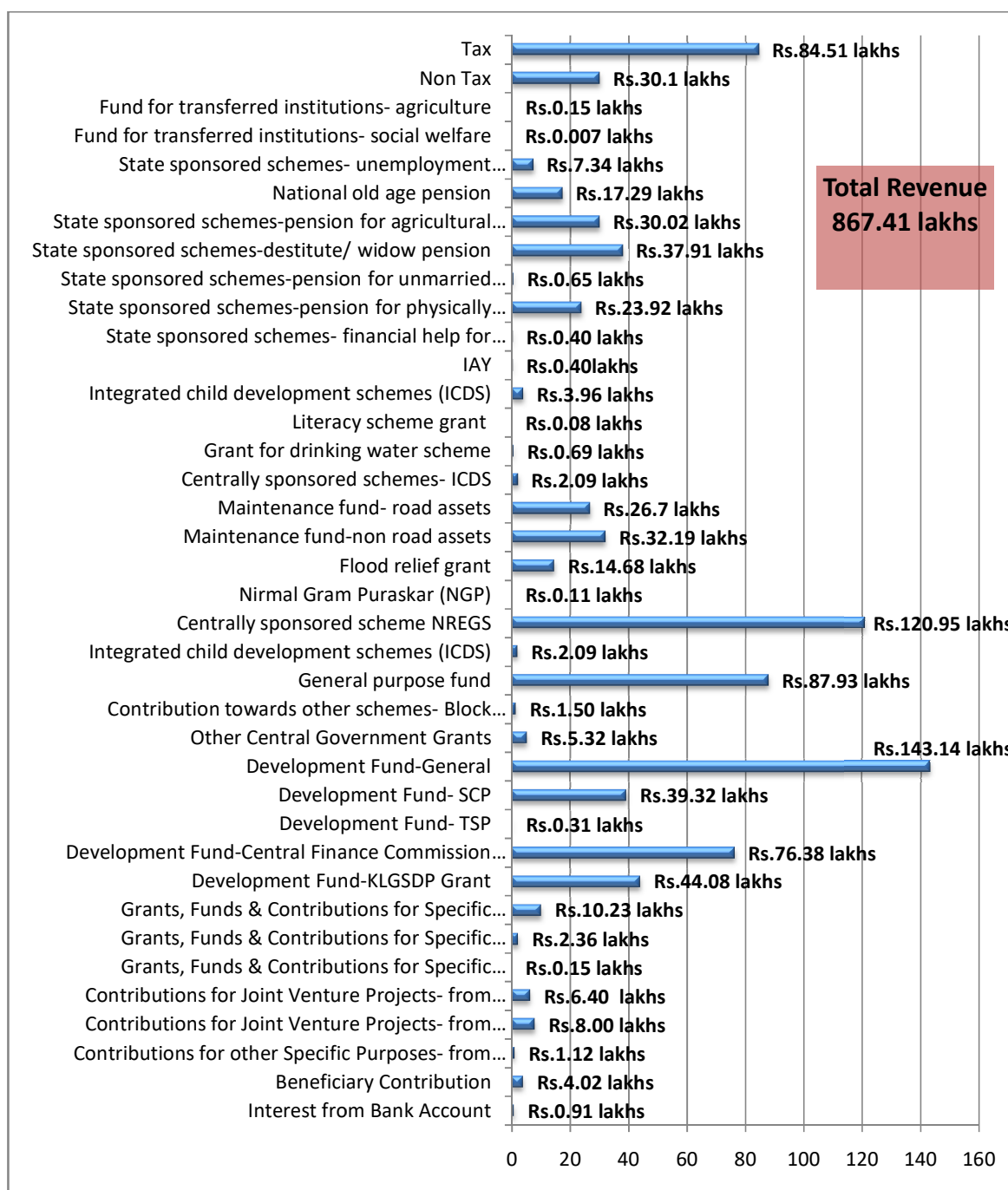
Table No.4.11: Receipt of Village Panchayat (Kulasekharapuram)- 2012-2013

1.	Tax and Non Tax	Amount (in lakhs)	%
1.i	Tax	84.51	9.74
1.ii	Non Tax	30.10	3.47
	SUB TOTAL	114.61	13.21
2.	Grants- in -Aid Sector Wise (Tied)	Amount (in lakhs)	
2.i	Fund for transferred institutions- agriculture	0.15	0.02
2.ii	Fund for transferred institutions- social welfare	0.007	0.00
2.iii	State sponsored schemes- unemployment allowance schemes	7.34	0.85

2.iv	National old age pension	17.29	1.99
2.v	State sponsored schemes-pension for agricultural workers	30.02	3.46
2.vi	State sponsored schemes-destitute/ widow pension	37.91	4.37
2.vii	State sponsored schemes-pension for unmarried women aged above 50	0.65	0.07
2.viii	State sponsored schemes-pension for physically challenged/mentally challenged	23.92	2.76
2.ix	State sponsored schemes- financial help for widow's daughters marriage	0.40	0.05
2.x	IAY(pending payment)	0.40	0.05
2.xi	Integrated child development schemes (ICDS)	3.96	0.46
2.xii	Literacy scheme grant	0.08	0.01
2.xiii	Grant for drinking water scheme	0.69	0.08
2.iv	Centrally sponsored schemes- ICDS	2.09	0.24
2.xv	Maintenance fund- road assets	26.70	3.08
2.xvi	Maintenance fund-non road assets	32.19	3.71
2.xvii	Flood relief grant	14.68	1.69
2.xviii	Nirmal Gram Puraskar (interest)	0.11	0.01
2.xix	Centrally sponsored scheme NREGS	120.95	13.94
2.xx	Integrated child development schemes (ICDS)	2.09	0.24
SUB TOTAL		321.63	37.08
3	Grants- in -Aid Sector Wise (Untied)	Amount (in lakhs)	
3.i	General purpose fund	87.93	10.14
3.ii	Contribution towards other schemes- Block Panchayat	1.50	0.17
3.iii	Other Central Government Grants	5.32	0.61
3.iv	Development Fund-General	143.14	16.50
3.v	Development Fund- SCP	39.32	4.53
3.vi	Development Fund- TSP	0.31	0.04
3.vii	Development Fund-Central Finance Commission Grant(Thirteenth)	76.38	8.81
3.viii	Development Fund-KLGSDP Grant	44.08	5.08
3.ix	Grants, Funds & Contributions for Specific Purposes- other Government Agencies	10.23	1.18
3.x	Grants, Funds & Contributions for Specific Purposes- other Government Agencies-TSC	2.36	0.27
3.xi	Grants, Funds & Contributions for Specific Purposes- other Government Agencies-	0.15	0.02
3.xii	Contributions for Joint Venture Projects- from Block Panchayat	6.40	0.74
3.xiii	Contributions for Joint Venture Projects- from District Panchayat	8.00	0.92
3.xiv	Contributions for other Specific Purposes- from Block Panchayat	1.12	0.13
3.xv	Beneficiary Contribution	4.02	0.46
3.xvi	Interest from Bank Account	0.91	0.10
SUB TOTAL		431.17	49.71
GRAND TOTAL		867.41	100.00

Source: Computed Data Collected from Village Panchayat.(Kulasekharapuram)

Diagram No.4.6: Receipt of Village Panchayat (Kulasekharapuram)- 2012-2013



Source: Table No.4.11

Expenditure Pattern of the Sample Village Panchayat (Kulasekharapuram)

Kulasekharapuram Village Panchayat has spent an amount of Rs.645.51 lakhs during the reported period, which is worked out as 74.42 percent of the total receipt (Table No.4.12 & Diagram No.4.7). Out of the total expenditure, 10.84 percent (Rs.69.97 lakhs) was spent from own fund. As per the data, 36.63 percent of total expenditure was spent under grants -in -aid ‘tied’ sector. Major expenditure under this sector was on MGNREGA implementation. It is followed by widow pension with 5.88 percent (Rs.37.94 lakhs), agriculture workers pension with 4.66 percent (Rs. 30.05 lakhs and pension for physically challenged with 3.70 percent of expenditure. Under grants- in -aid ‘untied’ sector an amount of Rs.339.12 lakhs (52.53 percent) was spent. Among this category major expenditure is for service sector with 29.31 percent (Rs.189.22 lakhs) of total expenditure followed by infrastructure sector with 16.51 percent (Rs.106.56 lakhs). (Table No. 4.12 & Diagram No.4.7)

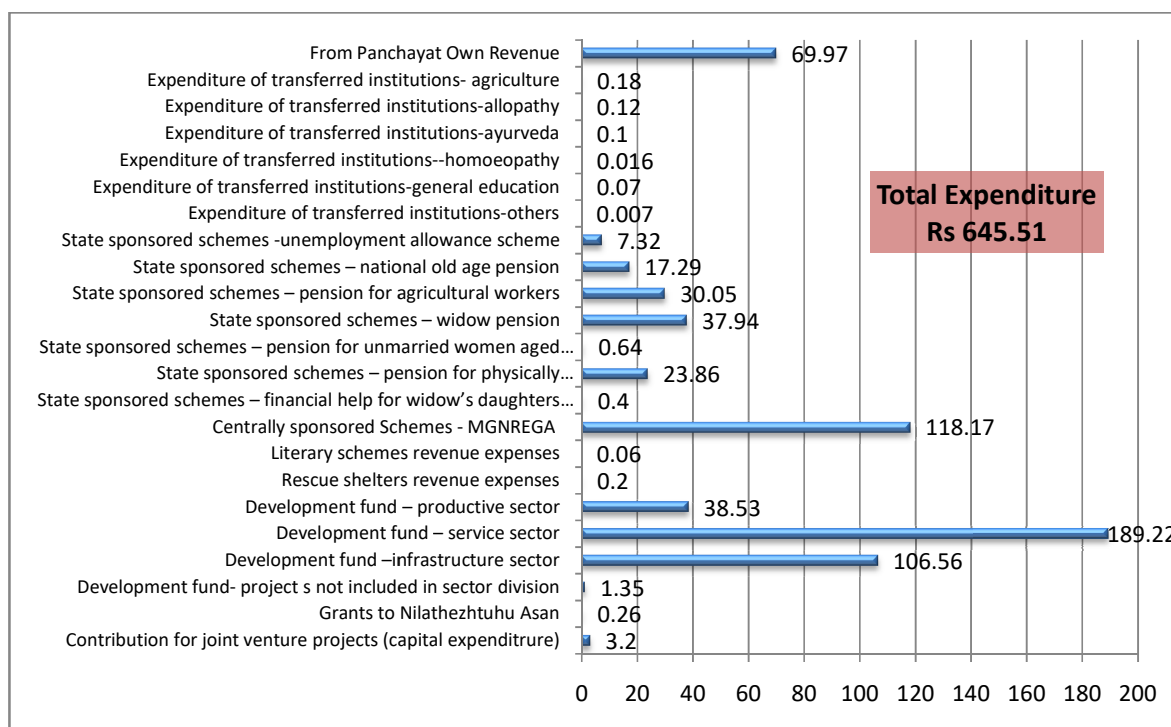
Table No.4.12: Expenditure of Village Panchayat (Kulasekharapuram) 2012-2013

1.	Tax and Non Tax	Amount (in lakhs)	%
1.i	From Panchayat Own Revenue	69.97	10.84
	SUB TOTAL	69.97	10.84
2.	Grants- in -Aid Sector Wise (Tied)	Amount (in lakhs)	%
2.i	Expenditure of Transferred Institutions- Agriculture	0.18	0.03
2.ii	Expenditure of Transferred Institutions-Allopathy	0.12	0.02
2.iii	Expenditure of Transferred Institutions-Ayurveda	0.10	0.02
2.iv	Expenditure of Transferred Institutions--Homoeopathy	0.016	0.00
2.v	Expenditure of Transferred Institutions-General Education	0.07	0.01
2.vi	Expenditure of Transferred Institutions-others	0.007	0.00
2.vii	State Sponsored Schemes -Unemployment Allowance Scheme	7.32	1.13
2.viii	State Sponsored Schemes – National Old Age Pension	17.29	2.68
2.ix	State Sponsored Schemes – Pension for Agricultural Workers	30.05	4.66
2.x	State Sponsored Schemes – Widow Pension	37.94	5.88
2.xi	State Sponsored Schemes – Pension for Unmarried Women Aged Above 50	0.64	0.10
2.xii	State Sponsored Schemes – Pension for Physically Challenged/Mentally Challenged	23.86	3.70
2.xiii	State Sponsored Schemes – Financial Help for Widow’s Daughters Marriage	0.40	0.06
2.xiv	Centrally sponsored scheme MGNREGA	118.17	18.31

2.xv	Literacy scheme revenue expenses	0.06	0.01
2.xvi	Rescue shelters revenue expenses	0.20	0.03
SUB TOTAL		236.42	36.63
3	Grants- in -Aid Sector Wise (Untied)	Amount (in lakhs)	%
3.i	Development Fund – Productive Sector	38.53	5.97
3.ii	Development Fund – Service Sector	189.22	29.31
3.iii	Development Fund –Infrastructure Sector	106.56	16.51
3.iv	Development Fund- Project s Not Included in Sector Division	1.35	0.21
3.v	Grants to <i>Nilathezhthu Asan</i>	0.26	0.04
3.vi	Contribution for joint venture projects (capital expenditure)	3.20	0.50
SUB TOTAL		339.12	52.53
GRAND TOTAL		645.51	100.00

Source: Computed Data Collected from Village Panchayat. (Kulasekharapuram)

Diagram No.4.7: Expenditure of Village Panchayat (Kulasekharapuram)- 2012-2013



Source: Table No.4.12

Comments

Since the Village Panchayats are only having the power of taxation the co-relation between on autonomy and expenditure pattern is more crucial. It is noticed that there is around 13 per cent of the fund (Rs.114.61lakhs) mobilized under the head on 'tax

and non tax and out of this, Rs.84.51 lakhs is from 'tax' and the remaining amount is from 'non tax'. Since the major sources of revenue to the Village Panchayats are grant-in- aid 'tied sector' and grant-in- aid 'untied sector' the nature of the source of the revenue and its expenditure has been made further probing .The disaggregate expenditure of the both the sectors indicate that the utilization of the amount under the 'untied' sector (78.65%) is slightly higher than that of the expenditure under 'tied' sector (73.51 %). It shows Village Panchayat may be more comfortable in spending amount under 'untied' sector rather than 'tied' sector. The major sources of revenue for the Village Panchayats are development fund, MGNREGS grant, general purpose fund and taxes & non taxes. The major expenditure incurred is on development fund (service and infrastructure sector) and MGNREGS followed by establishment expenditure, rural development programmes, on productive sector, various pension schemes etc. The total revenue available for one of the sample Village Panchayat (Kulasekharapuram) was Rs. 867.41 Lakhs for the year 2012-2013 and the expenditure incurred was Rs. 645.51 Lakhs (Table Nos. 4.11&4.12). This indicates that nearly 74.42 per cent of the funds have been utilized for various development schemes

Conclusion

Kerala is projected as one of the States which follows the classical principles of fiscal decentralization. Even before the pre amendment phase Village Panchayat in Kerala were having a strong tax base in general and moderately substantial own tax sphere in particular. The introduction of a window for Panchayats in the State Budget, known as Appendix IV of the Budget, in 1996 and earmarking of about 35 per cent plan resources to Panchayats was a historical land mark in the fiscal decentralization in the country. The State Act is having a separate and highly structured chapter on 'Finance and Taxation'. Only the Village Panchayat is having the power of taxation among the three tiers. The major items of tax revenue are property tax, profession tax, entertainment tax, advertisement tax and service tax. The major non tax revenue are license fee, market and bus stand fee, construction of building sanction fee, birth and death registration fee, marriage registration fee and rent. The fund received by the

Village Panchayat is known as 'Village Panchayat Fund'. Similar funds are available with the other two tiers of Panchayats on the same nomenclature as 'Block Panchayat Fund' and 'District Panchayat Fund', respectively. Funds are received by the Panchayats mainly under five major items in Kerala and they are: (i) development fund, (ii) general purpose fund and (iii) maintenance fund (road) (iv) maintenance fund (non road) (v) central finance Commission. The transfer of funds to different tiers of Panchayats and the functions assigned to tiers of Panchayats are directly proportionate. It is a response towards the overall reflection of the functional sphere of influence of the tier. The criteria adopted for the transfer of funds is more in favour of Village Panchayats since implementation responsibility is mainly vested with the tier. The aggregate data on the receipt and expenditure of the three tiers of Panchayats is not available at the state level, except the data on receipt side of the Village Panchayats, The State Act provides two instruments /institutions (the budget and standing committee for finance) to administer the Panchayat finance. Field evidence suggested that budget had been prepared by all the tiers of Panchayats. However, detailed analysis of the preparation and sanction of the budget revealed that seldom the process has followed as per the provisions in the Act. Kerala is one of the very prompt states in appointing the State Finance Commissions (SFC) and each SFC report has been a trendsetter. The fifth Commission has been appointed very recently. However, certain level of triviality is reflected in both accepting and implementing all the recommendations of the previous SFCs.

The detailed analysis of receipts and expenditure of three tiers of Panchayats for a period of 2012-2013 has been worked out by applying case study method. Among the revenue side, there was no 'own income' to the District Panchayat. The sources are grants-in-aid sector wise ('tied') / other scheme based funds and grants-in-aid sector wise ('untied') /development fund. Out of the total transfer, around 55 per cent of fund can easily be classified as 'untied'. It is noticed that the plan fund/development devolved to the District Panchayat (the case is same in other two tiers also) had treated as 'untied fund' which did not impose any real challenge on the autonomy of the Panchayats. The average revenue available to a District Panchayat was Rs. 2795.47 lakhs and nearly 97 per cent of the funds were utilized. It is much higher than the

average percentage of expenditure by the District Panchayats at the State level. The disaggregate expenditure of the 'tied sector' and 'non tied sector' indicates that the utilization of the amount under the 'tied sector' is much lower than that of the expenditure under 'untied sector'. It shows District Panchayat may be in a relatively tough terrain in spending amount under 'tied sector' rather than 'untied sector'. As in the case of sample Block Panchayat it is noticed that there is only around seven per cent of the fund is mobilized under the head on 'tax and non tax' head. The major sources of revenue to the Block Panchayat are grants-in-aid 'tied sector' and grants-in-aid 'untied sector'. The average revenue available to a sample Block Panchayat for the year 2012-2013 was Rs. 1537.37 lakhs and the expenditure incurred was Rs. 777.58 lakhs. This indicates that only half of the funds were utilized by one sample Block Panchayat. The disaggregate expenditure of the both the sectors indicate that the utilization of the amount under the 'untied' sector is much higher than that of the expenditure under 'tied' sector. This gives an impression the Block Panchayat is capable to spend the amount under 'untied' sector with less adversity whereas it is not the case with 'tied' sector. The difficulties in making expenditure on 'tied' sector needs separate examination. Since the Village Panchayats are only having the power of taxation the co-relation between on autonomy and expenditure pattern is more crucial. It is noticed that there is around 13 per cent of the fund is mobilized under the head on 'tax and non tax'. Since the major sources of revenue to the Village Panchayats are grant-in-aid 'tied sector' and grant-in-aid 'untied sector' the nature of the source of the revenue and its expenditure was made further probing. The disaggregate expenditure of the both the sectors indicate that the utilization of the amount under the 'untied' sector is slightly higher than that of the expenditure under 'tied' sector. It shows Village Panchayat may be more comfortable in spending amount under 'untied' sector rather than 'tied' sector.

There is a well established co-relation between the source of revenue and the autonomy of the Panchayat. The present exercise attempted to the association between the expenditure pattern and the autonomy of all three tiers of the Panchayats. It was found that the autonomy of the Panchayats is an enabling environment which has different impact on the expenditure pattern of the 'tied' and 'untied' sectors. In other

words, 'untied' sector generated certain degree of energy which in turn propelled the Panchayat for better performance. That may be the possible explanation of the difference in the expenditure pattern between the two sectors ('tied' and 'untied'). One may be in a position to hypothesize the co-relation between autonomy of the Panchayats and the level of expenditure (performance). The case study of sample Panchayats from all the three tiers supports the argument.

CHAPTER 5:

ACCOUNTING AND AUDIT RULES

Introduction

A well developed accounting and audit system including performance audit and online support is the hallmark of the Panchayats in Kerala. The trained personnel are also available with the Panchayats to handle the accounting and audit procedure. The major portion of the accounting and audit procedures and practices are incorporated in the Kerala Panchayat Raj (Accounts) Rules, 2011. All the tiers of Panchayats have to fulfill the accounting and audit procedures as specifically mentioned in the Rules. Moreover, Government of Kerala has introduced e- accounting system in the Panchayats by introducing software known as *Saankhya*. As per the Kerala Panchayat Raj Act, 1994 the Government is empowered to give directions and rules on the preparation and sanction of budget. As a result, the Government has enacted the budget rules known as the Kerala Panchayat Raj (Budget) Rules, 2008 and it came in to force on the 1st of April, 2009. An attempt has been made in the chapter to present the appropriate provisions as mentioned in the Sections of the Act and Rules. With this understanding, the present chapter, compiled field insights and valuable information from all the tiers of the Panchayats.

Accounting Rules

As per the Section 254 of the Kerala Panchayat Raj Act, 1994 the Government is empowered to make rules prospectively or retrospectively to carry out all or any purpose of this Act. Accordingly, Government of Kerala had issued accounting rules on Kerala Panchayat Raj (Accounts) Rules, 2011 on 28 March, 2011. The rule is applicable to all the Panchayat Raj Institutions in Kerala it came in to operation on the first day of April, 2011. The Kerala Panchayat Raj (Accounts) Rules, 2011 has eight chapters and 12 forms. It is very elaborate rules which covers all the aspects related to Panchayat accounts. Chapter one is on 'preliminary' which deals with title,

and definition. All accounting concepts and terminology are clearly explained in this part. It is also mentioned that, “words and expressions used but not defined under these rules but defined in the Kerala Panchayat Raj Act ,1994(Act 13 of 1994) shall have the same meaning assigned to them in the Act”. The chapter two elaborates the accounting system. It says “the Panchayats shall maintain their books of accounts on accrual basis under the double entry system of book keeping”. It gives five books of accounts and codification structure. Option had been given to maintain the books of accounts, forms and registers either in Malayalam or English. Similar option was also provided to keep the records either in manually or in a computer based system. Accounting of income and accounting of expenditure are given in chapter three and four respectively. Chapter five is on ‘investments, specific grants and funds, special funds and other special items’. It gives details on investments, special grants, funds and contributions, special funds, specific loans, endowments, sinking fund, pension contribution, transfer to capital fund and remittance of cess. Period end procedures and reconciliation procedures are provided in the chapter six. At the end of each month closing balance of the bank /treasury statement shall be prepared by the Accountant. The Accountant also has to prepare reconciliation statement (bank and treasury) before the 5th of the subsequent month. And it shall be attested by the Secretary of the Panchayat. Chapter seven brings financial statements, annual reports and audit. As per the rules, every Panchayat shall follow the chart of accounts, accounting and budgeting procedures and also asked to maintain books of accounts to record all income, expenditure, assets and liabilities in respect of each fund of the Panchayat. The chapter also highlights to prepare a trial balance sheet and monthly financial statements (MSF). The Secretary has to prepare the annual financial statement (AFS) for the preceding year by applying six prescribed formats and they are (i) balance sheet (ii) income and expenditure statement (iii) statement of cash flow, (iv) receipts and payment statement (v) notes to accounts (vi) key ratios as prescribed accounts manual. As per Section 215(15) of the Kerala Panchayat Raj Act every Panchayat has to prepare an annual report (AR) and AFS is one of the components in the report. There is a provision in the chapter (section 66) which states the consolidation of annual reports of Village Panchayats. It says, “on receipt of the annual

reports from the Secretaries of the Village Panchayat, the Deputy Director of Panchayats shall prepare a consolidated annual report of Village Panchayats of the district and submit to the Director of Panchayats by 15th November . On receipt of the annual reports from the Deputy Director of Panchayats, the Director of Panchayats shall prepare consolidated annual reports of the Village Panchayats of the State and submit to the Additional Secretary (FM), Local Self Government Department, by 25th November.

Section 67 of the Rules gives the consolidation of annual reports of Block Panchayats:- On receipt of the Annual Reports from the Secretaries of the Block Panchayats, the Assistant Development Commissioners (General) shall prepare a Consolidated Annual Report of the Block Panchayats of the District and submit to the Commissioner for Rural Development by 15th November. On receipt of the Annual Reports from the Assistant Development Commissioners (General) the Commissioner for Rural Development shall prepare a Consolidated Annual Report of the State and submit to the Additional Secretary (FM), Local Self Government, by 25th November. Again, the consolidation of annual reports of District Panchayats is given in section 68 of the Rule. It is stated that on receipt of the annual reports from the Secretaries of the District Panchayats, the Director of Panchayats shall prepare a consolidated annual report of the District Panchayats of the State and submit to the Additional Secretary (FM), Local Self Government Department, by 25th November. The Section 69 of the Rule insists the submission of consolidated annual reports to the Principal Secretary .The Additional Secretary (FM) of the Local Self Government Department shall prepare a consolidated annual report of the Local Self Government Institutions of the State and submit to the Principal Secretary, Local Self Government Department, by 5th December. And the consolidated report is based on the receipt of the annual reports from the Director of Panchayats, the Commissioner for Rural Development and the Director of Urban Affairs.

The Rules has major functions to perform. It is important to see that before the notification of the Accounts Rules 2011, the Panchayats were followed the Cash Based Single Entry System of Accounting (CBSESA) as envisaged under the Kerala Panchayat (Accounts) Rules ,1965 and the instructions under

G.O.(p)No.319/2003/Fin, Dated 12th June 2003 . As a result, the Panchayats prepared only cash receipts and cash payments. The major problem with the CBSESA was that it did not provide any accounting information including performance result and financial position of the Panchayats. The Kerala Panchayat Raj (Accounts) Rules, 2011 has introduced Accrual Based Double Entry System of Accounting (ABDESA). The Government of Kerala issued an order, GO (MS), No.152 /2011 LSGD Dated 26/07/2011, which prescribes accounting policies and codification structure for accounting in the Panchayats . Again, the order has directed the Panchayats to maintain their books of accounts on Accrual Based Double Entry System of Accounting. And it is enforced since 2011-2012 financial year onwards. The operational guidelines of the ABDESA have requested the Panchayats to maintain six separate books of accounts (comprehensive books of accounts) which are essential to deliver the right to accounting of timely information on category wise. They are (i) cash book for recording daily cash transitions, (ii) bank book for recording daily bank transactions, (iii) journal book for recording transactions other than cash and bank, (iv) general ledger and sub ledger for recording classified version of different accounts (v) voucher for supporting proof for the transactions, and (vi) financial statements for measuring the performance. The ABDESA could garishly demonstrate all the available envelopes in the Panchayats. The Kerala Panchayat Raj Act provides provision for maintain envelopes for every Panchayat and is called as ‘Panchayat fund’ and it has seven separate envelopes viz. envelop A – development fund, B-state sponsored schemes , C- maintenance fund ,D - general purpose fund, E- centrally sponsored schemes, F- own fund and G-loans . As per the ABDESA, the Panchayats prepares three statements and they are (i) receipts and payment accounts which gives the receipts and payments of cash and cash balance at the end of the financial year, (ii) income and expenditure accounts which shows the financial status at the end of the financial year. In other words, it shows performance result in terms of surplus or deficit and (iii) balance sheet which brings the financial position of both assets and liabilities at the end of the financial year. The new system of accounting provides relevant accounting principles, producers, and guidelines to ensure complete and timely recordings of the financial transactions of the Panchayats and produce fair and

relevant financial reports. It is suggested that the new account rules enables the Panchayats to be more transparent and provide more appropriate financial information to the stake holders and improve governance. It is also suggested that the new account rules is essential to uphold the principles of local democracy and citizen centric local functions of the Panchayats. In addition, the secretary is also entitled to publish the monthly receipts & payment statement, annual financial statement and annual report in the notice board and website of the Panchayats. The chapter also gives detailed information on the preparation of budget. According to the Kerala Panchayat Act, 1994 every Panchayat is mandated to prepare and sanction budget. The Rule suggests that there shall be a separate budget for each fund of the Panchayat and also a consolidated budget for the Panchayat. The consolidated budget estimate shall be provided with eight subsidiary statements such as (i) estimate of revenue income; (ii) estimate of revenue expenditure; (iii) estimate of capital receipts; (iv) estimate of capital expenditure; (v) estimate of loans repayment; (vi) estimate of loan and advances; (vii) estimate of deposits and recoveries; and (viii) estimate of investments. There is also provision for supplementary or revised budgets and strict budgetary control over expenditure. General provisions including applicability of other rules and orders are given in the chapter eight. Save as otherwise provided in these rules or orders issued by the Government, the provisions of the various rules framed by the Government of Kerala, mainly the orders applicable to the treasury transactions, provisions of the Kerala Account Code, the Kerala Treasury Code and the Kerala Financial Code.

Budget Rules

As per the Section 214 of the Kerala Panchayat Raj Act, 1994 the Government is empowered to give directions and rules on the preparation and sanction of budget. As a result, the Government has enacted the budget rules known as the Kerala Panchayat Raj (Budget) Rules, 2008 and it came in to force on the 1st of April, 2009. As in the case of any Act /Rule, definition of all budget related concepts and financial vocabulary with in the context of local government are included in the first part. There are Specific forms of budget estimates .The Village Panchayat is required to

prepare their budget estimates in form KPB-1 whereas the Block and District Panchayats in form KPB-2. As per the Rule the budget document of the Panchayats shall consist of the following

- (i) Budget Speech of the President. (Introductory declaration regarding the development and welfare activities that are proposed to be taken up by the Panchayat during the next year).
- (ii) Budget estimates in the prescribed forms. (KPB-1 for Village Panchayats and Form KPB-2 for Block and District Panchayats)
- (iii) Review report on the financial position of the Panchayat for the previous year.
- (iv) List of development and maintenance plan projects approved by the District Planning Committee (DPC) as per Section 175 of the Act and the proceedings issued by the DPC.
- (v) List of petty works proposed to be executed during the next year.
- (vi) Statement showing physical performance of the Panchayat for the previous year in the prescribed forms

One of the major limitations of the planning exercises in Kerala was lack of integration between the plan and budget documents and therefore it is suggested that the approved plan estimates should be linked to the budget. The integration between these two (Plan and budget) is ensured in the Rule. It says that the budget estimates shall contain the estimated expenditure on the annual development plan as well as the annual maintenance plan prepared by the Panchayat and duly approved by the DPC. The budget estimates shall also contain the estimated receipts for such expenditure. The list of development and maintenance plan projects for the next year, approved by the DPC, shall form part of the budget documents. The budget estimates are asked to provide eight type of information such as (i) head of accounts; (ii) accounts for the previous year; (iii) budget estimates for the current year; (iv) revised estimates for the current year; (v) difference between items (iii) & (iv); (vi) budget estimates for the next year; (vii) difference between items (iv) & (vi); and (viii) Explanation for the difference between items (iv) & (vi).

As per the directions in the Rule eleven important schedules are requested to be appended to the budget estimates and they are schedule 1: tax receipts (in form KPB-4); schedule 2: non-tax receipts (in form KPB-5); schedule 3: funds, grants in aid, contributions and compensations (in form KPB-6); schedule 4: capital receipts and loans (in form KPB-7); schedule 5 : salaries (in form KPB-8); Schedule 6 : recurring expenditure (in form KPB-9); schedule 7 : development plan expenditure – revised estimates for the current year’ (in form KPB-10); schedule 8 : development plan expenditure – budget estimates for the next year (in form KPB-11); schedule 9 : maintenance plan expenditure - revised estimates for the current year (in form KPB-12); schedule 10 : maintenance plan expenditure - budget estimates for the next year (in form KPB-13); schedule 11 : debt heads (in form KPB-14) . It is also provided that schedule 1: ‘tax receipts’ shall be appended only by the Village Panchayats and schedule 5: ‘salaries’ only by the Village Panchayats and District Panchayats.

The major principles to be followed in the budget preparation is included in the Rule and they are: (1) The working balance shown in the budget shall not be less than 5per cent of the estimated receipts excluding development fund, maintenance fund, government grants, compensations and assignments, contributions and debt heads, provided that: general purpose fund received from Government shall not be excluded from the receipts;(2) The anticipated receipts and expenditure shall be as accurate as possible;(3) There shall be necessary provision in the budget to meet all the prescribed charges and repayment of debts; (4) The estimate for plan projects shall be based on the list of development and maintenance plan projects approved by the DPC;(5) There should not be any lumpsum provision in the budget; (6) The estimated expenditure for - construction and maintenance works other than those included in the development and maintenance plans should be supported by the list of specific works;(7) The budget provision in respect of each item of receipt or expenditure shall be rounded to the nearest hundred rupees;(8) The budget shall be passed before the commencement of the financial year.(9) The budget shall be prepared in the prescribed format and (10) Except in the case of a pressing emergency, no expenditure shall be incurred without budget provision or in excess of budget provision. In case such expenditure is

required to be incurred, a supplemental budget shall be presented and passed before incurring such expenditure.

In order to comply with the requirement under sub-section (2) of section 3A of the Kerala Panchayat Raj Act 1994, the Gram Sabha shall have the right to know about the budgetary provisions, the details of plan outlay, item wise allocation of funds and details of estimates and cost of works executed or proposed to be executed within the area of the Gram Sabha, the Member of Panchayat representing the constituency shall present in the Gram Sabha, in its first meeting held in every financial year, a report on the budget provision for the previous year, the details of expenditure incurred against the budget provision and the budget provision for the current year with sufficient details relating to the constituency. In such meeting, copy of the budget shall be available for reference.

Budget preparation process is elaborated in the Rule .The first step in the process is the issue of budget circular. The Chairman of the standing committee for finance shall issue through the Secretary, the budget circular, calling for budget proposals from the Chairmen of all the other standing committees, Secretary and implementing officers, not later than 1st of November every year. The second step is the communication between implementing officers and the Chairpersons of the standing committees. Every implementing officer shall forward the budget proposals relating to his/her sphere of activity in consultation with the working group or the functional committee, as the case may be, in the prescribed form viz. form KPB-1 or 2 as the case may be, supported by all the relevant schedules to the Chairman of the standing committee concerned through the Secretary not later than the 15th of November, every year. It is followed by the third step in which the standing committees shall prepare their budget proposals and send them to the Chairman of standing committee for finance not later than 15th of December every year. On receipt of the budget proposals from the other standing committees, the Chairman of the standing committee for finance shall send them to the Secretary who shall prepare and submit to the Chairman of the standing committee for finance the consolidated draft budget proposals in the prescribed format viz. form KPB-1 or 2 as the case may be, supported by all the

schedules in consultation with the Chairman of the standing committee for finance not later than 15th of January every year. Considering the consolidated draft budget proposals received from the Secretary and after holding consultations with the President, Chairmen of the other standing committees, Secretary, implementing officers and all stake holders, the standing committee for finance shall finalize the draft budget proposals not later than 15th of February every year. The Chairman of the standing committee for finance shall submit a written request to the President on or before 20th of February every year to convene a special meeting of the Panchayat to be designated as 'Budget Session' to consider the budget not later than 7th of March and shall propose therein that the 'Budget Session' may be of duration of not less than two days. The President shall, in consultation with the Secretary, convene a Budget Session not later than 7th of March every year. The Budget Session shall commence with the budget speech of the President. In the absence of the President, the Vice-President may deliver the budget speech. After the budget speech of the President, the Chairman of the standing committee for finance shall present the budget. (The Secretary shall, if required by the President, prepare the draft for the budget speech of the President and submit it to the President not later than 25th of February every year. The President shall make such modifications in the budget speech as considered necessary.) Copies of budget documents shall be made available to every member of the Panchayat and shall be published. In case the Chairman of the standing committee for finance is on authorized leave, a member of the standing committee for finance, duly elected for the purpose by the committee, shall present the budget. If sufficient time is not available for such election, the President shall nominate a member of the standing committee for finance for the purpose. Chairman of the standing committee for finance shall reply to the discussion on the budget. The budget shall be passed, with or without modifications, in a separate meeting to be held not earlier than 10 days after the budget session, but not later than the end of March. Media and the members of the public shall be allowed to attend the budget session. Copies of budget as passed by the Panchayat shall be printed and published. It should be published in the website of the Panchayat. Copies of the budget shall be forwarded to the Auditors. The Village Panchayats shall forward copies to the Block Panchayats, the District Panchayats and

to the Deputy Director of Panchayat concerned. The Block Panchayats shall forward copies to the Village Panchayats, the District Panchayats and the Assistant Development Commissioners (General) concerned. The District Panchayat shall forward copies to the Village Panchayats, Block Panchayats concerned and to the Secretary to Government, Local Self Government Department. The Deputy Director of Panchayats and the Assistant Development Commissioners shall prepare a consolidated a statement of the budget estimates of the Village Panchayats and of the Block Panchayats of the District, respectively. Consequence of failure of standing committee for finance to prepare budget: If the standing committee for finance fails or omits or delays the preparation of the budget estimates within the prescribed period, the President shall cause the proposals prepared by the Secretary to be laid before the Panchayat and the Panchayat shall, before the beginning of the ensuing year, pass the budget estimates as prepared by the Secretary, with or without modification. The provisions are clearly made for the execution of the budget and it is stated that no expenditure shall be incurred in excess of the provision in the budget. However there are special provisions for supplemental budget and revised budget in the case of a pressing emergency, natural calamities, accidents etc. The audit of accounts by the Director of Local Fund Audit ,the Comptroller & Auditor General of India and the Performance Audit and the scrutiny of the audit report by the committee on Local Fund Accounts are being reviewed the budget . According to the provisions of the Rule the Panchayat shall take prompt action on the audit reports and on the recommendations of the Committee on Local Fund Audit, including the regularization of excess expenditure not contemplated in the budget. The Rule is appended with 14 forms and corresponding the reference from the provisions of the Rule.

Information Kerala Mission (IKM) has developed software known as *Saankhya* for accrual based double entry accounting in the Panchayats. When substantial amount of resources both in terms of tied and untied funds are transferred to the Panchayats, it became difficult to handle by manually with the limited number of personnel in the prescribed time frame for a financial year. It resulted in delays for preparing annual statements and other financial documents and the very purpose of accounting was challenged. Moreover, in Kerala every single rupee even own source of funds would

be converted in to a scheme and this again has worked as a compulsion for an accounting software. The felt need had been identified and a software (*Saankhya*) was developed. It is reported that the software has demystified the complexities of accounting .There are total 14 *Saankhya* related orders, circulars and gazette (Table No.5.1) .The software claims it has the following advantages.

- i. Works on the Accrual Based Double Entry Accounting System following the Internationally Accepted Accounting Principles
- ii. Equips even the average employee to prepare the entire financial reports without depending upon accounting professionals
- iii. Records each financial transaction in real time
- iv. Exclusively customized for Urban Local Governments and Panchayat Raj Institutions
- v. Doesn't demand deep accounting knowledge for operating *Saankhya* Application
- vi. Workers in integration with the other IKM applications like *Sanchaya*, *Sulekha*, *Soochika*, *Sevana Civil Registration (CR)*, *Sevana Pensions*, *Sthapana*, *Sugama*, *Sanketham* etc
- vii. Accounting process is made transparent by gives easy access to financial information of local self governments to the decision makers including elected representatives, employees and local citizens.
- viii. Accounting is executed with the participation of the entire employees dealing with financial transactions

Table N o .5.1: *Saankhya* Related Orders/Circulars /Gazette by the Government of Kerala

Type	Order No	Date	Subject
Gazette	<u>GO(Ms) No.83/2011/LSGD</u>	28/03/2011	Kerala Panchayat Raj (Accounts) Rules, 2011 (in <u>English</u> and <u>Malayalam</u>). (SRO No. 266/2011 Published in the Kerala Gazette Extra Ordinary No.865 on 06 April 2011)
GO	<u>GO(Ms) No.245/2011/LSGD</u>	13/10/2011	Implementation of <i>Saankhya</i> -prescribing procedure of implementation in Panchayats - also making the use of manual registers and reports unacceptable in the Panchayats and Municipalities from the date on which <i>Saankhya</i> has been made online
GO	<u>GO(Ms) No.246/2011/LSGD</u>	13/10/2011	Prescribing the form of receipts for the use of all Local Self Government Institutions

GO	<u>GO(Ms)</u> <u>No.152/2011/LSGD</u>	26/07/2011	Significant Accounting Policies and the detailed Codification Structure for the three tier Panchayats
GO	<u>GO(P) No.128/2011/LSGD</u>	06/07/2011	Implementation of <i>Saankhya</i> in the three tier Pachanyats- prescribing the roles of officials
GO	<u>GO(P) No.272/2011/Fin</u>	28/06/2011	Development Fund - 13th CFC Grant and KLGSDP Grant - Opening of new Deposit Accounts in the State's Public Account
GO	<u>GO(Rt)</u> <u>No.643/2011/LSGD</u>	28/02/2011	Demand collection through India Post for Local Governments - Administrative sanction accorded
GO	<u>GO(Ms) No.37/2011/LSGD</u>	10/02/2011	Creation of a data base of the finances of the Panchayat Raj Institutions / Urban Local Bodies for submission to the Ministry of Panchayati Raj - Collecting of information
GO	<u>GO(Ms)</u> <u>No.308/2010/LSGD</u>	23/12/2010	Prescribing the mandatory use of application soft wares <i>Saankhya</i> and <i>Sulekha</i> in all Local Self Government Institutions
GO	<u>GO(Rt)</u> <u>No.1694/2009/LSGD</u>	09/07/2009	Drafting of Kerala Panchayat Raj (Accounts) Rules and Kerala Panchayat Raj (Accounts) Manual-Guidance Team and Writing Team Constituted
GO	<u>GO(P) No.177/2006/Fin</u>	12/04/2006	Allocation and drawal of funds - revised guidelines issued
GO	<u>GO(Ms)</u> <u>No.363/2005/LSGD</u>	02/12/2005	Asset registers in Local Self Government Institutions-prescribing Guidelines and Forms
Circular	<u>No.58608/DB2/2009/LSGD</u>	13/01/2010	Discrepancies in the digitalization of asset register
Circular	<u>No.27/2009/Fin.</u>	25/03/2009	Allocation and Drawl of Funds - Guidelines - Clarifications

Source: Department of LSGD, Govt. of Kerala, Thiruvananthapuram

Accountability Frame Work

There is an internal control system at the level of each Panchayat. It has been designed by the State Government as per the provisions of the Kerala Panchayat Raj Act, Kerala Panchayat Raj (Manner of Inspection and Audit System) Rules, 1997 and relevant application of own rules and policies relating to finance, budget and personnel matters framed by the Government of Kerala . The table no 5.2 gives the significant provisions relating to internal control system under the accountability frame work.

Table No.5.2: Accountability Framework of the Panchayat (Rules and Policies related to Accounting, Audit and Budget)

Provision	Authority	Gist of the Provision
Accounts	Section 215 of KPR Act	The Panchayats shall maintain such books of account and other books in relation to its accounts and prepare an Annual Statement Accounts.
Reporting of loss due to fraud, theft or negligence	Article 297 of Kerala Financial Code	When any fact indicating that defalcation or loss of public moneys, stamps, stores or other property occurred and come to the notice of the Government servant, s/he should inform the head of office immediately. The head of office should send a preliminary report immediately to the Principal Accountant General and to the Head of the Department
Asset Register	Kerala Panchayat Accounts Rules, 1965 and Government order issued in December 2005	A record shall be maintained for the movable and immovable fixed assets. The Panchayats shall have a system of conducting physical verification of fixed assets at last once in a year.
Works Manual	KPR (Execution of Public Works) Rules, 1997	<ul style="list-style-type: none"> • Procedure for execution of public work • Power of various authorities to give administrative sanction • Fixing of rates for preparation of estimates • Preparation of plan and estimates • Invitation of tender • Execution of works directly by Panchayats and through beneficiary committees • Control and supervision • Purchase of materials
Budget	Section 214 of KPR Act, 1994	Budget proposals shall be before 15 January every year and shall be submitted to the Standing Committee for Finance (SCF). The SCF shall prepare a budget for the ensuing year and present the same not later than the first week of March before the Panchayat for approval.
Internal Audit	Rule 3 of KPR (Manner of Inspection and Audit System) Act, 1997	There shall be performance Audit Authority at the State Level for conducting performance audit. State Performance Audit Officer shall assist the Performance Audit Officers shall conduct performance audit once in three months in the Panchayats.
Inspection	Section 188A of KPR Act, 1994	Government or any officer empowered by Government may inspect any office under the control of any Panchayat
External Audit	Section 215 (3) of KPR Act, 1994	Director of Local Fund Audit(DLFA) shall be the auditor of Panchayat The State Government entrusted Technical Guidance and Support for DLFA to CAG under section 20 (1) of CAG's DPC Act, 1971. In addition, CAG also conducts audit under Sections 14 and 15 of the DPC Act, 1971.

Ombudsman	Section 271 F to R of KPR Act	There shall be an authority for Panchayats at State Level known as ‘ombudsman’ for making investigations and enquiries in respect of charges on any action involving corruption or maladministration or irregularities in the discharge of administrative functions by Panchayats and public servants working under them.
Citizen charter	Section 272 A of KPR Act, KPR (Preparation of citizen charter) Rules, 2004	Every Panchayat shall formulate and publish citizen charter regarding the different categories of services rendered to the citizens by the Panchayat. Citizen charter shall be renewed and updated periodically at least once in a year.
Right to Information	Section 271 A to E of KPR Act	Every person bona fide requiring any information shall have the right to get such information from the Panchayat in accordance with the procedure prescribed.

Source: Report of the Comptroller and Auditor General of India (For the year ended 31 March, 2012, Local Self Government Institutions, Govt. of Kerala)

Social Audit

The State Government has directed to form the Social Audit Committee at Village Panchayat level to augment the process of constructive engagement between the citizen and the Panchayat. The improved performance of local delivery of goods and service is the expected outcome of the social audit. A ward of a Village Panchayat is recognized as the basic unit for Social Audit. Officially, it is claimed by the Government of Kerala that social audit has been conducted in all the districts of Kerala under MGNREGA. It says, “The State Government of Kerala approved to form a society for social audit and search committee has been constituted to identify and select the Director and the process will be completed by June 2013. Pilot social audit in one ward of all the districts has been conducted and the report uploaded on the website” (Minutes of the Review Meeting on Social Audit held on 16 July 2013, Ministry of Rural Development, and Govt. of India). Though there are incidents of social audit in a few isolated places, it is still having a nonstarter status in the Village Panchayats in Kerala.

State Performance Audit Authority

At the state level there is a State Performance Audit Authority for conducting the performance audit of the Panchayast. The Principal Secretary (LSGD) to the Govt.

acts as the Performance Audit Authority and is assisted by the State Performance Audit Officer. There are performance audit teams at the regional level under the Regional Performance Auditors to conduct performance in the Panchayats. The functions of the performance audit authority is to submit (i) annual report to the Government which contain common defects in the assessment of tax and the fluctuation in collection and demand of tax of the Panchayat, (ii) details regarding mobilization of resources, (iii) approximate figure of liability of Panchayats, (iv) progress regarding re-fund, and (v) problems connected with Panchayat administration. It is expected that the Govt. draw attention and suggest remedies thereof. It is also ensured that the performance audit team may conduct tri-monthly performance in all Panchayats.

Directorate of Local Fund Audit (DLFA)

As per the Kerala Panchayat Raj Act and Kerala Local Fund Audit Act the statutory auditor of the Panchayats is the Directorate of Local Fund Audit (DLFA). The DLFA is under the State Finance Department and is headed by a Director. It has district level offices in all the districts and it is headed by Deputy Directors. The responsibility of the DLFA is to carry out a continuous audit of the account of Panchayats and submit the concerned report to the Panchayat and a copy thereof to the State Government. The specific responsibility of the DLFA is to find out illegal financial transaction (disallow any illegal payment and surcharge the person making or authorizing such payment). It can also impose liabilities to any person responsible for the loss or deficiency of any sum which ought to have been received. The Kerala Directorate of Local Fund Audit has adopted the auditing standards for Panchayats prescribed by the Comptroller and Auditor General of India. The DLFA have accepted the guidelines issued by the CAG for financial attest audit.

Audit of Comptroller and Auditor General of India

Under Section 14 (1) of the Comptroller and auditor General of India's (Duties, Powers and Conditions of Service) Act, 1971 and audit of specific grants to Panchayats under Section 15 of the Act *ibid in* the office of the sanctioning authority,

the Comptroller and Audit General of India conduct audits of the Panchayats. The audit of CAG covers compliance, performance audit and assessment of internal control system. The directorate of local fund audit (DLFA) is entrusted with the attestation of accounts. The DLFA is also performed supervision role for the CAG as it is entrusted by the Government.

Vigilance Mechanism for Panchayats

- (a) Ombudsman:** An institution of Ombudsman was constituted in 2000, as per the State Act. The institution is a state level body which is having quasi-judicial powers. The official status and protocol of the Ombudsman is at par with the high court judge and generally a former judge of the high court is being appointed as the Ombudsman. Issues of maladministration, rent seeking, favouritism, nepotism, lack of integrity, excessive action, inaction, abuse of power etc, are the major concerns of the Ombudsman and it is empowered to conduct proceedings, investigation and enquiries. The institution is designed in such a way that the local citizens should be protected from the mal administration and of the Panchayats. Cases on *suo moto* are also under the jurisdictional domain of the Ombudsman.
- (b) Tribunal for Panchayats:** A tribunal for Panchayats was established in 2004 as per the State Act to consider appeals and review petitions by the local citizens against the wrong decisions and actions of the Panchayats on issues related to regulatory functions (delivery of licenses, grant of permits etc.). A serving District Judge is appointed as the Tribunal. It is empowered that all the cases appeared in the Tribunal should be considered and disposed of within two months of filing.

Citizens Charter

As per the State Act, all the Panchayats have to publish its Citizen Charter of the rights describing the services being provided by it and the time frame stipulated for the exercise. The charter enlists of services, the conditions for obtaining that services and the time limit with in which the services are made available to the citizen. According to the Act, immediately after the formation of the new Panchayat followed by Panchayat election, the Panchayat shall, within six months discuss and decide as to

whatever services it can make available to the citizens. The Panchayat has to determine the procedure of providing service, the quality and the fee for the service. The services enlisted in the citizen charter must be the domain jurisdiction of the concerned Panchayat. The services offered by the 'transferred institutions' also should be mentioned in the citizens charter. Since Village Panchayats deliver major public goods services, the citizen charter has more relevance at that level. The citizens charter shall be published by affixing the details in the public places including the notice board of the Panchayat. In addition to this, the document should be in printed form and copies made available to the local public. It also shall be read out in the next meeting of the Gram Sabha. This document shall remain in operation till the expiry of the term of the Panchayat council. The Secretary or the officer concerned shall furnish the information as it is mentioned in the citizens charter. Certain Panchayats have set a model in implementing the citizen charter in letter and spirit. There are evidences of 65 services listed in the charter of some of the Village Panchayats. Right based services are the major outcome of the citizen charter. It made other contributions in the overall governance of the Panchayats. The demand driven approach of the citizens charter has also made qualitative improvement in accounting, auditing, and budget of Panchayats.

Observations and Remarks

District Panchayats

- Both the sample District Panchayats are following double entry accounting system (DEAS) using *Sankhya Software*. Accounts are audited by Directorate of Local Fund Audit (DLFA), Comptroller & Accountant General of India (CAG) and the Performance Auditing Wing
- Receipts and expenditure are shown in separate formats by the two sample District Panchayats. Accounting is done in *Sankhya Software*.
- Both the sample District Panchayats have not made any attempt to disclose Account Statements

- Own staff, supported by Information Kerala Mission (IKM) personnel have undertaken the process of updating accounts (online) by the two sample District Panchayats .
- The Directorate of Local Fund Audit (DLFA), Comptroller & Accountant General of India and Performance Auditing had audited the accounts of the two sample District Panchayats at different points of time.
- No major variations had been found in the system and practice of audits in the two sample District Panchayats.
- As it already mentioned (Section 68 of the Account Rule), a consolidated annual reports of all District Panchayats of the State has to be prepared. However, the process has not yet started fully .The reports were available at the two samples selected District Panchayats whereas it was absent at the district and state level.

Block Panchayat

- Cash based accounting system is followed in the four selected sample Block Panchayats as per GO(P) 319/03/LSGD on *Sankhya Software* accounting software development by IKM has been installed in the all the four sample Block Panchayat (12/6/2003 & GO(P) 177/06/Fair or 12/4/2006)
- Accounts of all the four sample Block Panchayats have not been audited for the current year.
- No Panchayats have made attempts to disclose Account Statements.
- Own staff, supported by IKM personnel have undertaken the process of updating accounts (online)
- As it already mentioned (Section 67 of the Account Rule), a consolidated annual reports of all Block Panchayats of the State has to be prepared from the bottom level. However, the process has not yet started fully .The reports were available at all the four samples Block Panchayats whereas it was absent at the district and state level.

Village Panchayat

- Cash based accounting system is followed in the eight sample selected Village Panchayats. As per GO(P) 319/03/LSGD on *Sankhya Software*, an accounting software development by IKM has been installed in all the eight sample Village Panchayats (12/6/2003 & GO(P) 177/06/Fair or 12/4/2006)
- The Directorate of Local Fund Audit Wing, Comptroller & Accountant General of India and Performance Auditing had audited the accounts of the eight sample selected Village Panchayats at different points of time.
- No Panchayats disclosed Account Statement
- Own staff, supported by IKM personnel undertook the process of updating accounts(online)
- As it already mentioned (Section 66 of the Account Rule), a consolidated annual reports of Village Panchayats of the state has to be prepared from the bottom level. However, the process has not yet started fully .The reports were available at all the eight sample Village Panchayats whereas it was absent at the district and state level.
- Social audit has not yet operationalized in any of the sample village Panchayats .
- All the eight sample village Panchayats have published the citizen charter and gist of the document is affixed in the notice board/walls of the Panchayat office. Printed copies of the document were also made available to the public in all the sample Panchayats.

Conclusion

The Panchayats in Kerala has well trained personnel to handle the accounting and audit procedures with the support of developed accounting, and audit system including performance audit and online support system. The major portion of the accounting and audit procedures and practices were incorporated in the Kerala Panchayat Raj (Accounts) Rules, 2011. All the tiers of Panchayats have to fulfill the accounting and audit procedures as specifically mentioned in the Rules. Moreover, Government of Kerala has introduced e- accounting system in the Panchayats by introducing software

known as *Saankhya*. As per the Kerala Panchayat Raj Act, 1994 the Government is empowered to give directions and rules on the preparation and sanction of budget. As a result, the Government has enacted the budget rules known as the Kerala Panchayat Raj (Budget) Rules, 2008 and it came in to force on the 1st of April, 2009. There is an accountability frame work at the level of each Panchayat. It was designed by the State Government as per the provisions of the Kerala Panchayat Raj Act, Kerala Panchayat Raj (Manner of Inspection and Audit System) Rules, 1997 and relevant application of own rules and policies relating to finance, budget and personnel matters framed by the Government of Kerala. The State Government has directed to form the Social Audit Committee at Village Panchayat level to augment the process of constructive engagement between the citizen and the Panchayat. The improved performance of local delivery of goods and service is the expected outcome of the social audit. A ward of a Village Panchayat is recognized as the basic unit for Social Audit. Officially, it is claimed by the Government of Kerala that social audit has been conducted in all the districts of Kerala under MGNREGA. However, it is still having a nonstarter status in the Village Panchayats in Kerala as the empirical evidence suggested. At the state level there is a State Performance Audit Authority for conducting the performance audit of the Panchayat. The Principal Secretary (LSGD) to the Govt. acts as the Performance Audit Authority and is assisted by the State Performance Audit Officer. There are performance audit teams at the regional level under the Regional Performance Auditors to conduct performance in the Panchayats. As per the Kerala Panchayati Raj Act and Kerala Local Fund Audit Act the statutory auditor of the Panchayats is the Directorate of Local Fund Audit (DLFA). There is also a system of vigilance mechanism for Panchayats. They are Ombudsman and Tribunal for Panchayats. As per the State Act, all the Panchayats have to publish its Citizen Charter of the rights describing the services being provided by it and the time frame stipulated for the exercise. The sample Panchayats at the three levels has followed all the major accounting, audit and budget rules, as empirical evidence suggested. However, no Panchayats have made attempts to disclose (*suo moto*) account statements.

CHAPTER 6:

PANCHAYAT FUNCTIONARIES

Introduction

In the process of devolution it is realized that the Panchayats can perform the functions of their domain only with the support of functionaries who were hitherto performing those functions. “The work and the worker should go together” was the principle adopted in Kerala while devolving the functionaries to Panchayats. This means that the functionaries for specific tasks at various levels will be attached to the corresponding tiers of the local governments to whom the functions are transferred. This approach necessitated massive transfer of functionaries to Panchayats. Historically, the Village Panchayats in Kerala were having their own functionaries. Since the development blocks are transformed to Block Panchayats a convergence of traditional and new staffing pattern has evolved at that level. The District Panchayats being an institution of the post constitutional phase has followed a different pattern of functionaries. It will be interesting to examine the profile, process and pattern of functionaries in the three tiers of Panchayats. These developments also have reflected in the amendment of the Kerala Panchayat Raj Act, (Act of 13 of 1999) which has a separate part on “Officers and Employees of Panchayats” allotting the functions and powers of the functionaries. The Act gives special emphasis on relationships between elected authorities and of the functionaries of the Panchayats - code of conduct in using language, gestures and actions while interacting with elected authorities and officials. The issue of professional freedom and statutory functions of the officers are also discussed in the Act. The present chapter tries to understand the various issues of the Panchayats and its ramifications in the area of devolution in the State of Kerala.

Functionaries: As Per the Provisions in the State Act

Chapter xvi of the Kerala Panchayat Raj Act, 1994 provides the details of functionaries of the Panchayats and it was thoroughly restructured in 1999 incorporating the lessons from the experience of the initial years of the decentralization (Peoples' Plan Campaign, 1996). There shall be a Secretary for every

Panchayat and who shall be a Government Servant. The pattern of functionaries varies according to the categories of the Panchayats fixed by the State Government. It can be classified in to three categories, (i) core functionaries, (ii) engineering functionaries, and (iii) transferred functionaries. The core functionaries are recruited by the Public Service Commission (PSC) and appointed by the Government. The State Government can only create new posts in the Panchayats. The terms and conditions of service are on par with the government staff under the Kerala Public Service Act, 1968 (19 of 1968). But their payment is made by the Panchayats from own resources and general purpose fund except in the case of Block and District Panchayats where there are earmarked funds allotted to them. The salaries of the transferred staff are paid by their parent departments and it has certain ramifications in the process of devolution. The official interpretation is that this system prevents unnecessary burden to Panchayats with costs and effects of salary disbursement and account keeping. But in practice, particularly in the context of dual control it has disempowered the process of devolution of functionaries. There is a policy to constitute unified ministerial and management cadre to all the Panchayats. The existing norms and code of conduct protects the legitimate professional interest of the functionaries. The violation of the code of conduct can be appealed before the Ombudsman. The Government or any authority authorized by Government may at any time, transfer the Secretary from a Panchayat on a resolution passed by a Panchayat committee at a special meeting convened for the purpose and supported by a simple majority of votes of the allotted strength of the Panchayat. As per the amendment Act of 13 of 1999, before considering such a resolution by the Panchayat, the Secretary shall be given an opportunity to make a representation/explanation before the Panchayat or the President and shall be heard by in person if necessary. The Panchayats are supposed to have full managerial control and partial disciplinary control over the staff. The Panchayats are empowered to assign any work to the functionaries transferred to the Panchayats. The Panchayats can impose minor penalties on all staff transferred and in the case of non- gazetted officers, resort to suspension whenever warranted. In addition to this, there is a separate unified code for the engineers of Panchayats. The Village Panchayat has one Assistant Engineer and Overseer whereas the Block

Panchayats have Assistant Executive Engineer, Assistant Engineer, Overseer and Draughtsman. At the District Panchayat level there are Executive Engineer, Assistant Executive Engineer, Assistant Engineer, and Draughtsman. The engineers are not included in the 'core functionary' of the respective tiers of Panchayat as they are from a separate administrative structure known as 'the Engineering Wing of the LSGD' which has a separate office of its own. The office of the Assistant Engineer ('Office of the AE') and the office of the Assistant Executive Engineer ('Office of the AEE') attached to the Village and Block Panchayat respectively has separate administrative entity. In the District Panchayat the corresponding office is known as the office of the Executive Engineer ('Office of the EE'). The offices are under the administrative control of the higher offices of the vertical structure under the Engineering Wing of the LSGD whereas functionally under the respective tier of the Panchayat. In other words the 'dual control mechanism' is also applicable to the engineering wing of the LSGD as in the case of the functionaries of the transferred institutions.

As per Section 180 of the Act, the officers and employees of Panchayat, other than contingent employees are "government servants" and the "control of the officers of the Panchayats are with the Panchayats". According to Section 182 of the Act, the Secretary has the right to attend the meeting of the Panchayat and the Standing Committees and can take part in the discussions purely in an advisory capacity. It is very clearly stated that the Secretary has no right to move any resolution or to vote. However, the provision incorporated as an amendment to the State Act (the Act 13 of 1999) is often alleged as a tool to intervene the process of decision making of the Panchayat by the Secretary. It is also alleged that the amendment provision on the Section 185 (B) of the Act gives 'over protection of rights' to the officers and employees which in turn may work against the democratic spirit and parliamentary culture in the business of the Panchayats. As per the provision the Secretary shall record his/her views on any issue that may come up for the consideration of the Panchayats and each item of the agenda shall be placed before the Panchayat with the specific remarks of the Secretary. If the Secretary considers that any resolution passed by the Panchayat shall be referred to the Government and, s/he shall record such remarks in writing. If the Secretary is of the opinion that "any resolution passed by

the Panchayat has not been legally passed is in excess of the powers conferred by the Act or any other Act or is likely, to endanger human life, health or public safety, if implemented, s/he shall request in writing in the Panchayat, to review the resolution and express her/ his views at the time of its review by the Panchayat and if the Panchayat upholds its previous decision, the matter shall be referred to the Government after intimation to the President and if no decision of the Government is received within fifteen days, the said resolution shall be implemented and information there of shall be given to the Government”. *(Inserted by the Act of 13 of 1999)*

Section 185(A) is on the “relationship between the elected authorities and officials”.

(a) The government shall prescribe a code of conduct in respect of the relationship between the elected authorities and employees of the Panchayat for the purpose of protection of the rights of the officers and employees under the control of the Panchayat to render advice on matters dealt with and professional freedom and statutory rights. (b) The views expressed by the officials shall be included in the minutes of meeting. (c) Mutual respect shall be shown between the elected authorities, the officials and employees of the Panchayat, totally avoiding rude language, gesture and actions. (d) Oral instructions given to the officers by the elected authorities shall be confined in writing before they are implemented. (e) Any complaint on the violation of the code of conduct by the elected authorities shall be considered by the Ombudsman constituted under Section 271 (G) for the local self government institutions and the report thereon shall be forwarded to the Government for appropriate action.

As per the amendment to the Act (Act 13 of 1999), Section 185 (B) had been incorporated in the Act which says, “exercise of statutory functions by the officers”. According to the above section, (i) the officers of the Panchayat are conferred with statutory powers and functions and (ii) it should be exercised independently and solely. (iii) And the President, Chairman of the standing committee or any member shall not interfere or influence in the exercise of statutory powers and functions by the officer.

In addition to the above formal functionaries, the State of Kerala had developed supplementary systems for voluntary application of the human resources to the

Panchayats. A system for availing expertise from local area has introduced during the People's Planning Campaign (PPC). The capabilities and expertise of the human resources available at local areas are utilized for the preparation of development projects of the Panchayats.

Functionaries in the Village Panchayat

In Kerala, historically, the village Panchayat was the only tier in existence having own staff. Since Village Panchayat was in operation before the enactment of the present State Act (the Kerala Panchayat Raj Act 1994) the general assumption was that it will not face any major problems related to functionaries. However, the Village Panchayat has been strengthened in terms of functions, finance and functionaries during the post amendment phase. The Secretary of the Village Panchayat, formerly known as 'the Executive Officer' is the administrative head of the unit. The Kerala Panchayat Raj Act 1994 has vested the executive authority with the committee of the Panchayat, headed by the President. At the same time, sphere autonomy is ensured to the Secretary to discharge statutory powers and functions. This is an area of 'stress and tension' in the administration of the Panchayat as it was reported from some of the sample village Panchayats. The field observation suggests that it is difficult to draw a line between the 'general functions' of the Panchayat and the 'statutory functions and powers' of the Secretary. The devolution in the domain of functionaries of the Village Panchayat may be properly understood in the context of functions. The functions are grouped under three, (i) general functions (ii) sector wise functions, and (iii) regulatory functions. The general functions reflect the very logic of its existence and the sector wise functions are more specific. The domain of regulatory functions has wider scope in the overall context of power of taxation of the Village Panchayat. The general and regulatory functions are performed by the core functionaries whereas the sector wise functions are attended by the functionaries of the transferred institutions. There are three categories of functionaries in the Panchayat and they are (i) core functionaries (ii) engineering functionaries, and (iii) functionaries of the transferred institutions (Table No 6.1). Under the category of core functionaries, the Secretary is assisted by a hierarchy of ministerial and field functionaries. However, the core functionaries of the Panchayat are only recognized as

the ‘functionaries.’ This is evident from the perception and action of the Secretary. When the Secretary of the sample Village Panchayat is asked to furnish a list of functionaries, only the list of the core functionaries is provided. It is noticed the details of engineering and transferred functionaries are not reflected in the list. The same situation is reflected in other two tiers also.

The functionaries in the engineering section of the Village Panchayat are headed by the Assistant Engineer (AE). S/he is administratively under the control of the engineering wing of the LSGD, whereas functionally that of the Village Panchayat. Since the protocol in terms of official hierarchy of the Assistant Engineer is superior to the Secretary of the Village Panchayat problems of uncomfortable functional engagements between them is seen occurred in many cases. Within the office of the Village Panchayat there is a separate office for the Assistant Engineer, known as ‘Office of the AE’. Though the engineering functionaries are with the Village Panchayat they themselves have not yet mentally prepared to be listed / enrolled as the functionaries of the Village Panchayat. There are two separate registers in the Village Panchayat to mark the daily attendance of the core functionaries and the engineering functionaries. This is against the basic principle of the devolution in the domain of functionaries. The functionaries of the transferred institutions are under the ‘dual control system’, administratively under the direct supervision of respective line departments in the hierarchy and under the functional control of the Village Panchayat through the Secretary. Village Panchayat exercises their functional control on the functionaries of the transferred institutions only for the implementation of the projects coming under them. Otherwise, there may not be any mechanism to ensure functional control. The issue of ‘protocol in terms of official hierarchy’ noticed among the Secretary and the AE of the Village Panchayat is also applicable in the case of the Secretary and the head of the transferred institutions. Though two Village Extension Officers (VEOs) are transferred to Village Panchayat, their services are not yet fully availed. They are ‘administratively’ under the control of the Village Panchayat and ‘functionally’ that of the Block Panchayat. But, in reality they are with the Block Panchayat and prefer to be known as the functionaries of the Block Development Office, ‘by themselves’.

Table No.6.1: Categories of Functionaries from Sample Village Panchayat	
A. Core Functionaries	
(i) Secretary (one post), (ii) Junior Superintendent (one post), (iii) Assistant Secretary (one post), (iv) Accountant (one post), (v) UD Clerk (three post), (vi) LD Clerks (five post), (vii) Driver (one post), (viii) Peon (two), (ix) Full Time Sweeper (three post), (x) Part Time Sweeper (one post), (xi) Contract Functionaries under MGNREGA (a) Accredited Engineer, (one post), (b) Accountant (one post), and (c) Data Entry Operator (one post)	
(B) Engineering Functionaries	
(i) Assistant Engineer (One). There is separate Engineering wing for LSGD under the administrative control of the Engineering wing of the LSGD, District Panchayat and functional control of Village Panchayat , (II) Overseer (One).	
(C) Functionaries of the Transferred Institutions	
(i)	Agriculture Officer & Auxiliary Posts in Krishi Bhavan (Agriculture Functionaries of the Agriculture Department at the village level).
(ii)	Officers & Staff of Veterinary sub Centre, Veterinary Dispensary/Hospital and ICDP Sub Centres (Functionaries of the Animal Husbandry Department at the village level)
(iii)	One Fisheries Sub Inspector (in the Village Panchayat wherever necessary)
(iv)	Two Village Extension Officers (VEO) including one lady VEO
(v)	ICDS Supervisor, Aganawadi Worker/Helpers etc. (Officer & Staff of Day Care Centres & Aganawadies)
(vi)	Officers & Staff of the Balawadies, Balawadi cum Feeding Centres, Seasonal Day Care Centers and Dormitories of the respective places (Functionaries of the SC Development Office at the village level)
(vii)	Officers & Staff of the Balawadies, Medical Unit, Nursery Schools, Midwifery Centres, Tribal Extension Officers in 43 Village Panchayats. (Functionaries of the ST Development Office at the village level)
(viii)	Medical Officers and other staff of PHCs/Govt. Dispensary and Sub Centres. (Functionaries of the Health Services, Allopathy at the village level)
(ix)	Medical Officers and other staff of Govt, Homeo Dispensary and Hospitals of the respective places. (Functionaries of the Health Services, Homoeo at the village level)
(x)	Medical Officers and other staff of Govt, Ayurveda Dispensary and Hospitals of the respective places. (Functionaries of the Health Services, Ayurveda at the village level)
(xi)	Headmasters , teachers and other staff of Primary School (institution of general education at the village level)

Source: Data from the Sample Village Panchayats

Functionaries in the Block Panchayat

The Block Panchayat in Kerala is a new institution created in the post amendment phase as a part of the implementation of the 73 Constitutional Amendments. The Secretary of the Block Panchayat is the administrative head of the unit, formerly known as ‘the Block Development Officer cum Secretary’. It would be worthwhile to examine the functionaries of the Block Panchayat in the context of assigned functions. The functions are grouped under two, (i) general functions and (ii) sector wise functions. The General functions reflect the very rational of its existence and the

sector wise function is more specific. General functions are performed by the core functionaries whereas the sector wise functions by the functionaries of the transferred institutions of the line departments. The Government has abolished the post of BDO and the unit of the Block Development Office was integrated with the office of the Block Panchayat (G.O.(P)No.44/2011(LSGD dtd 16 February 2011of the Local Self Government (ERB)Department . However, the field observations from the four sample Block Panchayats have revealed that the two institutions (Block Panchayat and the Block Development Office) are functioning independently as separate offices which have very little horizontal integration of functionaries. The functionaries are more comfortable to be known as ‘the functionaries of the Block Development Office’ rather than that of Block Panchayat. Generally, the core functionaries of the Panchayat are only recognized as the ‘functionaries.’ When the Secretary of the Panchayat is asked to furnish a list of functionaries, only the list of the core functionaries is provided. However, there are three categories of functionaries in the Block Panchayats and they are (i) core functionaries (ii) engineering functionaries, and (iii) functionaries of the transferred institutions. Under the category of core functionaries, the Secretary is assisted by two Joint BDOs, other ministerial and field functionaries. Among the field functionaries, the Village Extension Officers (VEOs) are transferred to Village Panchayats. They are ‘administratively’ under the control of the Village Panchayat and ‘functionally’ that of the Secretary of the Block Panchayat. But, in reality they are with the Block Panchayat and ‘entitled by self’ to be known as the functionaries of the Block Development Office. The engineering functionaries of the Block Panchayat are headed by the Assistant Executive Engineer. S/he is administratively under the control of the engineering wing of the LSGD, whereas functionally that of the Secretary, Block Panchayat. Since the protocol in terms of official hierarchy of the Assistant Executive Engineer is superior to the Secretary of the Block Panchayat, the problems of uncomfortable functional engagements between them have been occurred in many cases. Within the office of the Block Panchayat there is a separate office for the Assistant Executive Engineer, known as ‘Office of the AEE’. Though the engineering functionaries are with the Block Panchayat they themselves have not yet prepared to be listed / enrolled as the functionaries of the Block Panchayat. There are

two separate registers in the Block Panchayat to mark the daily attendance of the core functionaries and the engineering functionaries. This too is against the basic principle of the devolution in the domain of functionaries. The functionaries of the transferred institutions are under the ‘dual control system’, administratively under the direct supervision of respective line departments in the hierarchy. They are said to be under the functional control of the Block Panchayat through the Secretary. Functional control of the Block Panchayat on the functionaries of the transferred institutions only happens during the implementation of development projects relate to them. Otherwise, there may not be any mechanism to ensure functional control. What is observed in the sample Village Panchayats in the case of engineering and transferred functionaries is also applicable in the Block Panchayat.

Table No6.2 Categories of Functionaries from Sample Block Panchayat	
A. Core Functionaries	
(i)Secretary (one post). Formerly known as ‘Block Development Officer (BDO) cum Secretary’ of the Block Panchayat. In 2011 the post is abolished. However still the designation has not been changed at the Block Panchayat level, (ii) Joint BDO (two posts). Though the BDO post is abolished Joint BDO post is retained, (iii) General Extension Officer (one post), (iv) Extension Officer Planning &Monitoring (one post) ,(v) Extension Officer(one post), (vi) Head Clerk (one post), (vii) Head Accountant(one post), (viii) Senior Clerk (one post), (ix) Junior Clerk (one post), (x)Lower Division Typist (one post), (xi) Village Extension Officer- Grade One (six post) (xii)Village Extension Officer- Grade Two (seven post). (The posts of grade one and grade two of VEOs are deployed to Village Panchayat. The VEOs are under the ‘administrative control’ of Village Panchayat and ‘functional control’ of Block Panchayat.) (xiii) Office Assistant (two post), (xiv) Driver(one post), (xv) Contract Functionaries (two post), (a) Accredited Engineer & (b) Data Entry Operator under MGNREGA	
B. Engineering Functionaries	
(i)Assistant Executive Engineer (one post). There is a separate engineering wing for LSGD. The AEE is under the administrative control of the engineering wing of the LSGD and functional control of Block Panchayat, (ii) Assistant Engineer (one post),(iii) Overseer (One) (iv) Draftsman (two posts), (v) Peon (one post)	
C. Functionaries of the Transferred Institutions	
i.	Assistant Director(AD) and auxiliary posts (Functionaries of the Agriculture Department at the Block level)
ii.	Officers & Staff of Veterinary Poly Clinic, Mobile farm Unit, Mobile Veterinary Dispensary(Functionaries of the Animal Husbandry Department at the Block level)
iii.	Block Level Dairy Extension Officer and auxiliary posts (Functionaries of the Dairy Department at the Block level)
iv.	Industries Extension Officer and auxiliary posts (Functionaries of the Industries Department at the Block level)
v.	Social Welfare: Officers and Staff of Child Development Project Office, Old Age

	Homes, Care Homes and similar other institutions (Functionaries of the Social Welfare Department at the Block level)
vi.	Block Level SC Development Officer & auxiliary posts and Staff of the Pre –Metric Hostels and auxiliary (Functionaries of the SC Department at the Block level)
vii.	Tribal Extension Officer & auxiliary posts (Functionaries of the ST Department at the Block level)
iii.	Medical Officers and staff of Block Level /CHC/Taluk Hospital/Govt. Hospital (Functionaries of the Health Services, Allopathy at the block level)
ix.	Medical Officers and auxiliary posts of Taluk Hospital ((Functionaries of the Health Services, Homoeo at the block level)
x.	Medical Officers and auxiliary posts of Taluk Hospital ((Functionaries of the Health Services, Ayurveda at the block level)

Source: Data from the Sample Block Panchayats

Functionaries in the District Panchayat

The District Panchayat in Kerala is a new institution created in the post amendment phase, as in the case of Block Panchayat. One can establish affirmative association between the key principle of devolution of functionaries and the administrative (support) structure of the District Panchayat. While devolving the functionaries to the District Panchayat, premeditated efforts were made to stay away from the ‘secretariat type of administrative structure’. This is overtly reflected in the lean structure of the core functionaries with the District Panchayat. The Secretary of the District Panchayat is the administrative head of the unit, assisted by a team of core functionaries including finance officer and other ministerial functionaries. The executive authority of the District Panchayat is vested with committee headed by the President. The detailed analysis of the functional domain of the District Panchayat can be grouped under two, (i) general functions and (ii) sector wise functions. The general function is supposed to perform by the core functionaries and the sector wise functions by the technical functionaries. Both the functions need engineering support and therefore provisions are made to avail engineering functionaries under the domain of the District Panchayat. The engineering functionaries of the District Panchayat are headed by the Executive Engineer (EE). S/he is administratively under the control of the engineering wing of the LS GD, whereas functionally that of the District Panchaya through the Secretary. The protocol in terms of official hierarchy of the EE is superior to the Secretary of the District Panchayat. Since both of them are conscious on the hierarchical positions and the system is matured in terms of institutionalization

no uncomfortable functional engagements between them have been reported in both the sample District Panchayats. Since the office of the EE has been spatially separated from the office of the District Panchayat, very little space is provided between them for direct engagement as it is observed in both the cases. All the major heads and auxiliary posts of the line departments at the district are transferred to the District Panchayats. Generally, the functionaries under the direct control of the Secretary are only perceived as the ‘functionaries’ of the District Panchayat. The functionaries of the transferred institutions are seemingly outside the ‘orbit of the functional domain’ of the Secretary. It is surprised to note that even the document of the details of the functionaries under the engineering wing of the LSGD and the functionaries of the transferred institutions (designation, number of post under each category, staff strength and location of offices) are not available with both the sample District Panchayats. With all difficulties only one can trace a ‘bare list of transferred institutions and its functionaries’ from the office of the District Panchayat. Hard circumstances are encountered for getting a bare list of transferred institutions with functionaries in both the sample District Panchayats. It may be considered as a testimony of fragile functional relationship between the Panchayat and the transferred institutions. If a District Panchayat has development projects to be implemented by the transferred institutions, the functional control mechanism between the Panchayat and the respective functionaries of the transferred institutions may be ensured. Otherwise, there may not be any direct mechanism to ensure functional control over the transferred institutions.. Among the transferred institutions, the functionaries from the rural development need to be special attention. The former District Rural Development Agency (DRDA) had been officially acknowledged as ‘merged’ in the District Panchayat and the nomenclature has changed into ‘Poverty Alleviation Unit (PAU) of the District Panchayat’. It can be classified as an ‘absorbed institution’ and the functionaries of the PAU have been functionally integrated to the District Panchayat .

Table No.6.3 Categories of Functionaries from Sample District Panchayat
A. Core Functionaries
(i)Secretary (one post). Deputation from either revenue department /rural development/ State Secretariat, (ii) Finance Officer (one post), (iii) Junior Superintendent (one post), (iv) Confidential Assistant (one pos), (v) Head Clerk (one post), (vi) Senior Clerk (one post), (vii) Clerk (three post), (viii) Typist (two post), (ix) Lower Division Typist (one post), (x) Office Assistant (two post) (xi), Driver (five post) ,(xii) Sweeper (one post), (xiii) Technical Assist (two post). They are from Kerala Information Mission (IKM) for technical support for data management.
B. Engineering Functionaries
(i)Executive Engineer (one post). There is a separate engineering wing for LSGD. Under the administrative control of the Chief Executive Engineer, LSGD and functional control of District Panchayat, (ii) Assistant Executive Engineer (one post), (iii) Assistant Engineer (one post), (iv) Junior Superintendent (one post), (v) Clerk (four post), (vi) Draughtsman (four post), (vii) Typist (four post), Driver (one post, and (viii) Peon (two post).
Functionaries of the Transferred Institutions
(i) Deputy Director of agriculture (two posts) and auxiliary posts, (ii) District Soil Conservation Officer and auxiliary posts, (iii) One Assistant Executive Engineer and connected posts (iv) Officers and staff of Mobile Soil Testing Laboratory, District Sales Counter, District Agriculture Farm, Coconut Nursery. (The complete functionaries of the Agriculture Department at the District level including Principal Agriculture Officer has not transferred) (v) District Animal Husbandry Officer and auxiliary posts (vi) Officers and staff of ICDP area office, Mobile Veterinary Dispensary, Mobile farm unit, Clinical laboratories not attached to District Veterinary Centres (Functionaries of Animal Husbandry Department at the District level) (vii) Deputy Director and auxiliary post (Functionaries of the Dairy Department at the District level) (viii) Deputy Director and auxiliary post, (ix) Teachers and other staff of Fisheries School (Functionaries of the Dairy Department at the district level) (x) General Manager and auxiliary posts of District Industries Centre (Functionaries of the Industries Department at the district level) (xi) Assistant Development Commissioner, (xii) District Women's Welfare Officer and allied staff, (xiii) Project Director and all the staff of DRDA/PAU (Functionaries of the Rural Development Department at the district level) (xiv) District Social Welfare Officer (xv) District Programme Officer and auxiliary posts (Functionaries of the Social Welfare Department at the district level), (xvi) One Assistant Registrar and one clerk (Functionaries of the Social Welfare Department at the district level), (xvii) District SC Development Officer and auxiliary posts (Functionaries of the SC Department at the district level), (xviii) ITD Project Officer and auxiliary posts (Functionaries of the ST Department at the district level) (xix) District Medical Officer and auxiliary posts, (xx) Medical Officers, Supt. and all other staff of the District Hospital (Functionaries of the Health Services, Allopathy, at the district level) (xxi) District Medical Officer and auxiliary posts, (xxii) Medical Officers, Supt. and all other staff of the District Hospital (Functionaries of the Health Services, Homoeo, at the district level) (xxiii) District Medical Officer and auxiliary posts , (xxiv) Medical Officers, Supt. and all other staff of the District Hospital (Functionaries of the Health Services, Ayurveda, at the district level) (xxv) District Level Officer and auxiliary posts, (xxvi) District and Assistant Educational Officers and auxiliary posts, (xxvii) Teachers and connected posts High Schools, Special Schools and (xxvii)Teachers Training Institutes (Functionaries of the General Education Department at the district level and Teachers) (xxviii)Teachers and connected posts of Higher secondary/Vocational Higher Secondary Schools (Functionaries of the Higher Secondary Education Department at the district level and Teachers) (xxix) All staff of Tailoring and Garment Making Centres and, (xxx) Tailoring Trade Centres (Functionaries of the Technical Education Department at the district level and Teachers)

Source: Data from the Sample District Panchayats

Field Reality:

We have raised a few points for discussion during the field work among the elected authorities and functionaries of the selected sample Panchayats based on the provisions of the State Act and the observations are :-

- (i) The staff position in the eight sample Village Panchayats, four sample Block Panchayats and two sample District Panchayats are verified (Table No.6.1, 6.2 and 6.3) and found to be correct as it was claimed, officially .
- (ii) It was reported that all the Panchayats have sufficient staff strength except in Village Panchayats. There are some complaints regarding the shortage of staff in the Village Panchayats. All the Secretaries and other functionaries of the eight selected sample Village Panchayats opined that the existing staff pattern may be reviewed and regularized. However, the elected authorities mainly the Presidents and Chairpersons of the standing committees have no unanimous view on the issue, though majority of them supported the views expressed by the functionaries. A work study may be suggested in the Panchayats and the staff pattern has to be fixed.
- (iii) While considering the rate of devolution took place at the Village Panchayat in terms of resources, powers, responsibilities and deployment of functionaries (including functionaries of the transferred institutions), a deficit is observed in the ministerial and management capabilities of the Secretaries at the Village Panchayats.
- (iv) Though, the functionaries of the transferred institutions are under the control of the Panchayats, the relationship between the Panchayat and the said officials varies among Panchayats and varies between institutions /departments within the Panchayats. The relationship has not been institutionalized and is guided on mostly on personal equations and behavioral pattern. Similar situation is observed among the three tiers. The system of 'dual control' of the functionaries of the transferred institutions and the way in which their salary is paid may have a negative impact on the devolution of functionaries, which was reported in majority cases. In practice, the Panchayats have no amount of disciplinary control over the functionaries of the transferred institutions. The review of the

works and giving directions to the functionaries of the transferred institutions /departments are limited only to the projects of the Panchayats which are handed over to them for implementing. If projects are not handed over to the functionaries of transferred institutions / department, they are fully outside the jurisdiction of the Panchayat, as a matter-of-fact.

- (v) It is noticed that not a single Panchayat has taken any kind of disciplinary action against any of the functionaries from all the sample Panchayats of the three tiers though there were some degree of ‘discomfort’ as reported. As in the case of disciplinary action, no Panchayat committee had passed any resolution against the Secretary or any other functionary though there were a few incidents which deserve of passing resolutions for transferring the respective Secretary. The situation may be understood very evidently from the words of the Chairperson of a sample Village Panchayat. She says “we are conscious of our limitations. The functionaries at the Panchayat are not as in the case of functionaries at state level. Here, as they are not in our control, personal equations may work better”. Majority of the elected authorities are either not aware of the fact that the functionaries are under the ‘control’ of the Panchayat or able to exercise ‘control’ over the functionaries. However, in majority case a practical formula has been developed to minimize the ‘stress and tension’. A comfort zone also has been created in which some degree of self compliance is developed among functionaries and elected authorities of the Panchayat committee.
- (vi) As per the provisions in the State Act, the Secretaries do participate in the discussions of the meeting of the Panchayat committees and standing committees. In many cases the opinion of the Secretaries of the Village Panchayats was considered as final wordings rather than advisory in nature. In many cases the secretaries have forced the Panchayat committee to withdraw certain resolutions and decisions by showing the weapon of the “right to record their opinion” and the “right to refer it to the Government”. Recording the opinion of the Secretaries and referring a resolution/decision to the government is considered as ‘official intrusion’ in local governance, as the perception of many. Therefore, the general tendency of the Panchayat is that to avoid such

incidents. In all the selected sample Village Panchayats, such incidents had occurred in many times. However, the frequencies were limited in Block and District Panchayats.

- (vii) In the case of all the sample Panchayats, good relationship between elected authorities and official are reported. Not a single incident had been reported in any of the sample Panchayat where the professional freedom of the officials was challenged. Same is the case with code of conduct and no complaint had reached to the Ombudsman. No incident on the use of rude language, gesture and action in the Panchayats from the sample Panchayats.
- (viii) While exercising the statutory functions by the officials of the Village Panchayats, it is reported that there were interference or exerting influence from the Presidents and Chairpersons. Such cases were reported from all the eight sample Village Panchayats. The further probing in this direction reveals the difficulty of keeping such a water tight compartment between statutory and non statutory functions, in a small unit of administrative domain.
- (ix) It is observed that all the sample Panchayats had developed supplementary systems for voluntary application of the human resources to the Panchayats. The system had been developed along with the introduction of People's Planning Campaign and is being continued to a limited scale.
- (x) Some degree of reluctance and disinclination is observed among functionaries to move on to control by Panchayats when attempts had been taken to redeploy the functionaries. The redeployment process had proved very cumbersome and therefore the Government had initiated the process of fresh recruitment and permanent transfer of posts. Still there is shortage of functionaries; particularly engineering staff as it is reflected in three of the sample Village Panchayats.
- (xi) However, the shortage of functionaries is not reported from all the four selected Block Panchayats. This may be due to the fact that a convergence of traditional and new staffing pattern has developed at the Block Panchayat as the traditional Block Development Offices and middle tier of Panchayat are horizontally converged in to the Block Panchayat.

- (xii) The shortage of functionaries is reported from the two selected District Panchayats. District Panchayats being an institution of the post constitutional phase it has followed a different pattern of functionaries. Some degree of reluctance and disinclination is observed among Secretaries to continue in the District Panchayat as Secretaries. The pressure from elected authorities and the fear of consequences based on political decisions' are stated as the reasons there of.

Conclusion

In the process of devolution it is realized that the Panchayats can perform functions only with the support of functionaries who were hitherto performing those functions. In a sachet of decentralization, Kerala has followed the norm of, "the function and the functionaries should go together" while devolving the functionaries to Panchayats . This means that the functionaries for specific tasks at various levels will be attached to the corresponding tiers of the governments to whom the functions have been transferred. This approach necessitated massive transfer of functionaries to Panchayats. But that has not made as expected. And therefore function is with the Panchayat and the functionaries are still with the line departments. The institutional arrangement of the mechanism of dual control is not properly addressed the issue. The Village Panchayats in Kerala had their own functionaries to perform the traditional functions. Since the 'Development Blocks' are transformed in to Block Panchayats a convergence of traditional and new staffing pattern has developed at that level. The District Panchayats being an institution of the post constitutional phase has followed a different pattern of functionaries. The new dispensation followed by the constitutional commitments and the decentralization process has become instrumental for loading value addition to the Panchayats. The additional functions and responsibilities are expected to perform with the support of the functionaries of the transferred institutions. Due to the mechanism of dual control, the services of the functionaries of the transferred institutions are not properly available to the Panchayats. Therefore, shortage of functionaries, particularly engineering staff is reflected in many of the Panchayats. As a result, a policy decision had been taken to

deploy some of the surplus functionaries to Panchayats. However, the deployment of functionaries has proved a cumbersome exercise and it is followed by the concept of permanent engineering functionaries for Panchayats. As a result, a separate engineering wing is created under the nomenclature 'Engineering Wing of LSGD'. The engineering functionaries were deployed in each Panchayat with full professional freedom and administrative control of the vertical hierarchy of their respective line department. The functional control is said to be with the respective Panchayat. In the Panchayats there are real distinction between the core functionaries, engineering functionaries and functionaries from transferred institutions /departments. A unified Panchayat staff structure under single administrative head has not yet developed in the Panchayats to strengthen devolution of functionaries.

It is also realized that the provisions of State Act was inadequate to engage in administering the functionaries of the Panchayat. Therefore, the Kerala Panchayat Raj Act, 1994 was thoroughly restructured in 1999 and formulated a separate part on "Officers and Employees of Panchayats" which gives the functions and powers of the functionaries. The new provision in the Act gives special emphasis on code of conduct in using language, gestures and actions while interacting with elected authorities and officials. Professional freedom and statutory rights of the functionaries are protected from political pressure. Sphere autonomy of the functionaries is ensured while discharging the statutory functions and it is separated from the political domain. The overall intention was to create an enabling environment for good local governance by ensuring healthy relationship between the elected authorities and officials with mutual respect. The provisions are really protective measures to maintain the two domains of the body politics and day to day business of the Panchayats. Of course, difficulty of keeping such a water tight compartment between statutory and non statutory functions, in a small unit of administrative domain is the real challenge. It is hypothesized that only experienced political leadership and professional functionaries at the local level can take up the challenge. The evidence from the sample Panchayats reveals that the challenge is being addressed with an affirmative note.

CHAPTER 7:

PANCHAYAT ADMINISTRATION

Introduction

Panchayat administration is the synergy of legal framework, business rules, culture, practices and local wisdom of a sub system of larger politico administrative structure. Since it is the sub system of larger political economy, both the externalities and internalities also play major role in shaping the Panchayat administration. In the context of devolution, it is the synthesis of three components such as functions, functionaries and finance though each one has its own of functional autonomy and separate domain for performance. Any development in one component may have its own reflection on other components and finally it makes impact in the Panchayat administration. Therefore, in a way, a detailed enquiry of the Panchayat administration is a sign of the nature and content of devolution. In other words, 'Panchayat administration' is taken as a proxy variable to understand the dynamics and process of devolution. Here, with this understanding, a specific attention is made to document the different aspects of the Panchayat administration. The working of the standing committees at different levels is taken in to consideration and their relation with the respective Panchayat Committee is also looked into. The issues of parallel committees, the role of private service providers, and the new tools engaged in the Panchayat for service delivery are also covered under the present chapter.

Standing Committees as per the Provisions in the Act

Village and Block Panchayats

Section 162 of the Kerala Panchayat Raj Act 1994 states that that there are four standing committees in a Village Panchayat and they are (i) Standing Committee for Finance (ii) Standing Committee for Development (iii) Standing Committee for Welfare and (iv) Standing Committee for Health and Education. In the Block Panchayat also there are four standing committees as in the case of Village Panchayat.

The institution and working of standing committees are designed to accelerate the spirit of democratic decentralization in decision making and to assuage the sectarian attitude of party politics in the Panchayat system. Functional jurisdiction has been provided for each committee to avail domain clarity. The committee system provides space for free discussions and active participation of elected members before any issue/proposal is placing to the Panchayat committee (full body). Since the committee system is designed in such a way that every elected member belongs to one or the other committee, every one may get a feeling that s/he is 'in office' and something to do with the governance of the Panchayat rather than 'in opposition'.

Subjects dealt with Village and Block Panchayats

- (i) **Standing Committee for Finance** shall deal with the subjects of finance, tax, accounts, audit, budget, general administration, appeals relating to tax and subjects not allotted to other Standing Committees.
- (ii) **Standing Committee for Development** shall deal with the subjects of development planning, socio-economic planning, spatial planning, agriculture, soil conservation, social forestry, animal husbandry, dairy development, minor irrigation, fisheries, small-scale industry, public works, housing, regulation of building construction, electricity etc.
- (iii) **Standing Committee for Welfare** shall deal with the subjects of development of scheduled caste / scheduled tribe, development of women and children, social welfare, social security, slum improvement, poverty alleviation, public distribution system , education, art and culture and entertainment
- (iv) **Standing Committee for Health and Education** shall deal with the subjects of development of public health, sanitation, water supply (drinking water), sewerage and environment.

District Panchayats

District Panchayat have five standing committees .They are (i) Standing Committee for Finance (ii) Standing Committee for Development and (iii) Standing Committee

for Public works, (iv) Standing Committee for Health and Education (v) Standing Committee for Welfare.

Subjects dealt with District Panchayats

- (i) **Standing Committee for Finance** shall deal with the subjects like finance, accounts, audit, budget, general administration and subjects not allowed to other standing committee;
- (ii) **The Standing Committee for Development** shall deal with the subjects like development planning, socio- economic planning, agriculture, soil conservation, animal husbandry, minor irrigation, fisheries and small scale industry, etc.
- (iii) **The Standing Committee for Public Works** shall deal with the subjects like public works, housing, spatial planning and environment;
- (iv) **The Standing Committee for Health and Education** shall deal with subjects like public health and education;
- (v) **The Standing Committee for Welfare** shall deal with subjects like social welfare, development of women and children and development of scheduled caste-scheduled tribe.

Constitution of the Standing Committees

According to the Act, all the members of the Panchayat are elected as a member in any of the standing committee and the number of members to each standing committee shall be equal, as far as possible. The Panchayat is empowered to decide the number of members in each standing committee including the chairperson of the committee and once the number of members of each standing committee is decided it can not be changed within the term of that Panchayat. The members of the standing committee is elected from the members of the Panchayat under the proportional representation system by single transferable vote and a member is entitled to be a member of any one of the standing committee. The 'proportional representation system by single transferable vote' is a mechanism to protect the voice of the dissent and minority interest against the hegemony of a single party domination in the

standing committees. All the chairpersons of the standing committee are elected whereas the vice president is the ex officio chairperson of the finance standing committee. The president is the ex-officio member of all standing committees without the right to vote. The term of the standing committees co-exists with the term of that Panchayat.

Steering Committee

As per the amendment of the Kerala Panchayat raj Act, 1994 (Act of 13 of 1999), a separate Section (162.B) on 'Steering Committee' has been inserted. There is a Steering Committee in every Panchayat consisting of its President, Vice President and the Chairperson of the standing committees'. The President of the Panchayat is the ex-officio Chairperson of the Steering Committee. The committee has to co-ordinate and monitors the functions of the standing committees and performs such other powers and functions as may be entrusted to it by the Panchayat.

Functional Committees

There is a provision in the Act (Section 163) to form functional committees for different subjects like agriculture, sanitation, communication public health, and education consisting of members of Panchayats and others who are interested in public welfare and who are nominated by the Panchayats. However, members nominated by the Panchayats shall not have any right to vote.

Sub Committees and Ward Committees

According to the Section 164 of the Act the Panchayat can constitute sub committees to assist the standing committees /functional committees for the execution of any work, scheme, plan and project .And the committee may consist of members of the Panchayats and those who are interested in public welfare work and who are nominated by the Panchayat. There are two committees (i) subcommittee of Gram Sabha which consist of Scheduled Tribe population and it has similar powers and functions as that of Gram Sabha (ii) ward committee to study and report on the needs of the constituency.

Joint Committees

As per the Section 165 of the Kerala Panchayat Raj Act 1994, there is provision to constitute joint committee of two or more local self governments for any purpose for which they are jointly responsible.

Field Reality

1. Standing Committees in the Village Panchayats

The entire eight selected sample Village Panchayats had constituted four standing committees and one steering committee as per the provisions in the Act and it noticed that all the standing committees are constituted, conducted regular meetings, performed assigned functions and passed resolutions. Table No.7.1 gives details on the functioning of the standing committees in one of the sample Village Panchayat (Puthussery). It is reported that the Standings Committees of the Village Panchayats from the BRGF district had more frequency of meetings and the number of resolutions than Panchayat from the Non BRGF district. Average number of meetings and resolutions per each standing committee is worked out from the data on eight sample Village Panchayats. On an average there was one meeting per month for a standing committee (Table No.7.2 & Diagram No.7.1). Among the standing committees, the 'Health and Education Standing Committee' had the highest number of 13 meetings and the 'Development Standing Committee' was in other side with only 10 meetings. The maximum number of resolutions (44) had been passed by the 'Development Standing Committee' whereas the 'Health and Education Standing Committee' had the lowest number of resolutions (15). However, the Steering Committees are active only in six Village Panchayats where no significant differences were noticed. The two Villages Panchayats with 'non active Steering Committees were divided among both the districts. The relevance of the steering committees is not fully convinced by the Panchayats and some of the functionaries have opined that there are functional duplication between the standing committees and steering committee. The decisions and resolutions of the standing committees were placed before the respective eight sample Village Panchayats (full body) for consideration. No stress and strain is

reported in the functional relationship between the standing committees and respective Panchayat committee.

Table No 7.1: Details on Standing Committee from a Sample Village Panchayat (Puthussery) 2012-2013

Name of standing committee	Chairperson (name & designation)	No of Members (designation)	Number of meetings held in 2012-13	Average attendants of the participant per meeting	Total No. of resolutions passed
1Finance	S.K. Anandakrishnan Chairperson of the Standing Committee & Vice President	Six Ward Members	23	6	39
2Development	Emily Teacher- Chairperson of the Standing Committee & VP Member	Six Ward Members	12	6	27
3Welfare	N.Muraledharan Chairperson of the Standing Committee& VP Member	Five Ward Members	16	5	38
4-Health & Education	K. Anitha Chairperson of the Standing Committee & VP Member	Five Ward Members	19	5	24

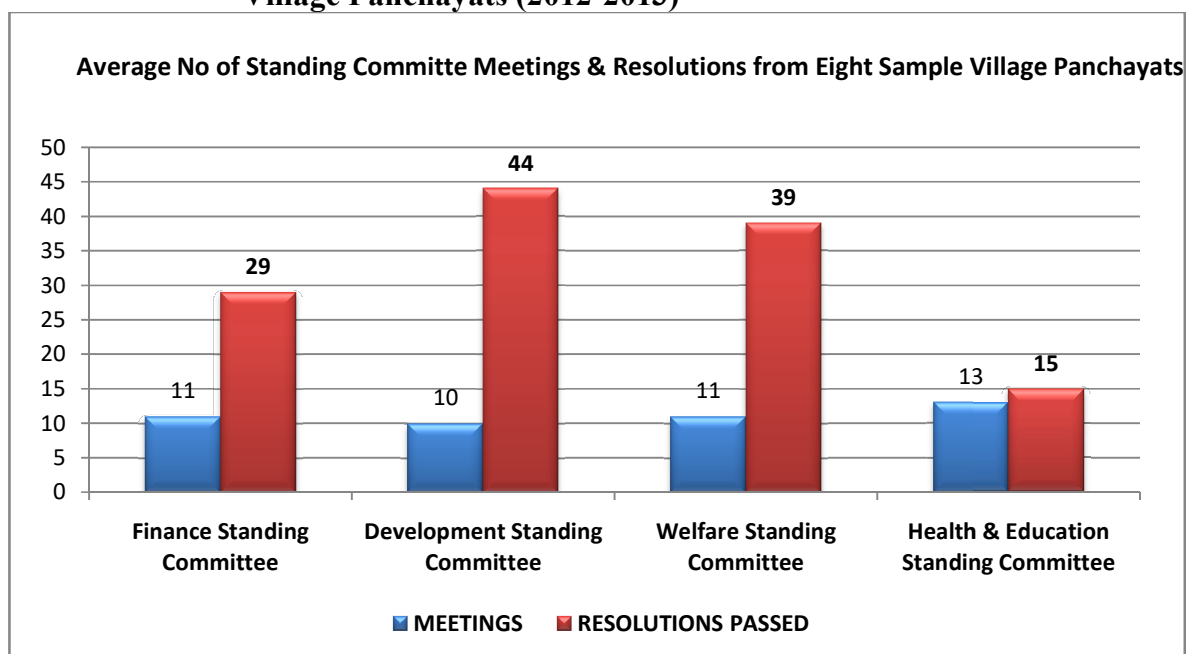
Source: Data from the office of the Village Panchayat,(Puthussery)

Table No 7.2: Average Number of Standing Committee Meetings in Eight Sample Village Panchayats (2012-2013)

SI No	STANDING COMMITTEES	MEETINGS	RESOLUTIONS PASSED
1	Finance	11	29
2	Development	10	44
3	Welfare	11	39
4	Health & Education	13	15

Source: Average is computed from the data on eight sample Village Panchayats and the data is from the offices of the eight Sample Village Panchayats.

Diagram No 7.1: Average Number of Standing Committee Meetings in Sample Village Panchayats (2012-2013)



Source: Computed from Table No .7.2

2. Standing Committees in the Block Panchayats

It is seen that four standing committees and one steering committee from each Block Panchayat had been constituted in all the four sample Block Panchayats. All the standing committees are reported to be active and it is reflected in the number of meetings and resolutions. Table No.7.3 gives details on the functioning of the standing committees in one of the sample Block Panchayat (Malampuzha). Average number of meetings and resolutions per each standing committee is worked out from the data on four sample Block Panchayats. On an average there was one meeting per month for each standing committee except 'health and education standing committee'. It had only 10 settings (Table No.7. 4 & Diagram No.7.2). The maximum number of 51 resolutions had been passed by the 'welfare standing committee' whereas the corresponding number of the development standing committee was 28. In the number of meetings and number of resolutions no difference is observed among the Block Panchayats from the BRGF and non BRGF districts. As in the case of Village Panchayats, the steering committees are not appeared to be vibrant in all the four Block Panchayats. The major decisions and resolutions of the standing committees

were placed before the respective four sample Block Panchayats (full body) for consideration. Harmonious relationship between the standing committees and respective Panchayat Committee is noticed.

Table No 7.3: Details on Standing Committee from a Sample Block Panchayat (Malampuzha, 2012-2013)

Name of standing committee	Chairperson (name & designation)	No of Members (designation)	Number of meetings held in 2012-13	Average attendants of the participant per meeting	Total No. of resolutions passed
1 Finance	K.A.Prasannakumari Chairperson of the Standing Committee & Vice President	3-Ward members	12	3	22
2 Development	T.K.Achuthan Chairperson of the Standing Committee & BP Member	3-Ward members	12	3	28
3 Welfare	G.Prasanna Chairperson of the Standing Committee & BP Member	3-Ward members	12	3	53
4 Health & Education	M. Santha Chairperson of the Standing Committee & BP Member	3-Ward members	3	3	43

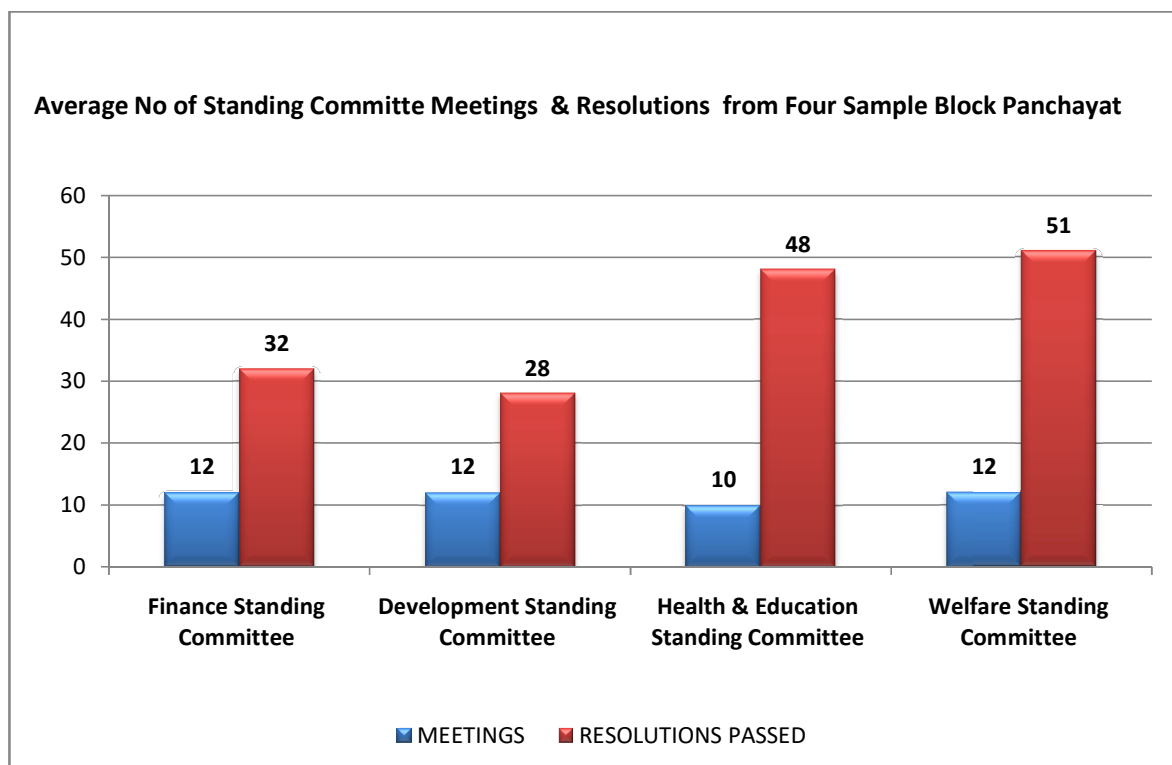
Source: Data from the office of the Block Panchayat, (Malampuzha)

Table No.7.4: Average Number of Standing Committee Meetings in Sample Block Panchayats (2012-13)

SI No	STANDING COMMITTEES	MEETINGS	RESOLUTIONS PASSED
1	Finance	12	32
2	Development	12	28
3	Welfare	12	51
4	Health & Education	10	48

Source: Average is worked from the four sample Block Panchayats and the data is from the Offices of the four sample Block Panchayats

Diagram No7.2: Average Number of Standing Committee Meetings in Sample Block Panchayats (2012-13)



Source: Computed from Table No .7.4

3. Standing Committees in the District Panchayats

The evidence suggested that all the five standing committees and one steering committee each had been constituted in the two sample District Panchayats. It is noticed that the standing committees are very active in all the two sample Panchayats and it can be supported with the number of meetings and resolutions. Table No.7.5 gives details on the functioning of the standing committees in one of the sample District Panchayat (Palakkad). Average number of meetings and resolutions per each standing committee is worked out from the data on two sample District Panchayats. On an average there was more than one meeting per month for each standing committee (Table No.7.6 & Diagram No.7.3). The ‘Welfare Standing Committee’ had the record of the highest number of 15 meetings and the lowest record was with ‘Public Works Standing Committee’ and the corresponding number was 13. In the case of the number of resolutions the ‘Health and Education Standing Committee’ had

secured first with 210 resolutions and it was followed by the ‘Finance Standing Committee’ with 164 resolutions. In the number of meetings and number of resolutions no difference is observed among the District Panchayats from the BRGF and non BRGF districts. The ‘Steering Committee’ of both the District Panchayats is appeared to be functional. The major decisions and resolutions of the standing committees were placed before the respective two sample District Panchayats (full body) for consideration. No discordant note was seen between the standing committees and respective Panchayat Committee.

Table No 7.5: Details on Standing Committee from a Sample District Panchayat (Palakkad, 2012-2013)

Name of standing committee	Chairperson (name & designation)	No of Members (designation)	Number of meetings held in 2012-13	Average attendants of the participant per meeting	Total No. resolutions passed
1. Development	K.E.Haneefa- Chairperson of the Standing Committee& DP Member	5	15	4	184
2. Health & Education	Abdul Rahman Master- Chairperson of the Standing Committee & DP Member	4	14	4	97
3. Public Works	K.G. Jayaufi-Chairperson of the Standing committee & DP Member	6	14	5	86
4. Welfare	K. Sreeja- Chairperson of the Standing Committee& DP Member	4	13	4	166
5. Finance	Subaida Ishaq- Chairperson of the Standing Committee & Vice-President	5	13	5	191

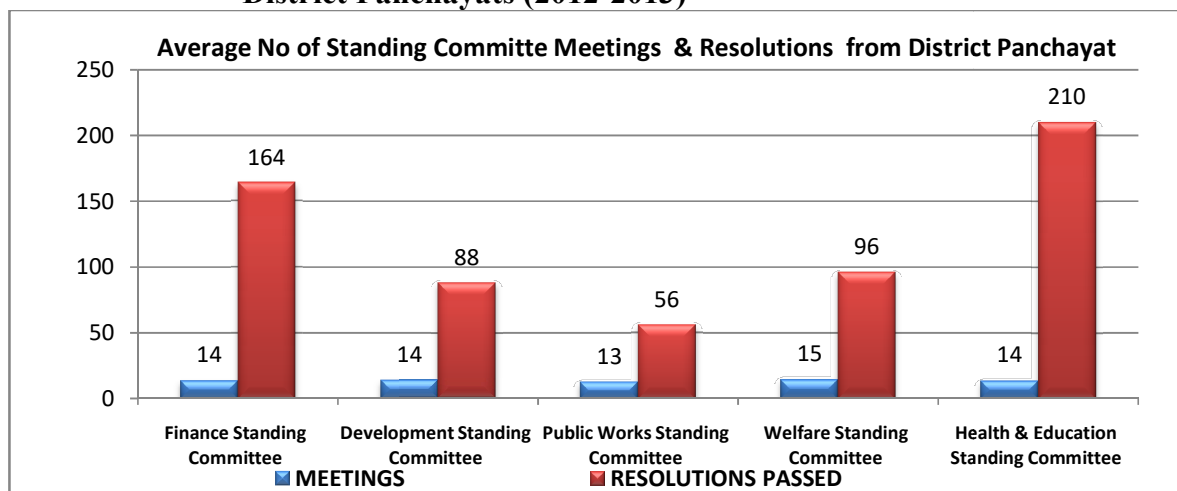
Source: Data from the office of the District Panchayat

Table Number 7.6: Average Number of Standing Committee Meetings in Sample District Panchayats (2012-13)

Sl No	STANDING COMMITTEES	MEETINGS	RESOLUTIONS PASSED
1	Finance	14	164
2	Development	14	88
3	Public Works	13	56
4	Welfare	15	96
5	Health & Education	14	210

Source: Average is worked from the two selected sample District Panchayats and the data is from the Offices of the District Panchayats

Diagram No.7.3: Average Number of Standing Committee Meetings in Sample District Panchayats (2012-2013)



Source: Table Number 7.6

Functional Committees, Sub/Ward Committees and Joint Committees

Though there are provisions to constitute functional committees, sub committees, ward committees and joint committees as mentioned above, no attempt had been made to constitute any of the committees in any of the sample Panchayats. It is felt that the provisions for constituting such committees were not aware among elected authorities.

Application of E-Governance

The State government is committed to implementing e-Governance in the Panchayats . The setting up of Information Kerala Mission (IKM) is a testimony of the dedication shown by the State. Since its initiation in 1999, the Mission has been making exemplary efforts in developing several applications for the Panchayats. However, the utilization of such facilities in the selected Panchayats was found to be far from satisfactory. Some of the well known programmes of the IKM have been implemented only by a few Panchayats. Most of the programmes were not even started in some of the Panchayats. An enquiry into the reasons to the apathy of the Panchayats in championing e-governance reveals infrastructure limitations, which could be solved at the local level itself. For that, political will as well as attitudinal change among the Panchayats functionaries is required.

Parallel Bodies

Parallel bodies are separate set of organizational arrangements to perform planning and execution of development projects /activities in the functional and spatial area of

Panchayats by using resources from public exchequer or donor agencies. The existence of these organizations are parallel because it has independent decision making on policies and resource allocations outside the Panchayati Raj systems. These organizations have no horizontal accountability whereas vertical accountability is in existence which is to the State and or Central Governments. The District Rural Development Agency (DRDA) was abolished and merged with the District Panchayat and it is known as *Poverty Alleviation Unit* (PAU) of the District Panchayat. The staff of the PAU functions with the District Panchayat under a separate wing which carries out the traditional functions of the former DRDA such as receipt of funds for administering centralized sponsored scheme (CSS), their disbursement to the implementing agencies, reporting of expenditure, sending of utilization certificate and getting audit conducted. The PAU continued to be supported under the 'DRDA Administration Scheme' of the Union Government. The same pattern is followed in the two sample selected District Panchayats of Kollom and Pallakkad. Moreover, in the two districts, the PAUs are located in the District Panchayat building. There are other parallel bodies in the District (SSA, NRHM, District Horticulture Mission, District Hospital Management Committee, District Sports Council, District Sanitation Committee and District Tourism Promotion Council) where certain level of harmonization of functions and institutional linkages had been worked out with the District Panchayats. There were no parallel bodies except Hospital Management Committee at the Block Panchayat level where the Block Panchayat has a de facto role in the policy formulations and institutional linkage. This is observed in all the four sample Block Panchayats. However, at the Village Panchayat level there are a large number of bodies such as School Management Committee/Parent Teacher Association, Hospital Management Committee, Village Water & Sanitation Committee, Power committee, Joint Forest Management Committee and *Jagratha Samiti*. As per the acceptable definition of the term, these organizations are not under the category of 'parallel bodies' since they are not independent from the Village Panchayats. In all the eight Village Panchayats these so called 'parallel bodies' are harmonized with the Village Panchayats. Of course, there are organizations / agencies which are in operation at different levels (district, block and village). But they are not

under the category of ‘parallel bodies’. These organizations have no energy to belittle the Panchayats to the status of ‘yet another organization’. On the other side these organizations do support and strengthen the Panchayats by providing technical expertise. Moreover, the centrality and governmental status of the Panchayat is being recognized by the other agencies.

Conclusion

All the tiers of Panchayat have standing committees on subject specific matters. The legal framework for the standing committees is provided in the State Act. Both in the Village and Block Panchayat there are four standing committees whereas in the case of District Panchayat the number of standing committees is five. The institution and working of standing committees has succeeded in accelerating the spirit of democratic decentralization in decision making and in acquiring power over the sectarian attitude of party politics in the Panchayat system. The committee system has provided democratic space for free discussions and active participation of elected members before any issue/proposal is placing to the Panchayat committee (full body). The number of meetings and the number of resolutions in each standing committee was the testimony of vibrancy of the standing committees .The constitution and composition of the committee system is designed in such a way that every elected member belongs to one or the other committee, everyone could get a feeling of partnership in business . The Panchayat administration has worked as the synthesis of three components (functions, functionaries and finance). The detail enquiry of the Panchayat administration has provided evidence to understand the dynamics and process of devolution. The working of the standing committees at different levels has serviceable relationship with the respective Panchayat Committee. The concept of ‘parallel committees’ has a different context in the case of Kerala. Of course, there are organizations / agencies which are in operation at different levels, both at the district and sub district levels. But they could not be taken as nomenclature for parallel bodies. These organizations have no energy to belittle the Panchayats .The centrality and governmental status of the Panchayat is being recognized by these agencies.

CHAPTER 8:

GRAM SABHA

Introduction

It is a well recognized fact that Gram Sabha is the only forum which stands for direct democratic practice and for deliberative democracy in rural areas. A vibrant Gram Sabha is essential for the effective functioning of Gram Panchayat by promoting transparency and accountability in administration, enhancing public participation in the planning and implementation of schemes and paving the way for social justice and local economic development. In other words, Gram Sabha is the motive force for inclusive growth and governance at the local level. In this chapter an effort is made to introduce the Gram Sabha provisions in Kerala Panchayat Raj Act, 1994. The chapter gives the functional relationship between Gram Sabha and Gram Panchayat. With the support of proceedings, minute's book and attendance register of the meetings of the Gram Sabha from the eight sample Panchayats have been examined in detail. The role of the Gram Sabha in the preparation of action plans, identification of beneficiaries for rural development schemes, approval of budget, annual financial statements, social audit reports and decentralized planning have been analyzed in the chapter. Finally, the chapter also tries to document the perception of the local community towards the Gram Sabha. The chapter is designed in two parts; part one gives the provisions of the State Act and the field realities are presented in part two.

Part One: Gram Sabha as per the State Act

1. Structure

The section 3 of Chapter II of the Kerala Panchayat Raj Act exclusively deals with Gram Sabha. Two additional sections (section 3A & section 3B) were incorporated by the Act 13 of 1999. All over the country, as per the Article 243 of the Constitution, the general assumption is that there may be one Gram Sabha for every Village Panchayat. However, Kerala may be an exception where each constituency (ward) of a Village Panchayat is specified as a 'Village' and therefore in each constituency there is one Gram Sabha. The State Act is very clear and specific in this case. It says, "For

the purpose of this chapter, each constituency of village panchayat may be specified as a village under clause (g) of article 243” The institutionalization of the provision of the Act has made an average 20 Gram Sabhas in each Village Panchayat. As per the Act, Gram Sabha shall meet at least once in three months (Section 3.3) and there will be a minimum four Gram Sabhas in a year. In the case of an average Village Panchayat having 20 constituencies where each constituency is a ‘village’ as per the definition and there will be 20 Gram Sabhas. As per the provisions there shall be minimum four sittings. Therefore, 80 (20x4) Gram Sabhas have to be convened in the said Village Panchayat. Generally, the elected authorities and officers have felt that to convene such a number of meetings in a year is practically a difficult exercise. This issue has been widely discussed by the Oommen Committee and also shared the above difficulties in conducting the Gram Sabhas. The Committee says “Minimum of four Gram Sabha meetings in a year is an extremely arduous task” and has recommended for reducing meetings in to two. The member of a Village Panchayat of the respective constituency shall be the convenor of that Gram Sabha (Section 3.4) and shall be presided over by the President of the Village Panchayat. In the absence of the President, the Gram Sabha shall be presided by the Vice-President. In the absence of the President and Vice President, the Convenor can preside (Section 3.5). The member of the Block Panchayat, District Panchayat and Legislative Assembly of the area of the Gram Sabha shall be invited (compulsorily) by the convenor for attending the meeting (Section 3.3). The quorum of the Gram Sabha shall be ten per cent of the number of voters of its area whereas which was adjourned earlier for want of quorum shall be fifty when convened again (Section 3A.4). The Oommen Committee has recommended the quorum to be five per cent. According to the provisions of the Act, the officers of the Village Panchayat have to attend the meeting of the Gram Sabha and an officer can be nominated as the co-ordinator by the Panchayat. The co-ordinator shall assist the convenor in convening and conducting the meeting of the Gram Sabha. It is also the duty of the co-ordinator in recording its proceedings in the minute’s books and also taking up follow up action (Section 3 A.5). Though resolutions can be passed on majority basis on any issue within its jurisdiction, the Act encourages general consensus by the Gram Sabha (Section 3 A.7).

The Act envisages for constituting general and special sub committees by the Gram Sabha. Such committees are entitled for detailed discussions on any issue or programmes and for the effective implementation of the schemes and the decisions and in furtherance of its rights and responsibilities. It is mentioned that such committees shall consist of not less than ten members and half of them shall be women (Section 3 A.6).

2. Powers, Function and Rights of the Gram Sabha

As per the amendment of the State Act (Act of 13 of 1999), a special provision on 'powers, function and rights of the Gram Sabha has been incorporated. Table 8.2 illustrates the list which is 19 in number. The actual operation of the provisions based on the field situation in the sample Panchayats are discussed in part two (Table 8.2).

3. Role of Gram Sabha

The Gram Sabhas have specific role to fulfill all the major activities of the respective Village Panchayats in the State. It is reflected in the State Act/ Govt. orders (GOs) / guidelines. The major role/activities of the Gram Sabha are presented in Table No .8.3 and they are:- (i) planning,(ii) budget preparation, (iii) passing of accounts, (iv) social audit, (v) preparation of BPL list,(vi) preparation of beneficiary list, (vii) preparation of labour budget, (viii) preparation of BRGF plan, and (ix) vetting and approval of Socio Economic and Caste Census (SECC). The actual situation in the sample Panchayats is presented in part two (Table 8.3).

4. Responsibilities of Gram Sabha

As per the State Act (Act of 13 of 1999), eight responsibilities of the Gram Sabha are listed and the Gram Sabha has to make periodic reports regarding the responsibilities to the Village Panchayats (Table No 8.4). These responsibilities are incorporated in the State Act to create an enabling condition for build social capital, civic culture and citizen centric governance. The applicability and operation of the provisions are discussed with empirical evidences from the Gram Sabhas of the sample Panchayats are shown in Table No .8.4.

5. Relationship between Gram Sabha and Village Panchayat

Organic and functional relationship between Gram Sabha and Village Panchayat is ensured by placing important documents before the Gram Sabha. The Village Panchayat is directed to place the following documents before the Gram Sabha. They are :- (i) development programmes relating to the constituency during the previous year, (ii) activities proposed to be undertaken during the current year, (iii) the expenditure and the annual statement of accounts, (iv) administrative report and (v) Social Audit report. This may be considered as a mechanism to ensure accountability and transparency in local governance.

Part Two :Gram Sabha, the Field Reality

Meetings, Participation and Business of Gram Sabha

On an average four general Gram Sabhas were conducted in almost all the Sample Gram Panchayats. The average number of participants in the general Gram Sabha is around 10 percent of the total voters as per the evidence of the official documents of the sample Panchayats and the participation rate of the Gram Sabha in the document must be taken with a pinch of salt. The average number of participants per Gram Sabha is 141. The figures are based on the average from all the Gram Sabhas of the eight sample Village Panchayats.

The sample case of a Village Panchayat (Kulasekharapuram) from Kollam District is presented in Table No 8.1 and it reveals the actual status of Gram Sabha meetings conducted in the 23 wards (constituencies) of the Panchayat. The figures are derived based on the average numbers arrived at each ward.

Table No 8.1: Gram Sabha Participation and other Details from Sample Village Panchayat (Kulasekharapuram).

SL.No of Gram Sabha	Average No. of Participants Attended	Average No. of Officials Attended	Average No. of Issues/ Subjects Discussed	Average No. of Decisions Taken	Average No. of Actions Taken
1 GS	155	4	2	2	2
2 GS	169	4	4	4	4
3 GS	184	4	2	2	2
4 GS	183	3	1	1	1

Source: Gram Sabha records from Kulasekharapuram Village Panchayat.

The Table No 8.1 gives a clear picture of the number of Gram Sabhas held in the financial year 2012-2013 in one of the sample Panchayats (Kulasekharapuram). It was observed that there were 155, 169, 184 and 183 participants respectively for the four Gram Sabhas. Majority of the participants are women and the institution of *Kudubashree* is the being used as an agency for Gram Sabha mobilization .The required number of four Gram Sabha meetings (four) was held and proper records have been available in the Village Panchayats. About three to four officials attended the respective Gram Sabhas and number (one to four) of topics was discussed. Decisions and actions were taken on all these issues. The number of topics and subjects discussed in all the four Gram Sabhas are one and same and it is seen cut across the Gram Sabhas held in the wards of the same Panchayat and cut across the sample Panchayats. For example, in first Gram Sabha, only two decisions were taken and they are related to (i) plan preparation and (ii) approval of the list of the pension holders. Four issues (i. action plan, ii. working group, iii. labour budget of MGNREGA and iv. social audit) are discussed and decisions taken in the second Gram Sabha. Beneficiary selection and sanitation programme are the two issues in the third Gram Sabha whereas annual audit was the sole agenda in the fourth one. It is seen that the third Gram Sabha had registered the highest number of participants, where the beneficiaries have been selected. It is reported that the issues to be discussed and action to be taken in the Gram Sabhas is ‘directed by the guidelines from the top’. And it may be one of the reasons for translating all the ‘issues/subjects discussed’ in to ‘decisions taken’ and ‘actions taken’. It is noticed that no issue/subject of local content and context is listed in the agenda of any of the Gram Sabhas in the sample Panchayats. It is not due to the non appearance of the local issues but the perception is that only issues/subject which are directed by the ‘Plan Guidelines/Plan Managers’ are supposed to be discussed in the Gram Sabhas. The homogenization of Gram Sabha takes the life of local initiatives and the potential of being used it as a tool for deepening democracy.

The Cost for Conducting Gram Sabha

It is reported that all sample Village Panchayats could mobilize funds to convene the Gram Sabha meeting from different sources (own fund/ development fund /contribution etc.). The amount utilized for conducting Gram Sabha in one year ranges from Rs. 17,000 to Rs. 76,500 with an average of Rs. 43,140 per Panchayat, as the information reveals from the sample Panchayats. Again, the cost per Gram Sabha meeting is worked out and it is around Rs.600.

Powers, Functions and Rights of Gram Sabha

The powers, functions and rights of Gram Sabha as per the Panchayat Raj Act, 1994 are very exhaustive. However, among the long list of assigned powers and functions to Gram Sabha only limited issues are covered. The Table No 8.2 reveals that there are large numbers of powers and functions assigned to Gram Sabha are left untouched. Out of the 19 items (powers, function and rights) listed in the Act, only five (around one fourth) have been covered in all the eight sample Panchayats. Four items (around one fifth) have not been covered in any of the sample Panchayats and remaining items are covered partially. It gives an impression that the existing potential of the Gram Sabha are not properly utilized by the local citizens. The accomplishment of the Gram Sabha is yet to be operationalized in the local context.

Table No 8.2: Powers, Function and Rights of Gram Sabha towards the Actual Exercise in the Sample Panchayats

SL. No.	Powers, Functions and Rights of Gram Sabha as per the Kerala Panchayat Raj Act.	Actual Exercise of the Powers, Functions and Rights of the Gram Sabhas of the Eight Sample Gram Panchayats
1.	To render assistance in the collection and compilation of details required to formulate development plans of the Panchayat	Yes, in all the cases.
2.	To formulate the proposals and fixing of priority of schemes and development programmes to be implemented in the area of Village Panchayat	Yes, in all the cases.
3.	To prepare and submit to the Village Panchayat a final list of eligible beneficiaries in the order of priority relating to the beneficiary oriented schemes on the basis of the criteria fixed	Yes ,in all the cases
4.	To render assistance to implement effectively the	Not even a single case.

	development schemes by providing facilities locally required	
5.	To provide and mobilize voluntary service and contribution in cash or in kind necessary for the development plans	Not even a single case
6.	Suggesting the location of street lights, street or community water taps, public wells, public sanitation units, irrigation facilities and such other public utility schemes	Only in the case of streetlight
7.	To formulate schemes to impart awareness on matters of public interest like cleanliness, environmental protection, pollution control and to give protection against social evils like corruption, illicit and clandestine transactions	Only in the case of cleanliness and environmental protection
8.	To promote harmony and unity among various groups of people within the area of the Gram Sabha and to organize arts and sports festivals to develop goodwill among the people of that locality	Only in the case of arts and sports festivals.
9.	To monitor and render assistance to the beneficiary communities engaged in the developmental activities within the area of the Village Panchayat	Not even a single case
10.	To verify the eligibility of persons getting various kinds of welfare assistance from the Government such as pensions and subsidies	Yes, in all the cases.
11.	To collect information regarding the detailed estimates of works proposed to be implemented in the area of the Gram Sabha	Not seen practiced.
12.	To make available details regarding the services to the rendered and the activities proposed to be done by the concerned officials in the succeeding three months	Not even a single case
13.	To know the rationale behind every decision taken by the Panchayat regarding the area of the Gram Sabha	Not even a single case
14.	To know the follow up action taken on the decisions of the Gram Sabha and the detailed reasons for not implementing any of the decisions	Not even a single case
15.	To co-operate with the employees of the village Panchayats in the sanitation processes and rendering voluntary service for the removal of garbage	Only in three cases.
16.	To find out the deficiencies in the arrangements for water supply, street lighting etc. within the area of the Gram Sabha and to suggest remedial measures	Only in two cases
17.	To assist the activities of parent-teacher associations of the schools within the area of the Gram Sabha	Not even a single case
18.	To assist the public health activities especially prevention of diseases and family welfare, within the area of the Gram Sabha	Not even a single case
19.	To perform such other functions as may be prescribed from time to time	Not even a single case

Sources: Kerala Panchayat Aaj Act, 1994 & the Gram Sabha proceedings of the sample Eight Village Panchayats

Role of Gram Sabha

1. **Planning:** The Gram Sabha has eight major activities to perform. An attempt is made here to know how these roles have been performed by the selected Panchayats (Table No 8.3). Planning for local economic development and social justice is the major responsibility of the Panchayats and in order to perform the task, synergy between Panchayat and Gram Sabha is expected. The field evidence suggests that planning exercise conducted in all the eight sample Panchayats as it is suggested in the State Act and plan guidelines. Special Gram Sabhas have been conducted in all the eight Panchayats and formed working groups for decentralized planning. The 'model agenda note' with minor changes was circulated in all the Special Gram Sabhas. Felt needs of the area, communities and individuals are identified by the Gram Sabhas. Suggestions for development plans are also made by the Gram Sabhas. Three Panchayats had fully accepted and made projects as per the suggestions of the respective Gram Sabhas whereas it is only partially accepted in five Panchayats. However in all the cases the reasons were not reported back to the respective Gram Sabhas, though it is expected to do.
2. **Budget Preparation:** As per the State Act, no specific role is mentioned for Gram Sabha in the preparation of budget of the Panchayat (Section 214 of the Act). Preparation of budget is exclusively a business of the Finance Standing Committee and the Gram Sabha is not being consulted in the preparation stage. It is noticed that budgetary provisions, plan outlay, item wise allocation of funds and details of the estimates were informed in the Gram Sabhas of the five Village Panchayats whereas in three cases no information were furnished.
3. **Passing of Accounts:** Reports relating to the developmental programmes and annual statement of accounts of six sample Village Panchayats were placed in the respective Gram Sabhas. However, administrative reports were not seen presented in any of the Gram Sabhas (Table 8.3).
4. **Social Audit:** Social audit was one of the items in the agenda of all Gram Sabhas of the Village Panchayats and it was reflected in all the eight cases as per the minutes. However, the detailed probing revealed that though 'social audit' was mentioned in the agenda it was not discussed in the Gram Sabhas of five samples.

In five Panchayats, it appears to be a fabricated document for official requirement. Despite the rhetoric praises on social audit, this is not seen followed in practice.

5. **Preparation of BPL List:** The BPL list was placed before the Gram Sabha for approval in all the eight cases where ‘wait list’ was available for certain schemes like Indira Awaas Yojana (Table 8.3)
6. **Preparation of Beneficiary List:** The lists of beneficiaries of individual oriented schemes (IAY, NBA/SBA, MGNREGA, NRLM, etc.) were prepared by the Gram Sabha in all the eight cases. In the preparation of beneficiary list, lack of clarity exists in all the sample Village Panchayat. Though the boundary between the Gram Sabha and Village Panchayat in the area of preparation of beneficiary list were constructed by the provisions of the State Act, it was seen overlapped in all the cases. It was observed that in majority cases the powers of the Gram Sabhas were impinged by the respective Village Panchayats.
7. **Preparation of Labour Budget under MGNREGA:** The labour budget for the MGNREGA was available in the sample Panchayats and the Panchayats claimed that it was prepared by the respective Gram Sabhas. In actual practice, it was prepared by the contract staff of the Village Panchayats and Block Panchayats. However, the document was placed before the respective Grama Sabhas for official requirement and it was seen in all the cases.
8. **Preparation of BRGF Plan:** Out of the eight sample Gram Sabhas, four are from the BRGF district (Palakkad). Preparation of BRGF plan was not seen in any of the Gram Sabhas (Table 8.3).
9. **Vetting and Approval of Socio Economic and Caste Census 2011:** The Socio Economic and Caste Census (SECC) 2011 was launched on 29 June 2011 in India, which is being carried out by all the States .As per the methodology and the process adopted for conducting the SECC 2011, the collected household data is verified in all the Village Panchayats with the support of respective Gram Sabhas .After collecting all the information from the Enumerated Blocks (EB), a draft list is read out in the Gram Sabhas for vetting and approval . After the approval of the draft it is uploaded on the web site .The evidences suggest that the Gram Sabhas of

all the respective sample Villages Panchayats have performed the assigned role in the SECC 2011(Table 8.3).

Table No.8.3: The Role of the Gram Sabha towards the Actual Exercise in the Sample Panchayats

ACTIVITIES	AS PER THE ACT/GOs	FIELD REALITY
1.Planning	Gram Sabha shall render assistance in the collection and compilation of details required to formulate development plans of the Panchayat. It shall also formulate the proposals and fixing of priority of schemes and development programmes to be implemented in the area of Village Panchayat. The Act Section175 (2) says “The Village Panchayat shall prepare the development plan having regard to the plan proposals submitted to it by the Gram Sabha”. As per the GO(M S) No.362013LSGD, dated16/11/2013every Village Panchayats have asked to convene Gram Sabha exclusively for the purpose of decentralized planning and to form working groups. A model agenda note was also prepared and circulated to be followed in the special Gram Sabha. The Act says, if by any circumstances, any decision of the Gram Sabha could not be implemented, the president shall report the reason therefore, before the Gram Sabha	All the eight sample Village Panchayats had conducted special Gram Sabhas and formed working groups for decentralized planning. The model agenda note with minor changes were followed in all the Special Gram Sabhas .Felt needs of the area, communities and individuals are identified by the Gram Sabhas. Suggestions for development plans are also made by the Gram Sabhas. It is reported that in five cases, the Villages Panchayats have failed to implement the decisions of the Gram Sabha and in all the cases the reasons were not reported back to the Gram Sabha.
2.Budget Preparation	The Gram Sabha shall, in its ordinary meeting or in the special meeting convened for the purpose; discuss the report referred to in sub-section (6) of section 3 and it shall have the right to know about the budgetary provisions, the details of plan outlay, item wise allocation of funds and details of the estimates and cost of materials of works executed or proposed to be executed within the area of the Gram Sabha.	No specific role is mentioned for Gram Sabha in the preparation of budget (vide Section 214 of the Act). Out of the Gram Sabhas of the eight Village Panchayats, budgetary provisions, plan outlay, item wise allocation of funds and details of the estimates were informed in five cases.
3.Passing of Accounts	The Village Panchayat shall place before the Gram Sabha a report relating to the developmental programmes relating to the constituency during the previous year and these are proposed to by undertaken during the current year, and the expenditure therefore, the annual statement of accounts and the administration report of the preceding year.	Reports relating to the developmental programmes and annual statement of accounts of six selected Village Panchayats were placed in the respective Gram Sabhas. However, administrative reports were not seen in any of the cases.
4.Social Audit	The Audit report including performance audit report placed for the consideration of the Gram Sabha shall be discussed in the meeting and its views, recommendations and suggestions shall be communicated to	Social audit was one of the agenda items in the all Gram Sabhas of the Village Panchayats and it was reflected in all the selected eight cases. However, the detailed probing revealed that it was

	the concerned Village Panchayat	a fabricated document for official requirement in five sample Panchayats.
5.Preparation of BPL List	The BPL List was prepared by the Department of Rural Development and it was placed before Gram Sabha for approval.	The BPL List was placed before the Gram Sabha for approval in all the eight cases.
6.Preparation of beneficiary List	Gram Sabha shall prepare and submit to the Village Panchayat a final list of eligible beneficiaries in the order of priority relating to the beneficiary oriented schemes on the basis of the criteria fixed, as per the Kerala Panchayat Raj Act. There are two Sections in the Act which deals with the preparation of beneficiary list. One, it is stated as “When beneficiaries are to be selected according to any scheme, project or plan the criterion for eligibility and order of priority shall be fixed by the Panchayat subject to the terms and condition prescribed in the scheme, project or plan and such criterion shall be published in the manner prescribed and intimated to the Gram Sabha”. Second ,the priority list prepared by Village Panchayat after inviting applications for the selection of beneficiaries and conducting enquiries on the application received shall be scrutinized at the meeting of the Gram Sabha in which the applicants are also invited and a final list of the deserving beneficiaries ,in the order of priority ,shall be prepared and sent for the approval of the Village Panchayat. It is mentioned that the Village Panchayat are not empowered to change the order of priority in the list sent by the Gram Sabha for approval.	The list of beneficiaries of individual oriented schemes(IAY,NBA/SBA,MGNREGA, NRLM,etc.) were prepared by the Gram Sabha in all the eight cases .In the preparation of beneficiary list, lack of clarity exist in all the eight sample Village Panchayats .Though the boundary between the Gram Sabha and Village Panchayat in the area of preparation of beneficiary list were constructed by the provisions of the Act, it was seen overlapped in all the eight cases .
7.Preparation of Labour Budget under MGNREGA	Preparation of labour budget under MGNREGA was assigned to the Gram Sabha	In eight cases it was seen done
8.Preparation of BRGF Plan	Preparation of BRGF Plan was assigned to the Gram Sabha	Not seen in any of the Gram Sabhas of the selected four Village Panchayats of the BRGF district (Palakkad).

Sources: Kerala Panchayat Raj Act, 1994, GO (M S) No.362013LSGD, Dated16/11/2013 & the

Gram Sabha proceedings of the eight sample Village Panchayats

Responsibilities of Gram Sabha

The Gram Sabha has certain responsibilities to fulfill. An attempt is made here to know how these responsibilities have been performed by the sample Panchayat (Table

No 8.4). It shows that out of the total eight responsibilities listed in the state Act; only two were in operation and remaining six were kept unattended. It gives an impression that the existing responsibilities of the Gram Sabha are not properly conceived by the local citizens. Moreover, during the FGDs it was revealed that local community is not aware of the ‘responsibilities of the Gram Sabha’.

- (i) **Dissemination of Information Regarding Developmental and Welfare Activities:** All the Gram Sabhas of the sample Panchayats have identified felt needs of development and welfare activities. The dissemination of information have facilitated the respective Village Panchayats for formulating schemes for local economic development and social justice. However, the dissemination of information had not been perceived as a responsibility of the Gram Sabha (TableNo.8.4).
- (ii) **Participating in and Canvassing of Programmes of Health and Literacy and such other time bound Developmental Programmes:** It was reported that there were no campaign based programmes on health, literacy and other development programmes in the sample Panchayats. Therefore no such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats. The Gram Sabhas had not initiated any campaign based programmes of its own.
- (iii) **Collecting Essential Socio-Economic Data:** Timely and relevant disaggregated data is crucial in local governance and decentralized planning. It is also argued that “the task of building, monitoring and managing a set of reliable data is the essential pre requisite for good governance”. It was revealed that data deficit was one of the problems to perform the assigned responsibilities of the Panchayats. However, no attempt had been made for collecting essential socio economic data in any of the sample Panchayats.
- (iv) **Providing Feedback on the Performance of Development Programmes:** It is reported that, in all the Gram Sabhas of the respective Village Panchayats had discussed the feedback on the performance of development programmes implemented in the area as part of the untailored business. It had never been perceived as one of the responsibilities of the Gram Sabha by the participants.

- (v) **Resort to Moral Sanction to Pay Taxes, Repayment of Loans, Promote Environmental Cleanliness and to Maintain Social Harmony:** No such case was reported and seen in any of the Gram Sabhas from the sample Village Panchayats. It is revealed that there are arrears in tax compliance by the local citizens and arrears in repayment of loans to banks towards the self employment schemes under rural development programmes. However, these issues never placed in the agenda of the Gram Sabhas. The general perception is that these are the issues to be placed outside the trajectory of Gram Sabha. Since strong social harmony is maintained in all the Sample Panchayats, the issue has little relevance in the Gram Sabhas of the sample Panchayats.
- (vi) **Mobilize Local Resources to Augment Resources of the Panchayat:** No case of local resource mobilization was reported and seen in any of the Gram Sabhas from the sample Village Panchayats. However, beneficiary contribution could be mobilized for the individual based schemes of all the Panchayats without any active involvement of the Gram Sabhas.
- (vii) **Supervising Development Activities as Volunteer Teams:** No such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats. While conducting FGDs, it was revealed that the ward members were not passionate to form any volunteer team /any subcommittees within the Gram Sabha by the assumption that it may be a countervailing force against the Panchayat.
- (viii) **Make Arrangements for Reporting Urgently Incidents of Epidemics, Natural Calamities, etc.:** There is no official mechanism in the Gram Sabha for reporting on incidents of epidemics and natural calamities. This has to review in the background of Alappad Gram Panchayat , one of the selected sample Panchayats under the study where Tsunami had devastating impact on the four coastal wards, taking a toll of 150 lives. Since the Gram Sabha members have direct and regular contact with elected authorities, no special reference on epidemics/natural calamities are seen made in the Gram Sabhas.

Table No.8.4: Responsibilities of Gram Sabha towards the Actual Exercise in the Sample Panchayats

Sl. No	As per the Kerala Panchayat Raj Act, 1994	Field Reality
i	Dissemination of information regarding developmental and welfare activities	Yes, in all the Gram Sabhas some amount of dissemination of information regarding developmental and welfare activities were taken place.
ii	Participating in and canvassing of programmes of Health and Literacy and such other time bound developmental programmes.	No such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats
iii	Collecting essential socio-economic data	No such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats
iv	Providing feedback on the performance of development programmes	Yes, in all the Gram Sabhas of the respective Village Panchayats had discussed the feedback on the performance of development programmes implemented in the area.
v	Resort to moral sanction to pay taxes, repayment of loans promote environmental cleanliness and to maintain social harmony	No such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats
vi	Mobilize local resources to augment resources of the Panchayat	No such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats .
vii	Supervising development activities as volunteer teams	No such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats
viii	Make arrangements for reporting urgently incidents of epidemics, natural calamities.	No such case was reported and seen any of the Gram Sabhas from the sample Village Panchayats

Sources: Kerala Panchayat Aaj Act, 1994, & the Gram Sabha Proceedings of the Eight Sample Village Panchayats

Recent Developments

- (i) The Governor of Kerala with retrospective effect had promulgated an ordinance amending the Kerala Panchayat Raj to amend clause (p) of sub-section (i) of section 35 of the original Act to give legal protection for members of Panchayats who fail to convene Gram Sabha up to three meetings. The

Kerala Panchayat raj Amendment Ordinance, 2013 (24 of 2013) was promulgated by the Governor on the 26th day of January 2013 and the same was published in the Kerala Gazette Extraordinary No 563 dated 2nd February 2013. The background of such an ordinance is to overcome a difficulty arising out of the disqualification of Panchayat members for not convening their respective Gram Sabha within the stipulated time. The State Election Commission has dissolved the Karuvattur Village Panchayat in Kozhikode District and Varandarapally Village Panchayat in Thrissur District besides disqualifying 18 member of Karuvattur and 21 out of 22 member of Varandarapally. Under the original Act, a Panchayat member could be disqualified for not convening the Gram Sabha two times consecutively. The ordinance has extended the maximum period of calling the meeting of Gram Sabha from the present six months to nine months. The ordinance is widely opposed from the civil society activists by saying that the ordinance comes to the rescue of members who did not convene Gram Sabha. It is also alleged that this may nullify the goals of the democratic decentralization and may pave the way for greater corruption and malpractices among the officials and elected representatives. There is a serious concern that the Government may make further amendments again in future to disarm the Gram Sabha. Subsequently the ordinance was replaced by the Kerala Panchayat Raj Amendment Act, 2013.

- (ii) The Government have issued guidelines for the establishment of offices for the the Gram Sabhas in every wards of the Panchayats in the State. These offices named *SEVAGRAM* will be housed in the buildings under the control of the Panchayats. Expenditure for the functioning of these offices up to Rs.50,000 per year can be meet from the provisions under development /own fund. SEVAGRAM will be functioning not only as the office of the Gram Sabhs but will also be the centre for, (i) ward development committee, health and sanitation committee (iii) farmer groups (iv) environment committee (v) vigilance committee (vi) beneficiary committee (vii) literacy committee (viii) *Kudumashree* ADS (ix) MGNREGA co-ordination committee (x) social audit

committee and (xi) pain and palliative care units and any other groups functioning under the Panchayats.

- (iii) A massive training programme was launched by the Kerala Institution of Local Administration (KILA) for training the members of the Gram Sabha during 2010 -2011 through which citizens were given training regarding the duties and responsibilities of a citizen as a member of the Gram Sabha.

Conclusion

Really, the provisions of the Act provide wide scope and larger work of art for vibrant Gram Sabhas in Kerala. It provides a space for local economic development, decentralized planning, social justice, civic culture and citizen centric decentralized governance. Gram Sabhas are in operation mainly for decentralized planning. However, actual functional domain of the Gram Sabhas from the selected Panchayats gives an impression that only every limited functions and responsibilities had been utilized. The ‘powers, functions and rights’, ‘roles’ and ‘responsibilities’ listed in the State Act mainly is being left unattended. It gives an impression that the existing provisions in the State Act on the Gram Sabha, particularly the new amendment (Act of 13 of 1999), are not properly conceived by the local citizens. It is also revealed that local community is not aware of the ‘responsibilities of the Gram Sabha’. On the façade of Gram Sabha, by looking the mere participation rate, one may get the impression that it is a vibrant democratic space in Kerala and having strong functional relationship between Village Panchayats and civil society. This may be a deceive character of the Gram Sabha. The façade of the business of the Gram Sabha is not due to the civic culture or the robust of social capital. It may be the reflection of the agency role of the captive women audience under the *Kudumbashree* / job card holders under MGNREGA and the directions of the ‘plan guidelines’. The issues/subjects to be discussed and action to be taken in the Gram Sabhas is ‘directed by the plan guidelines from the top’. And it may be one of the reasons for translating all the ‘issues/subjects discussed’ in to ‘decisions taken’ and ‘actions taken’. In general, no issue/subject of local content and context is listed in the agenda of the any of the Gram Sabhas in the sample Panchayats. It is not due to the nonappearance of local issues/subjects to be discussed in the Gram Sabha. But it is because of the

perception that only issues/subject which is directed by the 'plan guidelines' are supposed to be discussed in the Gram Sabhas. A process of homogenization is noticed in the proceedings of Gram Sabha which may work as an impediment to the process of devolution and strengthening Gram Sabha. In this is context, it is worthwhile to revisit the recommendations of the Committee for Evaluation of Decentralized Planning and Development. One of the important contributions of the Committee is suggestions for making Gram Sabha in to a more viable and lively component of decentralized planning and governance in the State. The Committee also could highlight the major shortcomings of the business of the Gram Sabha in Kerala and therefore put forward certain suggestions which are really solutions to address the existing issues of Gram Sabha .The Committee says, "All the officials must be present and the participants should be informed of the actions taken on the responses and resolutions of the previous meetings. Important events of the Village Panchayat area (e.g. out-migration, in-migration, festivals, cultural activities, school/sports achievements etc) must be reported in the meetings. Law and order, tax issues, health problems etc. must invariably find a place in the agenda. Prominent NGOs and Neighbourhood Groups, Youth Organisations, Mahila Samajams, religious leaders of the locality, trade union leaders, key party persons and even the 'press' may be specially invited to the meeting. Need identification should not be made a random exercise. It should be within a framework and part of an approach. Great care should be taken in choosing the time and place of the meeting. Gram Sabha meetings shall be held only on holidays. Attendance Register at the Gram Sabha meeting should be recognized as an official document. The security of the community must be entrusted to the Gram /Ward Sabha. Also the security of public properties, roads, canals, etc. must also be made the responsibility of Gram/Ward Sabha."

CHAPTER 9:

OVERALL ASSESSMENT OF PANCHAYATS

Introduction

The Panchayat Raj Institutions are effective instrument for rural transformation through local economic development and inclusive governance. The traditional dichotomy between development and regulatory functions is progressively disappearing and Panchayats tend to be more responsible for well being and good governance at their respective spatial domain. Panchayats have massive potential for channelizing public action for effective delivery of public goods and services as an institution of local responsible government. The State has historically a vibrant system of single tier of Village Panchyats. In the post amendment phase, over the last two decades, the State became the trendsetter in the decentralized planning with a three tier system of Panchayats. Kerala's vision on decentralization has to be properly understood within the socio political background and the contribution of the contemporary political thinkers on decentralization in the State. The analysis of the philosophical underpinnings, legislative frame work, status of devolution, working of Gram Sabhas, committee systems, decentralized planning process and its institutionalization, creation of support structure and institutions, the culture and practice of local governance give the overall assessment of the Panchayats .The Panchayats Raj System in Kerala is the embodiment of many respects. The present chapter makes an attempt to assess the overall performance of the Panchayats.

Legislative Frame Work and Structure

It has to be noted that the system of Panchayat Raj with the three tier of institutional structure including Gram Sabha was new to the State. During the pre amendment phase the State had only a single tier of Panchayat (Gram Panchayat) with an exception of a District Panchayat experiment for short period. In conformity with the provisions of the 73rd Constitutional Amendment Act, the Kerala Panchayat Raj Act

was enacted in 1994. When the decentralized planning exercise had started in the mid 90s it could locate certain irresolute provisions in the Act. Since there was a strong criticism against these provisions of the Act, a Committee on Decentralization of Powers (*Sen Committee*) was constituted to suggest amendments to the 1994 Act. The major suggestions of the committee reports were incorporated in the State Act. The activity and responsibility mapping exercise, government orders, guidelines and directions also contributed to strengthen the legal frame work of the structure and design of the Panchayat Raj system in the State which devolves major functions to the Panchayats. The Act has certain salient features which provide Right to Information (Section 271 A-E), Citizens Charter (Section 272A), Ombudsman (Section 271 F-R), Appellate Tribunal (Section 271S-U), Delimitation Commission (Section 10, 10A &11) and State Development Council (SDC). Another attempt was also made to amend 42 other Acts dealing with subjects, which are in the functional jurisdiction of the Panchayats both directly and indirectly. Finally, it can be substantiated that the Panchayat Raj system in the State has a strong legal foundation.

Philosophical Underpinnings

The State has consciously rejected ‘a district oriented approach for Panchayat Raj based on the concept of ‘peer group responsibility’. ‘Secretariat system of administration and establishment’ is not seen at the district level by the governance of District Panchayat . The three tiers are not hierarchically placed whereas it is on horizontal settings. The concept of ‘independent domain autonomy’ to each tier of Panchayats and functioning independently under the ‘principal of subsidiarity’ has envisaged in the State. Operational role clarity with complementarity among the tiers on ‘which tier perform what function at each level of activity’ is acknowledged. While making shipment of the powers and responsibility to different tiers, attempts are made to avoid functional overlapping. The Village Panchayat is the strongest among the three tiers in the State if the system is compared on the basis on functions, responsibilities and visibility. This has been reflected at different provisions of the State Acts. The supremacy of the elected body and its head is another distinct feature. The State Act is designed the elected body of the Panchayat as ‘elected authorities’,

which may be one of the unique features among the Panchayati Raj Acts in the country. The elected head of the Panchayat has been also declared as the 'executive authority'. The former designation of the 'executive officer' of the Village Panchayat has been replaced by the 'secretary' and the same nomenclature is followed in the other two tiers (Block and District Panchayats). The Panchayats have administrative control including disciplinary action over the functionaries of the line departments and other transferred institutions. Only limited powers of direct governmental control over Panchayats is visualized by the provisions of the Act. Though State Government is empowered to issue general guidelines it is not supposed to intrude in to the policy matters of the individual Panchayats. A resolution of the Panchayat cannot be cancelled by the State Government unless it is consulted with the Ombudsman /Appellate Tribunal as per the subject matter of the resolution. Only in two cases a Panchayat can be dissolved by the State Government. They are (i) if a Panchayat fails to pass the budget, and (ii) if majority of the members have resigned. The autonomy of the Panchayats is maintained and upheld by the Act in a higher pedestal than the States in the Constitution.

Assessment of the Panchayat Committee and Committee Systems

The Panchayats in Kerala is known for the supremacy of the elected body (elected authorities). The number of seats for Village and Block Panchayats is fixed between 12 and 22. Whereas in the case of District Panchaya the number is between 16 and 32. A village Panchayat is having a President and Vice President and they are elected among themselves. The system of indirect election of the President and Vice President empowers the 'Panchayat committee as a team' rather than the 'President'. The same procedure is followed in the other two tiers. There are standing committees on subject specific matters at three tiers of Panchayats. The State Act gives specific reference for the constitution of standing committees. The District Panchayat is having five standing committees (standing committees for (i) finance, (ii) development (iii), public work, (iv) health & education, (v) welfare). The number of standing committee with both the Village and Block Panchayats are four. They are standing committees for finance, development, health & education, and welfare). There is a Steering

Committee in every Panchayat consisting of its President, Vice President and the Chairperson of the standing committees'. The President of the Panchayat is the ex-officio Chairperson of the Steering Committee. The committee has to co-ordinate and monitors the functions of the standing committees and performs such other powers and functions of the Panchayat. The empirical evidence suggests that all the Panchayats have standing committees which are active in terms of constitution, participation and conducting business. Though there are provisions to constitute other committees (functional committees, sub committees, ward committees and joint committees) no attempt had been made to constitute any of the committees in any of the sample Panchayats. It is noticed that the concept and existence of 'parallel bodies' have not made any real challenge to the working of the Panchayats in the State. The District Rural Development Agency (DRDA) had set a model by merging with the District Panchayat under the nomenclature, the Poverty Alleviation Unit (PAU) of the District Panchayat.

An Assessment of Functionaries

The administrative head of the Panchayat in all the tiers are known as the Secretary .The volume of the regular /core functionaries in terms of number and professional competency attached to the three tiers of the Panchayats are the permanent administrative strength of the system. The functionaries of the Panchayats are employed with a state policy based on the legislative frame work and administrative code. There are provisions in the State Acts for enabling healthy engagements between elected representatives and functionaries. In the process of devolution it is realized that the Panchayats can perform functions only with the support of functionaries who were hitherto performing those functions. In decentralization kitty, Kerala have followed the norm of, "the function and the functionaries should go together" while devolving the functionaries to Panchayats. The three tiers of Panchayats have followed different pattern of staffing structure. The Village Panchayats in Kerala had their own functionaries to perform the traditional functions. Since the 'Development Blocks' are transformed in to Block Panchayats a convergence of traditional and new staffing pattern has developed at that level. The

District Panchayats being an institution of completely post constitutional phase has followed a different pattern of functionaries. The additional functions and responsibilities are expected to perform with the support of the functionaries of the transferred institutions. Due to the mechanism of ‘dual control’, the services of the functionaries of the transferred institutions are not properly available to the Panchayats. A separate engineering wing is created under the nomenclature ‘Engineering Wing of LSGD’. The engineering functionaries were deployed in each Panchayat with full professional freedom and administrative control of the vertical hierarchy of their respective line department. It is noticed that a unified Panchayat staff structure under single administrative head has not yet developed in the Panchayats. The Kerala Panchayat Raj Act, 1994 was amended in 1999 and formulated a separate part on “Officers and Employees of Panchayats” which gives the functions and powers of the functionaries.

An Assessment of Functions

There are specific sections in the State Act for assigning functions to the three tiers. As per the Section 166, 16 subjects are vested with the Village Panchayat. The Block and District Panchayats are equipped with functions as per Sections of 172 and 173 of the Act, respectively. As a result, functions under 14 and 19 subjects are vested with the Block Panchayats and District Panchayats, respectively. The activity mapping has enlarged the functional jurisdiction of the Panchayats to a level nearer to the 29 subjects envisaged in the eleventh schedule of the Constitution. The appraisal of actual status of functions by the respective tiers of Panchayats locates in the line between the provisions in the Act and the envisaged proposal in the activity mapping. The Village Panchayat has covered functions under 20 subjects. In the case of Block and District Panchayats the number of subjects have been covered are 19 and 18, respectively. There are nine subject domains where the Village Panchayats have not entered till date as per data from eight sample Panchayats. In the case of Block and District Panchayats, the number of ‘subjects outside the orbit of functional area’ is 10 and 11, respectively. The Panchayats in Kerala have more foot path to enter the full functional domain of the subjects listed in the eleventh schedule of the Constitution.

An Assessment of Gram Sabha

The provisions of the Act provide wide scope and larger work of art for vibrant Gram Sabhas in Kerala. It provides a space for local economic development, decentralized planning, social justice, civic culture and citizen centric decentralized governance. Gram Sabhas are in operation mainly for decentralized planning. However, actual functional domain of the Gram Sabhas from the sample Panchayats gives an impression that only very limited functions and responsibilities had been utilized. The 'powers, functions and rights', 'roles' and 'responsibilities' listed in the State Act mainly is being left unattended. It gives an impression that the existing provisions in the State Act on the Gram Sabha, particularly the new amendment (Act of 13 of 1999), are not properly conceived by the local citizens. It is also revealed that local community is not fully aware of the 'responsibilities of the Gram Sabha'. On the façade of Gram Sabha, by looking the mere participation rate, one may get the impression that it is a vibrant democratic space in Kerala and having strong functional relationship between Village Panchayats and civil society. This may be a deceive character of the Gram Sabha. The façade of the business of the Gram Sabha is not due to the civic culture or the robust of social capital. It may be the reflection of the agency role of the captive women audience under the *Kudubamshree*/ job card holders under MGNREGA and the directions of the 'plan guidelines'. It is mainly manufactured engagement by a command structure. The issues/subjects to be discussed and action to be taken in the Gram Sabhas is 'directed by the plan guidelines from the top'. And it may be one of the reasons for translating all the 'issues/subjects discussed' into 'decisions taken' and 'actions taken'. In general, no issue/subject of local content and context is listed in the agenda of any of the Gram Sabhas in the sample Panchayats. It is not due to the nonappearance of local issues/subjects to be discussed in the Gram Sabha. But it is because of the perception that only issues/subject which is directed by the 'plan guidelines' are supposed to be discussed in the Gram Sabhas. A process of homogenization is noticed in the proceedings of Gram Sabha which may work as an impediment to the process of devolution and strengthening Gram Sabha. In this context, it is worthwhile to revisit the recommendations of the Committee for Evaluation of Decentralized

Planning and Development. One of the important contributions of the Committee is suggestions for making Gram Sabha in to a more viable and lively component of decentralized planning and governance in the State. The Committee also could highlight the major shortcomings of the business of the Gram Sabha in Kerala and therefore put forward certain suggestions which are really solutions to address the existing issues of Gram Sabha.

An Assessment of Decentralized Planning

The State does not have a remarkable history of decentralized planning. It had been unreceptive to the developments that took place in other parts of the country in the field of decentralized planning. Only in the beginning of the Ninth Five Year Plan, the State had espoused decentralized planning (peoples' planning) which is being continued. It had been started as a campaign in 1996 and latter institutionalized with legal frame work, systems, procedures, protocol checklists, culture and convention. It was a participatory exercise aimed to mobilize thousands of people through a process starting right from the level of Gram Sabha, intended to meet a number of goals. It was primarily a strategy towards strengthening the Panchayats. The basic supposition was that the decentralized planning process may be used as tool for social mobilization for local economic development, social justice and good governance. The 'campaign' was started off with an announcement by the State Government that substantial volume of plan (development) funds of the State would be devolved to the Panchayats on the basis of the priorities set by them. The public statement on financial devolution had been fulfilled by the State with the introduction of a 'Window for Panchayats in the State Budget' (Appendix IV) which also shows the allocation under Special Component Plan (SCP) and Tribal Sub Plan (TSP) of each Panchayat. It was made mandatory by the provisions of the guidelines that ten per cent of the plan fund should go for Women Componebt Plan (WCP). In addition, certain broad guidelines about sectoral distribution of the devolved funds were laid down. The Panchayats are also provided planning calendar. Every year, value addition had been added to the guidelines which included the convening of Gram Sabhas specifically for the purpose of planning, preparation of the Panchayats' socio –

economic profile in the form of a printed development report, convening of development seminars, preparation of projects, appraisal and correction of projects by the expert committees and the final approval by the District Planning Committee (DPC). As a result, the decentralized planning is recognized as the major functional domains of the Panchayats. However, in due course the guidelines became rigid and made certain impediment to the sphere autonomy of planning exercise of the Panchayats under the ‘tied’ and ‘untied’ categorization. It is seen that the Panchayats in the State had prepared five year plans and annual plans with all the salient features of the neoclassical multilevel plan documents and it is mainly through iterative discussions and consensus among the major stakeholders. Generally, a plan document of the Panchayat has 18 well acknowledged contents/components. However, it was noticed that the content of political activism and public action during the initial phase of the decentralized planning process has significantly minimized among the Panchayats. During the institutional phase all the planning steps have become ritualistic in content and style rather than real substance. DPCs have been in existence since 1995 in the State. DPCs are expected to consolidate the perspective plan for the district. It is seen that certain attempts are made for preparing District Development Plan at each district by integrating development plans of three tier Panchayats and urban local governments as envisaged in the Constitution. But in the State the DPCs has not yet formulated a District Development Plan. All the Panchayats formulate development plans / projects and submit to the concerned DPC for approval. Only the projects approved by the DPC are implemented by the Panchayats. The State has formulated Five Year Plans and Annual Plans without integrating the District Development Plans. Even after two decades of experience in the decentralized planning the DPCs have not yet succeeded to prepare development plans.

An Assessment of Finance

The introduction of a ‘Window for Panchayats in the State Budget’ , known as *Appendix IV of the Budget*, in 1996 and earmarking of about 35 per cent plan resources to Panchayats was a historical land mark in the fiscal decentralization in the country . Even before the pre amendment phase Village Panchayat in Kerala were

having a strong tax base in general and moderately substantial own tax sphere in particular. The State Act is having a separate and highly structured chapter on 'Finance and Taxation'. Only the Village Panchayat is having the power of taxation among the three tiers. The major items of tax revenue are property tax, profession tax, entertainment tax, advertisement tax and service tax. The major non tax revenue are license fee, market and bus stand fee, construction of building sanction fee, birth and death registration fee, marriage registration fee and rent. The fund received by the Village Panchayat is known as 'Village Panchayat Fund'. Similar funds are available with the other two tiers of Panchayats on the same nomenclature as 'Block Panchayat Fund' and 'District Panchayat Fund', respectively. Funds are received by the Panchayats mainly under five major items in the State and they are: (i) development fund, (ii) general purpose fund and (iii) maintenance fund (road) (iv) maintenance fund (non road) (v) central finance Commission. The transfer of funds to different tiers of Panchayats and the functions assigned to tiers of Panchayats are directly proportionate. It is a response towards the overall reflection of the functional sphere of influence of the tier. The criteria adopted for the transfer of funds is more in favour of Village Panchayats since implementation responsibility is mainly vested with the tier. The aggregate data on the receipt and expenditure of the three tiers of Panchayats is not available at the state level, except the data on receipt side of the Village Panchayats, The State Act provides two instruments /institutions (the budget and standing committee for finance) to administer the Panchayat finance. Field evidence suggested that budget had been prepared by all the tiers of Panchayats. Kerala is one of the very prompt states in appointing the State Finance Commissions (SFC) and each SFC report has been a trendsetter. The fifth Commission has been appointed very recently.

Among the revenue side, there was no 'own income' to the District Panchayats. The sources are grants-in-aid sector wise ('tied') / other scheme based funds and grants-in-aid sector wise ('untied') /development fund. Out of the total transfer, around 55 per cent of fund can easily be classified as 'untied'. It is noticed that the plan fund/development devolved to the District Panchayats (the case is same in other two tiers also) had treated as 'untied fund' which did not impose any real challenge on the

autonomy of the Panchayats. As in the case of sample Block Panchayats it is noticed that there is only around seven per cent of the fund is mobilized under the head on 'tax and non tax' head. The major sources of revenue to the Block Panchayats are grants-in-aid 'tied sector' and grants-in-aid 'untied sector'. The disaggregate expenditure of the both the sectors indicate that the utilization of the amount under the 'untied' sector is much higher than that of the expenditure under 'tied' sector. This gives an impression the Block Panchayat is capable to spend the amount under 'untied' sector with less adversity whereas it is not the case with 'tied' sector. It is noticed that there is around 13 per cent of the fund is mobilized under the head on 'tax and non tax' by the Village Panchayats. The major sources of revenue to the Village Panchayats are grant-in-aid 'tied sector' and grant-in-aid 'untied sector' the nature of the source of the revenue. The disaggregate expenditure of the both the sectors indicate that the utilization of the amount under the 'untied' sector is slightly higher than that of the expenditure under 'tied' sector. It shows Village Panchayat may be more comfortable in spending amount under 'untied' sector rather than 'tied' sector.

An Assessment of Accounting and Audit Practice

The major portion of the accounting and audit procedures and practices were incorporated in the Kerala Panchayat Raj (Accounts) Rules, 2011. All the tiers of Panchayats have to fulfill the accounting and audit procedures as specifically mentioned in the Rules. Moreover, Government of Kerala has introduced e-accounting system in the Panchayats by introducing software known as *Saankhya*. As per the Kerala Panchayat Raj Act, 1994 the Government is empowered to give directions and rules on the preparation and sanction of budget. As a result, the Government has enacted the budget rules known as the Kerala Panchayat Raj (Budget) Rules, 2008 and it came in to force on the 1st of April, 2009. There is an accountability frame work at the level of each Panchayat. It was designed by the State Government as per the provisions of the Kerala Panchayat Rj Act, Kerala Panchayat Raj (Manner of Inspection and Audit System) Rules, 1997 and relevant application of own rules and policies relating to finance, budget and personnel matters framed by the Government of Kerala. The State Government has directed to form the

Social Audit Committee at Village Panchayat level to augment the process of constructive engagement between the citizen and the Panchayat. The improved performance of local delivery of goods and service is the expected outcome of the social audit. A ward of a Village Panchayat is recognized as the basic unit for Social Audit. Officially, it is claimed by the Government of Kerala that social audit has been conducted in all the districts of Kerala under MGNREGA. However, it is still having a nonstarter status in the Village Panchayats in Kerala as the empirical evidence suggested. At the State level there is a State Performance Audit Authority for conducting the performance audit of the Panchayat. The Principal Secretary (LSGD) to the Govt. acts as the Performance Audit Authority and is assisted by the State Performance Audit Officer. There are performance audit teams at the regional level under the Regional Performance Auditors to conduct performance in the Panchayas. As per the Kerala Panchayat Raj Act and Kerala Local Fund Audit Act the statutory auditor of the Panchayats is the Directorate of Local Fund Audit (DLFA). There is also a system of vigilance mechanism for Panchayats. They are Ombudsman and Tribunal for Panchayats. As per the State Act, all the Panchayats have to publish its Citizen Charter of the rights describing the services being provided by it and the time frame stipulated for the exercise. The sample Panchayats at the three levels has followed all the major accounting, audit and budget rules, as empirical evidence suggested. The Panchayats in Kerala has well trained personnel to handle the accounting and audit procedures with the support of developed accounting, and audit system including performance audit and online support system. However, Panchayats have not made attempts to disclose account statement by their own self initiative (*suo moto*).

System for Assessing the Overall Performance / Performance Assessment

The State has framed a well developed system to identify the overall performance of the Panchayats, in terms of administration, revenue collection planning, and people's participation distribution of social security pension and so on. The practice of distributing a trophy and cash award for the best Village Panchayat started from 1995-1996 onwards. In 1996-1997 the trophy named as '*Swaraj Trophy*' and from 1999-

2000 onwards, the prize extends for the best District Panchayat, Block Panchayat and Municipalities. The amount of Rs .25lakh is awarded to the best Village Panchayat at the State level, Rs 10 lakh for the best Village Panchayat in the district level. Up to 2012 the State celebrated 24th April as ‘Panchayat Raj Day’ to coincide with the birth anniversary of late Balwanthrai Mehta. Later on it was decided to celebrate February 19th as Balwanthrai Mehta Day and April 24th as the ‘Panchayat Day’. The Panchayat Day is selected to distribute the *Swaraj Trophy* and cash prize for the best Panchayats by the State. Every year, a checklist is administered by the Directorate of Panchayats among the three tiers for assessing the overall performance. It is seen that the checklist is not being improved every year and it has only limited coverage. Separate efforts are not seen made to identify the performance of the Panchayats on sectoral level and therefore it is also not placed in the agenda for any intervention. The figures are not sculled out for the maintenance of a sound data base. The scheme of assessment can be developed to an overall assessment of the PRIs with an improvised checklist with indicators covering the whole functions under the domain of three Fs and local governance. Though the *Swaraj Trophy* is known for its prestige and recognition, the selection has not yet reached to the universal coverage in terms of participation of the Panchayats. It is also alleged that the selection procedure is not fully translucent and political patronage is not completely alienated from the process. As a result, the selection procedure for *Swaraj Trophy* may not be considered as a system for assessing overall performance of the Panchayats. There is no other systematic mechanism to assess the performance of the Panchayats by the State.

Noticeable changes could be seen in Kerala on the performance aspect of the Panchayati Raj Institutions. Team work of both the elected authorities and the officials in the respective Panchayats had been identified as the major contributing factor for the success. It is observed that though the members had strong political affiliations and party differences it never affected the smooth functioning of the Panchayats. The Standing committees are found to be effective and functional and it could be noted that the number of sittings have increased. The District Panchayats has succeeded to establish an ‘informal way of peer group responsibility’ in the area of local planning and local economic development in the districts. Majority of local

citizens in the Panchayat area are ‘somewhat aware’ of the activities of the Village Panchayats.

Physical Structure and Enabling Environment

The structure of Panchayats is conducive to create incentives for accountability in the provision of rural local public services and development activities. The Panchayats are also accountable to its citizens, and higher levels of government, The Panchayats are effective and efficient in the development activities including the provisions of local public service delivery. As far as the physical infrastructure is concerned all the three tiers of the Panchayats except one Village Panchayat (Edamalakkudy Village Panchayat, a newly formed tribal Panchayat) have proper building. All the Panchayats are equipped with all types of e- connectivity (computers, printers, telephones, internets, LAN and email address). The Panchayats have accounting tools and software. In order to introduce e-governance in Panchayats, the Information Kerala Mission (IKM) has conducted extensive system studies of different aspects of local governance and developed 14 softwares. Similar situation has been noticed in all the sample Panchayats. All sample Panchayats are equipped with physical and computer based systems.

Under RTI Act, Panchayats provide information to the public and at each level there are designated information officers, the Secretary is in charge of the Village Panchayat and Block Panchayat. In District Panchayat, the Finance Officer is the information officer. The first appellate authority of the Village Panchayat, Block Panchayat and District Panchayat are the Deputy Director of Panchayats, Assistant Development Commissioner and Secretary of District Panchayat respectively. In all the cases the second appellate authority is the State Information Commissioner. The State has made policy package for the disclosure of information by the Panchayats to the public and they are the display boards and website. Kerala has set up a high institution called ‘Ombudsman’ who is appointed by a High Court Judge (retired or serving) to look into complaints of malfeasance and corruption at all levels of Panchayats. The Ombudsman system ensures that elected authorities of the Panchayats are not subject to the executive control of officials of the State

Government. Because of the existence of this institution Panchayats have been taken out of the purview of *Lokayukta*. In fact, the Ombudsman has more powers than *Lokayukta* and the traditional Ombudsman of European countries. The Ombudsman in Kerala can impose fines and penalties and even disqualify elected members, found guilty of malfeasance.

Conclusion

The financial constraints and ‘unfreedom’ of the Panchayats do not authorize to address all the development issues but still they identify and prioritize the developmental gaps and are trying to converge different schemes of the State as well as Central with Panchayat resources to achieve maximum result. Many innovative programmes are implemented in the Panchayats which have impacted up on the quality of wellbeing of the people of the Panchayat. It can be affirmed that especially the policy package in favour of poor, marginalized and women remain as the major credit of the Panchayats in the State. Certain components of the principles of good governance, transparency, local economic development and the responsibility to fulfill social entitlements are visible from the decisions of the Panchayats in general and Village Panchayats in particular. The Panchayats are actively involved in planning and implementation for economic development and social justice of the local units and community. Remarkable improvements in areas like human development, associational life, capacity building, networks, trusting building, quality in gender status and social capital, could be noted among the marginalized communities. As a result, the efficacy and visibility of the Panchayats have been increased. The experiences and indicators from the Panchayats reveal that the core elements of participation, accountability and empowerment are present and practiced during the planning process of various developmental schemes. In many cases, the decisions of the Panchayats have become a powerful instrument for deepening democracy and ensuring entitlements. Of course, larger number of Panchayats has not reached the optimum level of achievements. But the front –runners are moving ahead in the right path and the best cases may be replicated and scaled it up.

CHAPTER 10:

BEST PRACTICES

Introduction

The State of Kerala is distinguished for the best practices and success stories in the field of local governance for rural development, societal transformation and local economic development. The Village Panchayats for the past many years had been in the forefront of creating practices which are being replicated by its counterparts. The main initiatives are People's Planning, Window for Panchayats in the State Budget (appendix IV), State Development Council, and Ombudsman for Local Governments, Tribunal for Local Governments, Performance Audit and Engineering Wing for Local Governments. During the field work and the discussion with the officials and elected authorities we could identify a few best practices. Here attempt has been made to document a few of them.

People's Planning.

The decentralized planning (people's planning) may be considered as one of the best practices in the State. The planning exercise has certain distinct features in terms of the involvement of the Panchayats and local citizens. It has started as a campaign mode with 'big bang approach' and turned in to an institutionalized structure. The methodology and grammar of the planning exercise has been de mystified and turned in to a people friendly exercise. The elected authorities were capacitated to plan for local economic development and social justice. The people's planning has provided evidence that the exercise of 'planning' could mobilize the people for public action and civic engagement. The exercise of 'planning' is used as a metaphor for social mobilization and building public sphere. The 'campaign' could envisage the impediments which create stumbling blocks for strengthening the Panchayats and decentralized planning process in the State. As a result, the State Act which was enacted in 1994 was thoroughly restructured in 1999 incorporating the lessons from the experience of the early years of the people's planning. The planning circle designed with prescribed 'steps' and iterative discussion 'forums' attached at each

step is really a value addition to the literature on ‘decentralized planning’. The people’s planning could operationalize a multi level planning exercise in the context of three tier spatial political units. The plan-related activities included the convening of *Gram Sabhas* specifically for the purpose of planning, preparation of the Panchayats’s socio –economic profile in the form of a printed development report, holding of development seminars, preparation of projects, appraisal and correction of projects by block and district level expert committees constituted on a voluntary basis and the granting of final approval by the District Planning Committee. All these planning activities are appropriate in the background of the legal framework of the Panchayat Raj system. Finally, the people’s planning frame work and methodology is reflected in devolving planning related functions to Panchayats.

Window for Panchayats in the State Budget (Appendix IV),

The window for Panchayats and Urban Local Bodies (ULB) in the State Budget, known as ‘Appendix IV’ is the integral part of the State Budget in Kerala and was first introduced in 1996-1997 along with the People’s Planning Campaign. It is really a link document which establishes financial linkage between State budget and local governments. The Appendix IV gives details of the provisions for financial allocation earmarked to local governments in the State Budget. In the detailed budget estimates of every year, the provisions for schemes and functions transferred to Panchayats are listed as lump sum grants to Panchayats and it is reflected in the Appendix IV. It is the major strength of the Panchayats and decentralized planning in the State.

State Development Council (SDC)

Kerala State Development Council was established in 1994 to decide on policy and sort out issues between Local Governments and State Government and those among Local Governments. Formulation of policy document related to decentralization, coordination of state and district plans are the other major duties of the SDC. The Chief Minister of the State is the Chairperson of the Council. The Cabinet Ministers and the Opposition Leader are the Members. The Chairpersons of the DPCs, Mayors of Corporations, two Municipal Chairpersons, two Presidents of the Block

Panchayats, two Presidents of the Village Panchayats, and Vice Chairperson of the State Planning Board are the other members of the Council. As a custom, sitting are held twice in a year. The implementation of the MGNREGA, Total Sanitation Mission and the preparation of the Five year Plan connected with the Panchayats are among the subjects which came up for discussion in the last meeting of the SDC, as per the official document. In the context of the new federal structure of the Indian polity, the SDC has to play a major role in the State- Local relations of the State. However, the SDC has to emerge at such a facet.

Ombudsman for Local Governments

Ombudsman for Local Governments is an independent, high powered quasi judicial authority which investigates the complaints against local governments in the State and the functionaries working with them. The institution started functioning in 2000, as a seven member team with a retired Judge of the High Court as its chairperson and later on the institution became a single member body by an amendment of the State Panchayat Raj Act. As per the Act only a former judge of a High Court can be appointed as Ombudsman and the office can conduct investigations and enquiries into instances of mal administration, corruption, favouritism, nepotism, lack of integrity, excessive action, inaction, abuse of position, etc. on the part of officials and elected authorities of all Local Governments (Panchayats of all three levels, Corporations and Municipalities). The Ombudsman can even register cases *suo moto* if instances of the above kind come to his notice. Sittings can be anywhere in the State and at the discretion of the Ombudsman. The office is not fully bound by the rigid provisions of the Indian Evidence Act and the Procedure Codes. Advocates can appear in the cases before the Ombudsman only if specifically permitted to do so for stated reasons. These provisions make the functioning of the institution very flexible and enable conduct of cases fast and inexpensive. The office of the Ombudsman is assisted by the secretary, administrative officer, finance officer, section officer, court officer and allied staff. It is reported that 4215 cases were registered before Ombudsman till 31 December 2011 and 2254 cases were finally disposed off. The office of the Ombudsman could pronoun certain outstanding orders which have broad inference in

the area of decentralization. The Ombudsman is being functioning as citizen's defender in the grievance redressal process under local governance.

Tribunal for Local Governments

As per the provisions of the State Acts (Section 271 of the Kerala Panchayat raj Act, 1994&Section 509 of the Kerala Municipality Act, 1994) and the Government Order (GO.52/04/LSGD dt.5.2.204) the Government of Kerala constituted the Tribunal for considering and disposing of the appeal of revision filed against the decisions of the Local Self Governments. The tribunal has jurisdiction over the entire State and permanent office. The Tribunal shall consist of one Judicial Officer having the rank of a District Judge appointed by the Government in consultation with the Chief Justice of the High Court of Kerala. The Tribunal shall be assisted by the officers and staff as the Government may decide. The Tribunal shall have the same powers as are vested in a Civil Court under the code of Civil Procedure,1908 when trying a suit in respect of matters, namely-(i) summoning and enforcing the attendance of any person and examining him/her on oath, (ii) demanding the discovery and production of any document or other material object producible as evidence , (iii) receiving evidence on affidavits, (iv)requisitioning any public document or a copy there of from any court or office, and (v) appointing commissions for the examination of witnesses or in respect of documents. It is also mentioned that any procedure before the Tribunal shall be deemed to be a judicial proceeding within the meaning of section 193and section 228of the Indian Penal Code. The Tribunal shall, on a reference from the Government with regard to the legality or sustainability of any decision of the Panchayat , render its opinion to the Government there on after giving the President or the Panchayat concerned, an opportunity of being heard, if necessary. The Government is empowered to prescribe the matters on the conditions of service of the Tribunal, filing appeal petition or revision petition, procedure to be followed in hearing the appeal petition or revision petition, the effects of the order of the Tribunal, and any other matter which the Government may consider necessary to prescribe. Any aggrieved person can approach the Tribunal. It says, “any person aggrieved can submit an appeal or revision against a notice order or proceedings of the Village

Panchayat or Municipality or its Standing Committee for Finance or the Secretary in respect of any matter specified in the schedule appended to the Tribunal for Panchayat rules or added to the said schedule by the Government from time to time by notification. If the concerned Village Panchayat or the Municipality or the Standing Committee for Finance or the Secretary has not taken decision within the prescribed time limit in cases where time limit has been prescribed in the Panchayat Act or the Municipality Act or in the Rules, the affected party may in this respect, one can file appeal before the Tribunal.

Performance Audit

Performance audit stands for objective, independent and systematic examination of any programme, function, operation, management system, procedures and practice of institution/agency /organization /including government. Structured and professionally adopted methodologies are used as effective tools for performance audit. The performance audit wing came into being in the State on January 1, 2011 under the control of the State Performance Audit Officer. There are district performance audit officers at all the districts .in the State .The employees are deputed from the Secretariat and Panchayat / Municipalities. The purpose of the system is to improve the fiscal discipline of the Panchayats. The process of devolution has empowered the Panchayats to take up a surfeit of developmental schemes. As per the estimate, a Village Panchayat on an average could be handling a few core worth of programmes every year which has necessitated for the creation of suitable accountability mechanisms. As a result, new audit system (performance cum corrective audit) was implemented in the Panchayats. The performance audit aims at the frequent review of administrative measures. Performance audit is supposed to notice irregularities, give space to keep away from such irregularities and suggest measures for not repeating such irregularities in future. In some cases it is alleged that the officials designated for the assignment are often made to probe the functioning of the Panchayats with the ‘traditional audit mentality’ and also extract information which carries dismal metaphors of the Panchayats. Therefore, the performance audit was ‘reduced to traditional audit machinery’. However, the empirical evidence suggests that scope of

performance audit is massive and it has empowered the Panchayats through corrective measures and peer reviews by an independent third party. The case of sample Panchayats are the testimony for suggesting the performance audit as one of the best practices for ensuring financial discipline from the State of Kerala.

Engineering Wing for Local Governments

As per the recommendations of the Committee of Decentralization of Powers, attempts were made to strengthen professional and ministerial support to Panchayats and hence a separate engineering cadre was established on October 1, 2008. At present, the Panchayats have a strong engineering wing. It had been created by grouping technically qualified officials of PWD, Water Works Department, and Poverty Alleviation Units (PAU), Kerala State Rural Roads Development Agency and all engineering staff of the departments of Panchayat, Municipalities and Corporations. The decision for creating a separate engineering cadre has strengthened the professional and ministerial support to Panchayats and it in turn accelerated the process of engineering design oriented construction activities with standard protocol norms in rural development programmes and infrastructure development.

Steering Committee

As per the amendment of the Kerala Panchayat Raj Act, 1994 (Act of 13 of 1999), a separate Section (162.B) on 'Steering Committee' has been inserted. There is a Steering Committee in every Panchayat consisting of its President, Vice President and the Chairperson of the standing committees'. The President of the Panchayat is the ex-officio Chairperson of the Steering Committee. The committee has to co-ordinate and monitors the functions of the standing committees and performs such other powers and functions as may be entrusted to it by the Panchayat. The steering committee as the meaning denote navigates the direction of the Panchayat and stands for collective responsibility.. It also reverses the dictatorial regime of the 'President Raj' and turns towards the regime of 'Panchayat Raj'.

Front Office Management (FoM) of Village Panchayats

On experiment basis, a few Village Panchayats made attempt to introduce total quality management (TQM) in different local parlance such as ‘enquiry counter’, ‘information counter’, and ‘*Jana Sevana Kendra*’. The Kerala Institution for Local Administration (KILA) could learn and document the experiences under the nomenclature, the ‘Front Office Management’ (FoM) and finally the Government of Kerala has up scaled and introduced it in all the Village Panchayats during 2009. It is noticed that all the quintessence and components of TQM are being tried to translate into FoM. The basic principle of the FoM is the ‘first come first served’ (FCFS) and change management. The slogan is *front office is friends’ office*. It is a single window service delivery. The major aim of the FoM is to receive and submit the applications and letters for service and to provide information regarding service. It also gives the status of the movement of the file/application and the delivery of certain services. Logistics for modern office environment for providing better access and dignity to citizens is one major components of the FoM. As part of the FoM, a protocol checklist for providing information regarding service and their conditions are suggested as mandatory. It includes (i) notice board, (ii) citizen’s charter, (iii) details of officials on Right to Information, Birth and Death, and (iv) details on anti corruption , grievance redressal, Ombudsman ,and Appellate Tribunal . The display of attendance board, Gram Sabha board, meeting board and service status board are also suggested. Certain physical arrangements for citizens are also designed as mandatory and they are front office counter, *thapal* box, ramp for differently abled, seating arrangements and writing pad, application forms, stationeries (paper, pen, gum, stapler, twine, pin and paper punch), drinking water, facilities for urinal & toilet and complaint box. Other additional arrangements such as wash basin, first aid kit, coin box telephone, newspaper & leaflets, television for exhibiting the projects services about the Panchayats are also suggested under desirable facilities. A detailed list of physical arrangements is proposed to enhance the capacity of the functionaries posed in the FoM. The list includes (i) table, chair, shelf, cabin, cash chest and stationery, (ii) distribution register, front office diary, application forms and seal, (iii) acknowledgement receipt, (iv) updated citizen charter ,(v) acts, rules and government

orders that are applicable to Village Panchayat, (vi) intercom ,(vi) computer with internet facility and having all software applications related to Village Panchayat, (vii) information directory of the address and phone numbers of elected representative, officials and institutions, (viii) office order and work distribution register, (ix) details of elected representatives, officials, promoters, officials, of ADS/CDS, health workers, *preraks*, office bearers of other committees, (x) check lists and (xi) receipt book. It is also recommended four types of monitoring mechanisms. They are monitoring committee, monthly staff meeting, public evaluation system, and annual citizen meeting. Four years have completed since the introduction of the system in the Village Panchayats. The FoM is a catchphrase in Village Panchayats of the State. It was introduced with a broader vision of change management. Though there are still concerns regarding the performance of the Village Panchayat in general and the quality of service delivery in particular even after the introduction of FoM, the new management initiative has made commendable achievements in the quality of governance . As per the field evidence, the major achievements of FoM are single window service delivery, principle based service delivery, avoidance of intermediaries and unjustified recommendations in service delivery, assurance of social equity and dignity of local citizens, right to service and efficacy of the local political system and reduction in patron client relationship in local governance.

Principle of Subsidiarity

The philosophy and practice of the decentralization in the State is based on the key principles of devolution of functions such as autonomy, subsidiarity, role clarity, complementarity, uniformity, people's participation, accountability, and transparency. Among these principles, 'subsidiarity' is the corner stone. It means what can be performed at a particular spatial level should be done at that level only and should not be handed over at a 'higher' level. While distributing the functions and responsibilities among the three tiers of Panchayats the principle of subsidiarity is followed. Subsidiarity was the guiding principle when the activity mapping was constructed though it was not fully applied. As result, there is some amount of clarity at the conceptual and practical domain about what activity /function should be done at which

tier of Panchayat. Absence of overlapping and repetition of functions is the result. The three tiers of Panchayats are not located on vertical levels and to a certain extent they are placed on horizontal levels. A process of horizontal and vertical integration of functions is visualized by the convergence of activities. The functional relationship among the tiers is based on mutual respect and sphere autonomy rather than on hierarchical terms. This is also reflected in the behavioural pattern of the functionaries of the three tier Panchayats.

Autonomy of the Panchayat

The provisions of the Kerala Panchayat Raj Act envisage maximum space to uphold the autonomy of the Panchayats. The excessive control of the State power over the Panchayats has been limited by the institutionalization of democratic process through the introduction of Ombudsman and Appellate Tribunal. In Kerala only two categories of elected authorities can be disqualified through the process of suspension and removal. They are defectors and those who found guilty by the Ombudsman. As per the Kerala Panchayat Act, the Government can cancel resolutions of a Panchayat only through a process and in consultation with Ombudsman or Appellate Tribunal according to the objective analysis of the subject matter of the resolution. Again, only on two situations the Government can dissolve a Panchayat , one if the Panchayat fails to pass the budget and second if majority of its members resign from the Panchayat . In other case, only the State Election Commission can disqualify a member for not convening the Gram Sabha for three times consecutively as per the clause (p) of the sub -section of (i) of Section 35 of the Act . A due process has to proceed in all other cases for issuing a memo of charges and the Ombudsman has to be consulted before taking any final decision. As a result, neither the Presidents nor the Members of any Panchayats in the State had been suspended or removed since the Act came in to existence.

Conclusion

All the above mentioned best practices and success stories were situation specific and evolved over a period of time in the specific socio political and historical context of Kerala. There are two dimensions for any best practice, one is the process involved in making the best practices and the second is the end result in the form of product

/service. An integration of the two dimensions is essential for making the case of best practices. The leadership quality is an essential factor which determines the course of the best practice. In many cases the motivating forces including the leadership factor is crucial. While depicts the cases the motivational factors including the role played by the leadership (both collective and individual) in making the best practices had been missed. Though the Village Panchayats for the past many years had been in the forefront of creating best practices, the sustainability of these cases over a period of time was not evaluated. While trying to replicate the best practices it is better to keep these cautions in mind.

CHAPTER 11:

BAD PRACTICES

Introduction

In real sense it is hard to document bad practices mainly because of the absence of such practices in the sample Panchayats from both the districts of Kollam and Palakkad. However, during the field work a few apprehensions have been noticed which needs a little tweaking. In some cases mid course corrections may be possible at the level of individual Panchayats whereas in other cases it needs policy change at macro (state) level. In this Chapter a few such practices of the foresaid nature had been documented.

Poor Utilization of Plan Funds under SCP and TSP

In the State decentralized Planning has been treated under different sub sectors. The budgetary provision of grants –in –aid to Panchayats has three categories viz., general sector , special component plan (SCP) and tribal sub plan (TSP). Though there are elaborate guidelines for the preparation and implementation of SCP and TSP, these sectors have not been considered seriously. It is also noticed that, in general, funds under these sectors have not been prepared on the basis of local needs. During the implementation of projects under SCP and TSP there was no proper coordination from line department. During the field work it was revealed that by and large the guidelines are only on paper, serious attention is needed to put them in to practice while formulating and implementing projects under these sectors. The President of few sample Village Panchayats had admitted that their performance was not satisfactory in the utilization of funds under SCP and TSP. Under the general sector, these Panchayats had the credit of utilizing 100 per cent of funds whereas it was less by 20 to 30 per cent in the case of projects under SCP and TSP respectively.

Pendency in Audit Paras

It is also noticed that the volume of 'pending audit paras' in majority of the sample Panchayats are very high. There are two opposite accounts towards the issue. The functionaries of the Panchayat argue that while implementing innovative projects they are required to follow non conventional practices and modus operandi. In many cases the guidelines are also silent on the innovative projects and the road map for implementation. It is difficult for the traditional audit system and its functionaries to appreciate the genuine interest of the Panchayats. On the other side, audit personnel have the judgment of 'violating norms by the Panchayats' and some degree distrust on them. In many case, the above field situation may append the volume of 'pending audit paras'.

Information Blockade by the Panchayats

A strong resistance is observed on the part of the Panchayats to furnish information to public. Only general and background information are available in the concerned websites of the Panchayats. Disclosure of details (budget document, financial statement, copy of the social report, annual report and administrative report) by *sue moto* on the part of the Panchayats are rarely seen. In many cases, RTI Act is used as a major source of information for adversarial local action by the activists of civil society and political parties. Since 'party system' is officially recognized at all the tiers of Panchayats, high voltage of political activism is manifested in the local community. It is apparent that any meaningful public action loaded with political agenda needs valuable information. Therefore, the demand for information is high. The general perception is that those who demand and get hold of information may be used it as a tool for empowerment whereas those who supply and disclose information be disempowered. Therefore, there was a strong resistance to furnish the information from the side of the Panchayats

Reduced Appliance of E-Governance Efforts

Some of the sample Panchayats has not given adequate attention to the e-governance efforts. Among the host of software applications developed, only a few have been experimented with at the grass root level and among those, the extent of usage is far from satisfactory. An enquiry into the reasons behind the lethargy in embracing e-

governance for service delivery and administration among the Panchayats has been examined thoroughly. The findings point towards the need for urgent attention by policy makers. The major reasons presented by a number of sample Village Panchayats who have been slow in adopting the e-governance platform include networking issues, dearth of clients, server related issues, computer shortage, and shortage of staff. An analysis of the problems reveals that inadequate infrastructure is the paramount reason for slow adoption of e-governance in Panchayats. Though Panchayats have been permitted to purchase computers and other accessories at any time, the lassitude on the part of the functionaries blocks the introduction of the culture of new public administration to some extent.

Retarded Developments in Gram Sabha

The Governor with retrospective effect had promulgated an ordinance amending the Kerala Panchayat Raj on September 2012 to amend clause (p) of sub-section (i) of Section 35 of the original Act to give legal protection for members of Panchayats who fail to convene Gram Sabha up to three meetings. The background of such an ordinance was to overcome the difficulty arising out of disqualification of Panchayat members for not convening their respective Gram Sabha within the stipulated time. The State Election Commission had dissolved the Karuvattur Village Panchayat in Kozhikode District and Varandarapally Village Panchayat in Thrissur District besides disqualifying 18 member of Karuvattur and 21 out of 22 member of Varandarapally. Under the original Act, a Panchayat member could be disqualified for not convene the Gram Sabha two times consecutively. The ordinance has extended the maximum period of calling the meeting of Gram Sabha from the present six months to nine months. The ordinance is widely opposed from the civil society activists by saying that the ordinance comes to the rescue of members who did not convene Gram Sabha. It is also alleged that this may nullify the goals of the democratic decentralization and may pave the way for greater corruption and malpractices among the officials and elected representatives. There is a serious concern that in future again the Government may make further amendments to cortile the rights of the Gram Sabha.

Trifurcation of the Department of Local Government

Trifurcation of the department of local government under three ministers of the present structure had been criticized by many decentralization activists. In Kerala three departments (rural development, Panchayats & urban affairs) were under the control of a single Minister known as Minister for Local Self Government Department (LSGD). The portfolio of the Minister for LSGD had been divided under three departments and put under three Ministers. It is observed that the trifurcation had worked as major impediments to the two decade decentralization initiative in the State and the efforts at integration of local governance that had been for the last one decade. The observation is based on three dimensions. (i) The State could succeed to bring all the rural development programmes under single ministry of LSGD with serious efforts, pressure from below and general consensus. The trifurcation was against the general trend which is followed in the State. (ii) The trifurcation had serious impediment to the effective utilization of the Centrally Sponsored Schemes (CSS) since the two departments of Rural Development and Panchayats was vested with two separate Ministries. (iii) Administrative delay of the project was the result when it went through different departments and Ministries.

One of the decentralization activists commented *“How will various institutions currently under the umbrella of the Department of Local Administration would get divided among the three Ministers. This would not happen if any thought had gone into the serious consequences of such a portfolio allocation or about the history of decentralization in the State”*. Justice Hariharan Nair the former Ombudsman said *“My experiences as Ombudsman for LSGD for the past 3 years prompt me to say that we will be paying a heavy cost for this forced reform. The sense of brotherhood prevailing between the local bodies might end shortly. There will be many more of such issues about which respective ministers, perhaps belonging to different political parties will be fighting against each other at the cost of the helpless tax payers”*. On the other side, the State Government has dispelled the above criticisms and saying that trifurcation only do well and strengthen the process of devolution. In the background of the above criticism from various stakeholders, the Government has constituted a sub cabinet subcommittee with the Chief Minister as the Chairman to look the issues

related to trifurcation. However, one who seriously watch the events after the trifurcation may come to the conclusion that the very conduct of the concerned departments and ministries are building road blocks towards devolution and strengthening the Panchayats and finally the criticisms against the trifurcation has come true.

No Aggregated Data on Receipt and Expenditure at the State Level

The resource mobilization of different tiers of Panchayats is supposed to monitor by different agencies at the State level. The Village Panchayats are expected to be monitored by the Directorate of Panchayats, Block Panchayats by the Commissionerate of Rural Development (CRD) and the District Panchayat by a separate section under the Local Self Government Department (LSGD) wing of the Secretariat. It is locally reported that the financial performance of the Panchayats in general and the tax compliance in particular are not supervised / monitored at the state level, as it is expected. Only the data on receipt side of the Village Panchayats are available at the Directorate of Panchayats whereas the expenditure side is not known. It is reported that both the receipt and expenditure of the Block Panchayats and District Panchayats are not being monitored by the respective agencies and hence the aggregate data is not available at the state level.

Conclusion

It was really very not easy to document the ‘bad practices’ mainly because of the absence of such practices in the sample Panchayats. However, it does not indicate that the Panchayats in State are infallible. There are apprehensions and concerns on the performance of the Panchayat. All the above mentioned apprehensions need to be squeezed by the concerned Panchayats and the State Government. The lack of adequate scientific management inputs for innovations in the area of technical, administrative and financial know-how of the Panchayats seems to be the major bottlenecks. A level of ‘self complacency’ and ‘self righteousness’ position were noticed among the major actors of the Panchayats. Decentralization efforts in Kerala demands professional expertise and retrospect for value addition.

CHAPTER 12:

ISSUES AND LESSONS OF OTHER STATES

Introduction

In Kerala a strong Panchayat system had been recommended, way back in 1958 to deepen local democracy and ensure people's participation in local governance. It was also followed by certain other similar attempts. But it could not materialize for various reasons. Only after the passage of the 73rd and 74th Amendments to the Constitution, Kerala has succeeded to establish the Panchayat Raj system. The foundation stone of the Panchayat system in the State has been laid down by the key principles of devolution of functions, finance and functionaries. The key principles of devolution on autonomy, subsidiarity, role clarity, complementary, uniformity, people's participation, accountability, and transparency are able to be seen in the provisions of the State Act and functional domain of the Panchayats. As a result, there are certain issues and lesions which needs wider discussions and contestations. There are various notional and practical issues to be settled at each level on the one side whereas there are lessons to be scaled up and replicated elsewhere on the other. Therefore, an attempt is made to draw a conclusion with a list of certain issues and lessons.

The Major Issues and Lessons

In the State, there are 978 Village Panchayats, 152 Block Panchayat and 14 District Panchayas. The Village Panchayats have an average population of 30000 which makes them viable units of local economic development, delivery of public goods and local level planning. On the other side, the size of the district is relatively small and that of the District Panchayats. The situation makes it difficult to devolve meaningful functions to the Block Panchayats. Village Panchayats are more influential in terms of functions, powers and responsibility as compared to Block Panchayats (intermediate) and District Panchayats. The relations among the three tiers is not organized in a hierarchical manner and they function in an environment of 'co-responsibility' and

some kind of ‘notional sphere autonomy’, of course with functions such as co-ordination being confined mainly to the intermediate and district level tiers. All the tiers of Panchayats have standing committees on subject specific matters. Both in the Village and Block Panchayat there are four standing committees whereas in the case of District Panchayat the number of standing committees is five. The institution and working of standing committees has succeeded in accelerating the spirit of democratic decentralization in decision making and in acquiring power over the sectarian attitude of party politics in the Panchayat system. The committee system has provided democratic space for free discussions and active participation of elected members before any issue/proposal is placed to the Panchayat committee (full body). The Panchayat administration has worked as the synthesis of three components (functions, functionaries and finance). The detail enquiry of the Panchayat administration has provided evidence to understand the dynamics and process of devolution. The concept of ‘parallel committees’ has a different context in the case of Kerala. These organizations have no energy to belittle the Panchayats.

Regular opportunities for participation exist in Kerala with the institution of the Gram Sabha and people’s planning. In Kerala, in the real sense the Gram Sabhas are functioning at ward level, all the voters of the ward being its members. As a result, in many cases planning process takes place at the level of the constituency of a ward member, below the level of the Village Panchayat. As part of the ‘constituency management’ and the State Act, the ward member of a Village Panchayat is responsible to convene the ‘Ward Sabha’ and expected to undertake ward level planning. The actual functional domain of the Gram Sabhas gives an impression that only every limited functions and responsibilities had been utilized. The ‘powers, functions and rights’, ‘roles’ and ‘responsibilities’ listed in the State Act mainly is being left unattended. It is also revealed that local community is not aware of the ‘responsibilities of the Gram Sabha’. The façade of the business of the Gram Sabha is not due to the civic culture or the robust of social capital. It may be the reflection of the agency role of the captive women mobilization. The issues/subjects to be discussed and action to be taken in the Gram Sabhas is ‘directed by the plan guidelines from the top’. In general, no issue/subject of local content and context is

listed in the agenda of the any of the Gram Sabhas in the sample Panchayats. A process of homogenization is noticed in the proceedings of Gram Sabha which may work as an impediment to the process of devolution and strengthening Gram Sabha.

In Kerala, the Village Panchayats prepare the village plans and annual reports. It is also responsible for accountability and transparency of local governance. The functionaries of the departments devolved to Panchayats s have been and transferred under the Panchayats at village, block and district levels. In the case of devolution of functions also, Kerala has achieved to a great extent when compared to other Indian States. The Village Panchayats levies and collects taxes from the local people .Taxes levied by the Village Panchyats are property tax, profession tax, entertainment tax, advertisement tax, and show tax including surcharge. The State Government devolves around less 30 percent of the plan budget directly to Panchayats and other local governments. There is a sound financial and social audit mechanism among the Panchyats. The Gram Sabha has been located as the appropriate space for conducting social audit. The Kerala Panchayati Raj Act says, “every person has the right to ask such information from a Panchayat in accordance with the procedure prescribed”. Audit team is being constituted at each tier of the Panchayat to conduct the audit of the Village Panchayat, intermediate Panchayat and District Panchayat under the performance auditing system. The audit reports are prepared annually and the report is submitted to the State performance authority. In the area of the introduction of e-governance in Panchayats, Kerala is moving ahead with the initiative of mainly Information Kerala Mission (IKM).

In Kerala, the District Planning Committee (DPC) approves the plan proposals of rural and urban local governments. The DPC also formulates the integrated development plan for urban and rural areas of the district. Unlike all other States in India, Kerala made huge human and material investments in devolution from 1996 onwards through the decentralized planning process. Many scholars hail the Kerala experiments as a significant and unprecedented step. However, it was noticed that the content of political activism and public action during the initial phase of the decentralized planning process has significantly eroded among the sample Panchayats. DPCs have

been in existence since 1995 in the State. DPCs are expected to consolidate the perspective plan for the district. It is seen that certain attempts are made for preparing District Development Plan at each district by integrating development plans of three tier Panchayats and urban local governments as envisaged in the Constitution. But in the State the DPCs have not yet formulated District Development Plans.

The Panchayats in the State had relatively better financial position even before the constitutional amendments. Measures were also taken for strong financial devolution after the constitutional amendments. This was not accidental, but a conscious and historical process. It was made possible due to strong political will and important roles played by champions of this cause, media and civil society. A long term sustained political process resulted into efficacy, trust in these devolutions and increased visibility of the Panchayats. Long before the constitutional amendments, Kerala had four commissions for examining the finances of Panchayats. The recommendations were very comprehensive and ahead of times. Their relevance has not been lost even today. Kerala has been in the forefront in constituting State Finance Commission (SFC) once in every five years as envisaged in the Constitution. So far five SFCs have been constituted and four had submitted detailed and decentralization friendly reports to the Government. The fourth SFC of Kerala has gone beyond conventional approach and opened a new domain on local finance and a wider spectrum of planning, local development as well as local democracy. The constitutional mandate to plan for economic development and social justice with the reservation of marginalized communities enables the SFC of Kerala to endeavor to work towards the inclusion of excluded and that is why there is a chapter on *“Devolution and Inclusion of the Excluded”*. The ‘Excluded in Kerala’ has been broadly defined and a deprivation index has been constructed. The SFC also has identified ‘Vulnerable Panchayats’ and ‘Most Vulnerable Panchayats’ based on the deprivation Index. (Report of the Fourth Finance Commission Kerala, 2011) . A proposal was made for special grants for these two categories of Panchayats .The learning from Kerala experience of SFC can be of immense help while devising the strategies for strengthening the SFCs in other States.

The Kerala Panchayat Raj Act has a strong legislative frame work which devolves major functions to Panchayats. There are specific sections in Act for assigning

functions to the three tiers. . The activity mapping has expanded the functional domain of the Panchayats to a level nearer to the 29 subjects envisaged in the eleventh schedule of the Constitution. The assessment of actual status of functions by the respective tiers of Panchayats situate in the line between the provisions in the Act and the envisaged propositions in the activity mapping. The Village Panchayat has covered functions under 20 subjects. Whereas the District and Block Panchayas have covered functions under 18 and 19 subjects, respectively. In other words, it gives an impression that there are subjects domains where all the three tiers of Panchayats have not entered till date. The Panchayats in Kerala have more footprints to enter the full functional domain of the magical number of 29 subjects listed in the eleventh schedule of the Constitution. This issue needs serious concern.

The devolution of functionaries necessitated massive transfer of administrative personnel to Panchayats. But that has not made as expected due to the strong resistance of the functionaries. And therefore functions are with the Panchayat and the functionaries are still with the line departments. The institutional arrangement of the mechanism of 'dual control' is not properly addressed the issue. The new dispensation followed by the constitutional commitments and the decentralization process has become instrumental for loading value addition to the Panchayats. The additional functions and responsibilities are expected to perform with the support of the functionaries of the transferred institutions. Due to the mechanism of 'dual control', the services of the functionaries of the transferred institutions are not properly available to the Panchayats. Therefore, shortage of functionaries is reflected in many of the Panchayats. In the Panchayats there are real distinction between the core functionaries, engineering functionaries and functionaries from transferred institutions /departments. A unified Panchayat staff structure under single administrative head has not yet developed in the Panchayats to strengthen devolution of functionaries. The provision in the Act, which gives special emphasis on code of conduct are really protective measures to maintain the two domains of the body politics and day to day business of the Panchayats. Of course, difficulty of keeping such a water tight compartment between statutory and non statutory functions, in a small unit of administrative domain is the real issue. The lessons from Kerala

experience of the special attention on ‘code of conduct’ may be of immense help while making policy for functional engagements between elected authorities and functionaries of Panchayats in other States.

Conclusion

Kerala has succeeded to establish a strong Panchayat Raj system. The foundation stone of the Panchayat system in the State has been laid down by the key principles of devolution. Many innovative programmes are implemented in the Panchayats which have impacted up on the quality of wellbeing of the people of the Panchayat. It can be affirmed that the policy package in favour of poor, marginalized and women remain as the major credit of the Panchayats in the State. The salient features, practices and protocol checklist of the preparation of the decentralized plans at different tiers of Panchayats in the State were a noteworthy. The specific provisions related to decentralized planning in the Act, rules, orders, guidelines and notifications are commendable. The composition and structure of institutions and procedures developed for the decentralized planning may be lessons to be replicate. The first major step towards effective devolution of functions with the support of a three tier structure of Panchayat Raj was taken in 1994 when the Kerala Panchayat Raj Act was passed. The strong legislative frame work is reflected in devolving major functions to Panchayats based on the State Act, Activity Mapping and actual field operations. While doing the exercise, the ‘principle of subsidiarity’ has been followed to some extent. The tiers have been treated as independent entities within their own sphere autonomy. Kerala is projected as the role model in financial devolution. The transfer of the funds is based on the indicators developed by the State Finance Commissions. The institution wise allocation of funds for year is mentioned in State budget presented in the Legislative Assembly, known as Appendix IV of the Budget. The transfer of finance to Panchayats, awards of the State Finance Commissions , the taxation power of the Panchayat, the flow of grants -in -aid in the form of ‘tied fund ’ and ‘untied fund ’and thenature and content of revenue & expenditure are the salient features of financial devolution . A well developed accounting and audit system including performance audit and online support is the hallmark of the

Panchayats in Kerala. The trained personnel are also available with the Panchayats to handle the accounting and audit procedure. The major portion of the accounting and audit procedures and practices are incorporated in the Kerala Panchayat Raj (Accounts) Rules, 2011. The lessons of the accountability framework and vigilance mechanism for Panchayats are noteworthy. There is an internal control system at the level of each Panchayat. The experience on Ombudsman, Tribunal and Citizens' Charter, State Performance Audit Authority, Directorate of Local Fund Audit and Social Audit may be lessons for strengthening vigilance and surveillances mechanism for Panchayats. The working of the State Development Council (SDC) is another lesson which needs appreciation.

The Government of Kerala has introduced e- accounting system in the Panchayats by introducing software known as *Saankhya*. "The work and the worker should go together" is the principle adopted in Kerala while devolving the functionaries to Panchayats. This approach necessitated massive transfer of functionaries to Panchayats. Historically, the Village Panchayats in Kerala were having their own functionaries. Since the development blocks are transformed to Block Panchayats a convergence of traditional and new staffing pattern has evolved at that level. The District Panchayats being an institution of the post constitutional phase has followed a different staff pattern. The structure of functionaries had its ramifications in the area of devolution.

In the context of devolution, the governance of the Panchayat is the synthesis of three components such as functions, functionaries and finance though each one has its own of functional autonomy and separate domain for performance. Since it is the sub system of larger political economy, both the externalities and internalities had play major role in shaping the Panchayat administration. Any development in one component may have its own reflection on other components and finally it makes impact in the Panchayat administration. The working of the standing committees at different levels was taken in to consideration and their relation with the respective Panchayat Committee was rated as good. A vibrant Gram Sabha is essential for the effective functioning of Gram Panchayat by promoting transparency and

accountability in administration, enhancing public participation in the planning and implementation of schemes and paving the way for social justice and local economic development. In other words, Gram Sabha is the motive force for inclusive growth and governance at the local level. The Gram Sabha in Kerala had the credit of the only forum which stands for direct democratic practice and for deliberative democracy. The role of the Gram Sabha in the preparation of action plans, identification of beneficiaries for rural development schemes, approval of budget and annual financial statements, social audit reports and decentralized planning had been recognized .

Remarkable improvements in areas like human development, associational life, capacity building, networks, trusting building, quality in gender status and social capital, could be noted among the marginalized communities. As a result, the efficacy and visibility of the Panchayats have been increased. The experiences and indicators from the Panchayats reveal that the core elements of participation, accountability and empowerment are present and practiced during the planning process of various developmental schemes. In many cases, the decisions of the Panchayats have become a powerful instrument for deepening democracy and ensuring entitlements. Of course, larger number of Panchayats has not reached the optimum level of achievements. But the front –runners are moving ahead in the right path and the best cases may be replicated and scaled it up.

Annex 1**General Information**

Rungs of panchayat	Number of Panchayats	Average population per panchayat (as per 2011 census)	Elected Representatives								
			Women		SC		ST		OBC		Total (including general)
			No.	%	No.	%	No.	%	No.	%	
District	2	2723133.5	28	50.91	9	16.36	Nil		Nil		55
Block	4	126464.5	28	54.90	5	9.80	10	19.61	3	5.88	51
Village	8	32024.75	77	53.85							143

Annex 1.1

General Information of sample Panchayats

Particulars	Populati on of panchay at (as per 2011 census)	Elected Representatives									
		Women		SC		ST		OBC		Genera l	Total (including general)
		No.	%	No.	%	No.	%	No.	%		
BRGF District(Palakka d)	2810892	15	51.72	5	17.24	Nil	Nil	Nil	Nil	24	29
Block A(Malampuzha)	1729	7	53.85	3	23.08	Nil	Nil	1	7.69	9	13
Village A.1(Akathethar a)	25458	9	52.94	2	11.76	Nil	Nil	9	52.94	6	17
Village A.2(Pudusser y)	45642	13	72.22	3	16.67	Nil	Nil	7	38.89	11	18
Village A.3											
Block B(Attapady)	69421	6	50	1	8.33	4	33.33	2	16.67	5	12
Village B.1(Agali)	34653	8	42.11	2	10.53	5	26.32	Nil	Nil	12	19
Village B.2(Sholayur)	20258	7	50	1	7.14	7	50	Nil	Nil	6	14
Village B.3											
Non-BRGF District(Kollam)	2635375	13	50	4	15.38	Nil	Nil	Nil	Nil	22	26
Block C(Ochira)	156383	7	53.85	1	7.69	Nil	Nil	Nil	Nil	12	13
Village C.1(Kulashekar apuram)	46699	13	56.52	2	8.70	Nil	Nil	17	73.91	4	23
Village C.2(Alappadu)	24931	8	50	1	6.25	Nil	Nil	15	93.75	Nil	16
Village C.3											
Block D(Chavara)	278325	8	61.54	Nil	Nil	6	46.15	Nil	Nil	7	13
Village D.1(Chavara)	41497	12	52.17	2	9.52	Nil	Nil	Nil	Nil	21	23
Village D.2(Neendakara)	17060	7	53.85								13
Village D.3											
Status of the state	33387677	9907	51.85	867	4.54	167	0.87	No reser vation for OBC	Nil	18073	19107

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Running of agriculture farms other than regional farms and research centres. 2. Integrated water-shed management in water sheds covering more than one block panchayat area. 3. Provide for agricultural inputs. 4. Soil testing 5. Pest control 6. Marketing of agricultural products 7. Cultivation of ornamental plants. 8. Promotion of agricultural co-operatives 9. Promotion of commercial crops. 10. Application of bio-technology. 11. Popularisation of innovative field trials and pilot projects. 12. Conduct of locally appropriate research and development.	Increasing agricultural production - 1. Compilation of database from block panchayats and preparation of a district level perspective plan 2. Compilation and dissemination of available/improved technologies 3. Development of infrastructure 4. Promotion of commercial crops 5. Bio technology application 6. Pest and disease control affecting larger areas Support to production and distribution of inputs - 1. Assessment of demand and supply of inputs 2. Preparation of seed/planting material/plan 3. Arranging storage facilities for inputs 4. Arranging distribution of inputs 5. Monitor quality of inputs distributed 6. Arrangement of larger mechanised applications 7. Establishment of commercial input production units (larger) 8. Management of farms 9. Promotion of agricultural cooperatives	i. Increasing agricultural production - 1. Compilation of database for crops and preparation of block level perspective plan 2. Advise suitable cropping pattern to grama panchayats ii. Support to production and distribution of inputs - Assisting in assessment of demand and supply of inputs to district panchayats 2. Assisting in preparation of seed/ planting material/plan 3. Quality control of seeds/seedlings 4. Arranging distribution of inputs for procurement by grama panchayats iii. Support to agricultural extension - 1. Organise melas, exhibitions etc. 2. Organise training (farmers, officers) 3. Support to Information, Communication, Technology iv. Marketing and post harvest handling - 1. Preparation of marketing plan 2. Project preparation and establishing value added units v. Credit- 1. Preparation of block level	i.Increasing agricultural production - 1. Collection and updating of database and formulation of crop development projects covering diversification by taking into account soil-crop suitability 2. Development of optimum land use plan 3. Preparation of plan for waste land/fallow land utilisation 4. Pest and disease control activities ii.Support to production and distribution of inputs - 1. Assisting in assessment of demand and supply of inputs to block panchayats 2. Assisting in preparation of seed/planting material plan 3. Promotion of seed production/ planting material production (Nurseries) 4. Establishment of smaller commercial input production units 5. Promotion of agricultural cooperatives iii.Support to agricultural extension - 1. Dissemination of new technologies 2. Assistance to farmers" clubs, samithies etc. 3.
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: 1. Farmers training programmes for the implementation at the village level.			

As per Activity Mapping		2. Arrange agricultural inputs required for schemes at the village level. 3. Conduct of agricultural exhibitions. 4. Management of watersheds falling within the Block Panchayat area. 5. Mobilise agricultural loans. 6. Encouragement of sericulture.	Support to agricultural extension - 1. Research-extension interface 2. Promoting adoption of technologies 3. Field trials and pilot projects to popularise innovation 4. Locally appropriate participatory research 5. Training in specialised areas/new technologies 6. Functioning of agricultural development committee 7. Support to Information Communication Technology and Information Technology enabled services 8. Exhibitions, melas, awards to farmers 9. Cultivation of ornamental plants Marketing and post harvest handling- 1. Establishment of market infrastructure 2. Establishment of district markets 3. Establishment of value added processing units 4. Promotion of marketing of agricultural produce 5. Market intelligence	credit plan 2. Mobilisation of agricultural credit vi. Soil testing - Arrangement of transport of soil samples vii. Monitoring, evaluation and technical supervision - 1. Monitoring projects of grama panchayats 2. Modification of projects based on the monitoring report 3. Technical supervision of projects of grama panchayats viii. Management of assets - 1. Maintenance of buildings 2. Maintenance of implements and machineries 3. Maintenance of other assets ix. Watershed management - 1. Compilation of database and preparation of block level watershed plan 2. Interdepartmental-inter crop coordination 3. Arrange training and technical support x. Soil conservation - Coordination with the professional/official/ soil conservation machinery and giving assistance in its work	Supervision of field visits 4. Establishment of demonstration plots 5. Assisting in implementation of land reforms 6. Assisting in participatory research 7. Organise self help group/ group meetings 8. Promote group farming 9. Functioning of agricultural development committees 10. Support to Information Communication Technology and Information Technology enabled services 11. Farmers clubs 12. Identification of progressive farmers 13. Promotion of bio fertilisers and vermiculture iv. Marketing and post harvest handling - 1. Assisting in preparation of marketing plan at block level 2. Establishment of storage centres 3. Organize farmers' markets 4. Market intelligence 5. Project preparation for establishing value added products v. Credit- 1. Preparation of credit plan 2. Arranging credit to farmers/ self help groups vi. Management of risk - 1. Formulation of projects for crop insurance 2. Assessment of loss due to natural calamities vii. Soil testing - 1. Collection of soil samples, communication of results
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Cultivate wastelands and marginal lands. 2. Ensure optimum utilisation of land. 3. Soil protection 4. Production of organic manure. 5. Establishment of nurseries. 6. Encourage the system co-operative ground farming. 7. Organise self help groups among farmers 8. Encourage horticulture and vegetable cultivation. 9. Fodder development. 10. Plant production. 11. Seed protection. 12. Farm mechanisation. 13. Management of Krishi Bhavans.	Support to agricultural extension - 1. Research-extension interface 2. Promoting adoption of technologies 3. Field trials and pilot projects to popularise innovation 4. Locally appropriate participatory research 5. Training in specialised areas/new technologies 6. Functioning of agricultural development committee 7. Support to Information Communication Technology and Information Technology enabled services 8. Exhibitions, melas, awards to farmers 9. Cultivation of ornamental plants Marketing and post harvest handling- 1. Establishment of market infrastructure 2. Establishment of district markets 3. Establishment of value added processing units 4. Promotion of marketing of agricultural produce 5. Market intelligence	credit plan 2. Mobilisation of agricultural credit vi. Soil testing - Arrangement of transport of soil samples vii. Monitoring, evaluation and technical supervision - 1. Monitoring projects of grama panchayats 2. Modification of projects based on the monitoring report 3. Technical supervision of projects of grama panchayats viii. Management of assets - 1. Maintenance of buildings 2. Maintenance of implements and machineries 3. Maintenance of other assets ix. Watershed management - 1. Compilation of database and preparation of block level watershed plan 2. Interdepartmental-inter crop coordination 3. Arrange training and technical support x. Soil conservation - Coordination with the professional/official/ soil conservation machinery and giving assistance in its work	Supervision of field visits 4. Establishment of demonstration plots 5. Assisting in implementation of land reforms 6. Assisting in participatory research 7. Organise self help group/ group meetings 8. Promote group farming 9. Functioning of agricultural development committees 10. Support to Information Communication Technology and Information Technology enabled services 11. Farmers clubs 12. Identification of progressive farmers 13. Promotion of bio fertilisers and vermiculture iv. Marketing and post harvest handling - 1. Assisting in preparation of marketing plan at block level 2. Establishment of storage centres 3. Organize farmers' markets 4. Market intelligence 5. Project preparation for establishing value added products v. Credit- 1. Preparation of credit plan 2. Arranging credit to farmers/ self help groups vi. Management of risk - 1. Formulation of projects for crop insurance 2. Assessment of loss due to natural calamities vii. Soil testing - 1. Collection of soil samples, communication of results
	District	Increasing agricultural production - 1. Compilation of database from block panchayats and preparation of a district level perspective plan 2. Compilation and dissemination of available/improved technologies 3. Development of infrastructure 4. Promotion of commercial crops 5. Bio technology application 6. Pest and disease control affecting larger areas Support to production and	Credit - 1. Preparation of district level credit plan 2. Mobilisation of credit Soil testing - 1. Management of soil testing laboratories 2. Monitoring of adoption of soil test results Monitoring, evaluation and	credit plan 2. Mobilisation of agricultural credit vi. Soil testing - Arrangement of transport of soil samples vii. Monitoring, evaluation and technical supervision - 1. Monitoring projects of grama panchayats 2. Modification of projects based on the monitoring report 3. Technical supervision of projects of grama panchayats viii. Management of assets - 1. Maintenance of buildings 2. Maintenance of implements and machineries 3. Maintenance of other assets ix. Watershed management - 1. Compilation of database and preparation of block level watershed plan 2. Interdepartmental-inter crop coordination 3. Arrange training and technical support x. Soil conservation - Coordination with the professional/official/ soil conservation machinery and giving assistance in its work	Supervision of field visits 4. Establishment of demonstration plots 5. Assisting in implementation of land reforms 6. Assisting in participatory research 7. Organise self help group/ group meetings 8. Promote group farming 9. Functioning of agricultural development committees 10. Support to Information Communication Technology and Information Technology enabled services 11. Farmers clubs 12. Identification of progressive farmers 13. Promotion of bio fertilisers and vermiculture iv. Marketing and post harvest handling - 1. Assisting in preparation of marketing plan at block level 2. Establishment of storage centres 3. Organize farmers' markets 4. Market intelligence 5. Project preparation for establishing value added products v. Credit- 1. Preparation of credit plan 2. Arranging credit to farmers/ self help groups vi. Management of risk - 1. Formulation of projects for crop insurance 2. Assessment of loss due to natural calamities vii. Soil testing - 1. Collection of soil samples, communication of results

	<p>distribution of inputs</p> <ol style="list-style-type: none"> 1. Assessment of demand and supply of inputs 2. Preparation of seed/planting material/plan 3. Arranging storage facilities for inputs 4. Arranging distribution of inputs 5. Monitor quality of inputs distributed 6. Arrangement of larger mechanised applications 7. Establishment of commercial input production units (larger) 8. Management of farms 9. Promotion of agricultural cooperatives <p>Support to agricultural extension -</p> <ol style="list-style-type: none"> 1. Research-extension interface 2. Promoting adoption of technologies 3. Field trials and pilot projects to popularise innovation 4. Locally appropriate participatory research 5. Training in specialised areas/new technologies 6. Functioning of agricultural development committee 7. Support to Information Communication Technology and Information Technology enabled services 8. Exhibitions, melas, awards to farmers 9. Cultivation of ornamental plants <p>Marketing and post harvest handling-</p> <ol style="list-style-type: none"> 1. Establishment of market infrastructure 2. Establishment of district markets 3. Establishment of value added processing units 4. Promotion of marketing of agricultural produce 5. Market intelligence <p>Credit -</p> <ol style="list-style-type: none"> 1. Preparation of district level credit plan 2. Mobilisation of credit <p>Soil testing -</p>	<p>technical supervision -</p> <ol style="list-style-type: none"> 1. Monitoring projects of block panchayats 2. Modification of projects based on the monitoring report 3. Evaluation of schemes and projects 4. Technical supervision of projects of block panchayat,s <p>Management of assets -</p> <ol style="list-style-type: none"> 1. Maintenance of buildings 2. Monitoring of assets 3. Management and maintenance of farms <p>Watershed management -</p> <ol style="list-style-type: none"> 1. Compilation of district level database and preparation of district level watershed plan 2. Prioritisation of watershed projects 3. Interdepartmental coordination 4. Mobilisation of technical support for project implementation 5. Provide information on best practices 1. Evaluation of project through independent agencies <p>Soil conservation -</p> <ol style="list-style-type: none"> 1. Preparation of district plan for soil and water conservation projects 2. Desegregation of plan into block and grama panchayat level 3. Overall supervision of work 	<ol style="list-style-type: none"> 2. Organising mobile soil testing camps 3. Monitoring of adoption of test results by farmers <p>viii. Monitoring, evaluation and technical supervision -</p> <ol style="list-style-type: none"> 1. Assisting in monitoring projects 2. Modification of project activities based on the monitoring report <p>ix. Management of assets -</p> <ol style="list-style-type: none"> 1. Maintenance of buildings 2. Maintenance of implements and machineries 3. Maintenance of other assets 4. Monitoring of assets created <p>x. Watershed management -</p> <ol style="list-style-type: none"> 1. Collection and compilation of database and Participatory Rapid Appraisal 2. Prioritisation of watersheds 3. Preparation of project report on participatory work 4. Assisting in the functioning of various watershed committees 5. Supervision and monitoring of implementation 6. Inter departmental coordination 7. Create awareness about watershed projects and low cost technologies 8. Assisting in maintenance of community assets <p>xi. Soil conservation -</p> <ol style="list-style-type: none"> 1. Assisting the professional /official machinery in formulation and
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		1. Management of soil testing laboratories 2. Monitoring of adoption of soil test results Monitoring, evaluation and technical supervision 1. Monitoring projects of block panchayats 2. Modification of projects based on the monitoring report 3. Evaluation of schemes and projects 4. Technical supervision of projects of block panchayats Management of assets - 1. Maintenance of buildings 2. Monitoring of assets 3. Management and maintenance of farms Watershed management - 1. Compilation of district level database and preparation of district level watershed plan 2. Prioritisation of watershed projects 3. Interdepartmental coordination 4. Mobilisation of technical support for project implementation 5. Provide information on best practices 1. Evaluation of project through independent agencies Soil conservation - 1. Preparation of district plan for soil and water conservation projects 2. Desegregation of plan into block and grama panchayat level 3. Overall supervision of work			implementation of soil conservation activities 2. Creation of public opinion in favour of use of soil only in consonance with its property/gradience xii. Control and supervision of Agricultural Offices - Control and supervision of Krishi Bhavan
	Block	i. Increasing agricultural production - 1. Compilation of database for crops and preparation of block level			

	<p>perspective plan 2. Advise suitable cropping pattern to grama panchayats</p> <p>ii. Support to production and distribution of inputs - Assisting in assessment of demand and supply of inputs to district panchayats 2. Assisting in preparation of seed/ planting material/plan 3. Quality control of seeds/seedlings 4. Arranging distribution of inputs for procurement by grama panchayats</p> <p>iii. Support to agricultural extension - 1. Organise melas, exhibitions etc. 2. Organise training (farmers, officers) 3. Support to Information, Communication, Technology</p> <p>iv. Marketing and post harvest handling - 1. Preparation of marketing plan 2. Project preparation and establishing value added units</p> <p>v. Credit- 1. Preparation of block level credit plan 2. Mobilisation of agricultural credit</p> <p>vi. Soil testing - Arrangement of transport of soil samples</p> <p>vii. Monitoring, evaluation and technical supervision - 1. Monitoring projects of grama panchayats 2. Modification of projects based on the monitoring report 3. Technical supervision of projects of grama panchayats</p> <p>viii. Management of assets - 1. Maintenance of buildings 2. Maintenance of implements and machineries</p>			
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		<p>3. Maintenance of other assets</p> <p>ix. Watershed management -</p> <p>1. Compilation of database and preparation of block level watershed plan</p> <p>2. Interdepartmental-inter crop coordination</p> <p>3. Arrange training and technical support</p> <p>x. Soil conservation -</p> <p>Coordination with the professional/official/ soil conservation machinery and giving assistance in its work</p>			
	Gram Panchayat	<p>i. Increasing agricultural production -</p> <p>1. Collection and updating of database and formulation of crop development projects covering diversification by taking into account soil-crop suitability 2. Development of optimum land use plan 3. Preparation of plan for waste land/fallow land utilisation 4. Pest and disease control activities</p> <p>ii. Support to production and distribution of inputs -</p> <p>1. Assisting in assessment of demand and supply of inputs to block panchayats</p> <p>2. Assisting in preparation of seed/planting material plan</p> <p>3. Promotion of seed production/ planting material production (Nurseries) 4. Establishment of smaller commercial input production units 5. Promotion of agricultural cooperatives</p> <p>iii. Support to agricultural extension -</p>			

	<p>1. Dissemination of new technologies 2. Assistance to farmers" clubs, samithies etc. 3. Supervision of field visits 4. Establishment of demonstration plots 5. Assisting in implementation of land reforms 6. Assisting in participatory research 7. Organise self help group/ group meetings 8. Promote group farming 9. Functioning of agricultural development committees 10. Support to Information Communication Technology and Information Technology enabled services 11. Farmers clubs 12. Identification of progressive farmers 13. Promotion of bio fertilisers and vermiculture</p> <p>iv. Marketing and post harvest handling - 1. Assisting in preparation of marketing plan at block level 2. Establishment of storage centres 3. Organize farmers" markets 4. Market intelligence 5. Project preparation for establishing value added products</p> <p>v. Credit- 1. Preparation of credit plan 2. Arranging credit to farmers/ self help groups</p> <p>vi. Management of risk - 1. Formulation of projects for crop insurance 2. Assessment of loss due to natural calamities</p> <p>vii. Soil testing - 1. Collection of soil samples, communication of results 2. Organising mobile soil testing camps 3. Monitoring of adoption of test</p>			
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	<p>results by farmers</p> <p>viii. Monitoring, evaluation and technical supervision -</p> <ol style="list-style-type: none"> 1. Assisting in monitoring projects 2. Modification of project activities based on the monitoring report <p>ix. Management of assets -</p> <ol style="list-style-type: none"> 1. Maintenance of buildings 2. Maintenance of implements and machineries 3. Maintenance of other assets 4. Monitoring of assets created <p>x. Watershed management -</p> <ol style="list-style-type: none"> 1. Collection and compilation of database and Participatory Rapid Appraisal 2. Prioritisation of watersheds 3. Preparation of project report on participatory work 4. Assisting in the functioning of various watershed committees 5. Supervision and monitoring of implementation 6. Inter departmental coordination 7. Create awareness about watershed projects and low cost technologies 8. Assisting in maintenance of community assets <p>xi. Soil conservation -</p> <ol style="list-style-type: none"> 1. Assisting the professional /official machinery in formulation and implementation of soil conservation activities 2. Creation of public opinion in favour of use of soil only in consonance with its property/gradience <p>xii. Control and supervision of Agricultural Offices -</p> <p>Control and supervision of Krishi Bhavan</p>			
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As per Government Order	District	GO/4348/L3/98/LAD-28/03/1998-The procedure to purchase the seeds, Agricultral equipments to the part of Agiculture Project GO/33549/DPI/99/LAD(Circular)-15/02/2000-The permission to buy the seeding things from the nursery ,which conducting the Local Self Government Institutions for Agriculture Project GO/14829/DP1/2004/LAD(circular)-30/03/2004-to purchase the agriculture equipments GO/41935/98/LAD(circular)-29/08/1998-Definition of small farmers and marginal farmers belove poverty line and family income GO/37803/P2/98/LAD-11/09/1998-control of nominating the secretaries as implementing officer s for schemes which are directally related to agriculture, animal husbandry and health sectors GO/51967/P2/97/LAD(Circular)-12.01.1998-Instruction about collectiong seeds through Agriculture Department GO/56414/DP1/2003/LAD(Circular)-20.03.2004-Details about the purchasing of agricultural equipments. 14673/D.A.1/2008/LAD -13/03/2008-directions to purchase seeds and tender plants for agricultural projects			
	Block	GO/4348/L3/98/LAD-28/03/1998-The procedure to purchase the seeds, Agricultral equipments to the part of Agiculture Project GO/33549/DPI/99/LAD(Circular)-15/02/2000-The permission to buy the seeding things from the nursery			

		<p>,which conducting the Local Self Government Institutions for Agriculture Project GO/14829/DP1/2004/LAD(circular)-30/03/2004-to purchase the agriculture equipments GO/41935/98/LAD(circular)-29/08/1998-Definition of small farmers and marginal farmers below poverty line and family income GO/37803/P2/98/LAD-11/09/1998-control of nominating the secretaries as implementing officers for schemes which are directly related to agriculture, animal husbandry and health sectors GO/51967/P2/97/LAD(Circular)-12.01.1998-Instruction about collection of seeds through Agriculture Department GO/56414/DP1/2003/LAD(Circular)-20.03.2004-Details about the purchasing of agricultural equipments. 14673/D.A.1/2008/LAD -13/03/2008-directions to purchase seeds and tender plants for agricultural projects</p>			
	Gram Panchayat	<p>GO/4348/L3/98/LAD-28/03/1998-The procedure to purchase the seeds, Agricultural equipments to the part of Agriculture Project GO/33549/DPI/99/LAD(Circular)-15/02/2000-The permission to buy the seedling things from the nursery ,which conducting the Local Self Government Institutions for Agriculture Project GO/14829/DP1/2004/LAD(circular)-30/03/2004-to purchase the agriculture equipments GO/41935/98/LAD(circular)-</p>			

		29/08/1998-Definition of small farmers and marginal farmers below poverty line and family income GO/37803/P2/98/LAD-11/09/1998-control of nominating the secretaries as implementing officers for schemes which are directly related to agriculture, animal husbandry and health sectors GO/51967/P2/97/LAD(Circular)-12.01.1998-Instruction about collection of seeds through Agriculture Department GO/56414/DP1/2003/LAD (Circular)-20.03.2004-Details about the purchasing of agricultural equipments. 14673/D.A.1/2008/LAD -13/03/2008-directions to purchase seeds and tender plants for agricultural projects			
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Subject: Rural Housing

Annex-2

		Activities Devoled	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Implementation of housing complex and infrastructure development. 2. Mobilisation of housing finance.	Identification of below poverty line families including houseless population and squatters on public land Categorisation of the houseless population as beneficiaries of the government and local government housing schemes Implementation of various housing schemes Awareness creation and training on cost effective	Identification of below poverty line families including houseless population and squatters on public land Categorisation of the houseless population as beneficiaries of the government and local government housing schemes Implementation of various housing schemes Awareness creation and training on cost effective housing	Identification of below poverty line families including houseless population and squatters on public land Ward wise identification through grama sabha and surveys Categorisation of the houseless population as beneficiaries of the government and local government housing schemes 1. The finalised list shall be utilised for the various housing
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: 1. Popularisation of low cost housing. 2. Promotion of housing co-operative			

As per Activity Mapping		societies.	housing Development of norms and standards for housing and related infrastructure Formulation of District Housing Strategy Plan in coordination with the municipalities in the district. Amongst other things, the District Housing Strategy Plan shall also mention :- i) Definite indicators for selection of beneficiaries and ii) Unified costs for construction of dwelling units under various housing schemes like Indira Awas Yojana, Sampoorana Gramin Rozgar Yojana, Scheduled Castes and Schedule Tribes Department Housing, Maitri etc. 2. Development of various design options for houses and sanitary latrines, norms and standards for housing related work. Implementation of housing infrastructure Monitoring and evaluation of housing schemes A system to monitor and evaluate may be instituted. Constitution of beneficiary committee Land development for housing Procurement and development of land for	1. Organisation of training programmes for cost effective construction technologies and skill development. 2. Formation of building centres by arrangement with non governmental organisations and engineers at block level to enable beneficiaries and grama panchayats to avail of their services for preparation of plan, advice on technical matters, to render advice on housing related matters to panchayats and to provide technical training to building workers. Such building centres need not be financially supported by local governments, but shall be self sustaining. Training programmes shall be supported by block panchayat and district panchayat Development of norms and standards for housing and related infrastructure Preparation of handouts for design options, norms, standards for construction of sanitary latrines, rainwater harvesting, recharging, waste management, access improvement etc. as per the norms laid down in the District Housing Strategy Plan. Implementation of housing infrastructure Monitoring and evaluation of housing schemes Constitution of beneficiary	schemes implemented through the local governments 2. The scheme wise beneficiary list and the categorisation, methodology to be prepared afresh by the grama panchayat every year. Implementation of various housing schemes 1. Providing loan/ grant assistance for shelter up gradation to beneficiaries already identified in the approved list 2. providing financial assistance for houseless households who own land (based on the categorisation list) 3. Development of available panchayat/ poramboke land and subdivision of land for allotment to landless/ houseless poor Awareness creation and training on cost effective housing Distribution of handouts on cost effective building construction and locally available materials and technology (such hand outs shall be got prepared through the building centres at block level) Development of norms and standards for housing and related infrastructure Implementation of housing infrastructure
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Identification of the homeless people and the poramboke dwellers and provide them with lands for house construction and with houses. 2. Implementation of rural housing programmes. 3. Implementation of shelter up gradation programmes			
	District	Identification of below poverty line families including houseless population and squatters on public land Categorisation of the houseless population as beneficiaries of the government and local government housing schemes Implementation of various housing schemes Awareness creation and training on cost effective housing Development of norms and standards for housing and related infrastructure Formulation of District Housing Strategy Plan in coordination with the municipalities in the district. Amongst other things, the District Housing Strategy Plan shall also mention :- i) Definite indicators for selection of			

	<p>beneficiaries and</p> <p>ii) Unified costs for construction of dwelling units under various housing schemes like Indira Awaz Yojana, Sampoorna Gramin Rozgar Yojana, Scheduled Castes and Schedule Tribes Department Housing, Maitri etc.</p> <p>2. Development of various design options for houses and sanitary latrines, norms and standards for housing related work.</p> <p>Implementation of housing infrastructure</p> <p>Monitoring and evaluation of housing schemes</p> <p>A system to monitor and evaluate may be instituted.</p> <p>Constitution of beneficiary committee</p> <p>Land development for housing</p> <p>Procurement and development of land for area based housing schemes and distribution of house plots.</p> <p>Special housing needs</p> <p>Planning and coordinating housing programmes during natural disasters.</p> <p>2. Implementation of specific housing projects entrusted by other agencies</p> <p>Mobilisation of financial resources for housing</p> <p>Mobilisation of resources for specific housing projects from commercial banks, housing finance/ institutions, external funding agencies</p> <p>Environmental considerations in housing</p>	<p>area based housing schemes and distribution of house plots.</p> <p>Special housing needs</p> <p>Planning and coordinating housing programmes during natural disasters. 2. Implementation of specific housing projects entrusted by other agencies</p> <p>Mobilisation of financial resources for housing</p> <p>Mobilisation of resources for specific housing projects from commercial banks, housing finance/ institutions, external funding agencies</p> <p>Environmental considerations in housing</p>	<p>committee</p> <p>Land development for housing</p> <p>Assisting in land development for housing activities.</p> <p>Special housing needs</p> <p>Mobilisation of financial resources for housing</p> <p>Environmental considerations in housing</p>	<p>Integration of the activities with the existing housing schemes for getting financial assistance based on the norms laid down in the District Housing Strategy Plan.</p> <p>Monitoring and evaluation of housing schemes</p> <p>Constitution of beneficiary committee</p> <p>Beneficiary committees may be constituted for specific infrastructure development projects in group housing areas or for specific group housing projects</p> <p>Land development for housing</p> <p>Identify and develop suitable government/ panchayat land for housing.</p> <p>Special housing needs</p> <p>Mobilisation of financial resources for housing</p> <p>Environmental considerations in housing</p> <p>Preparation of broad land utilisation plan as a spatial development plan , showing land developed and developable for housing, water bodies, low lying land and paddy fields, which need to be conserved etc.</p>
Block	<p>Identification of below poverty line families including houseless population and squatters on public land</p>			

	<p>Categorisation of the houseless population as beneficiaries of the government and local government housing schemes</p> <p>Implementation of various housing schemes</p> <p>Awareness creation and training on cost effective housing</p> <ol style="list-style-type: none"> 1. Organisation of training programmes for cost effective construction technologies and skill development. 2. Formation of building centres by arrangement with non governmental organisations and engineers at block level to enable beneficiaries and grama panchayats to avail of their services for preparation of plan, advice on technical matters, to render advice on housing related matters to panchayats and to provide technical training to building workers. Such building centres need not be financially supported by local governments, but shall be self sustaining. Training programmes shall be supported by block panchayat and district panchayat <p>Development of norms and standards for housing and related infrastructure</p> <p>Preparation of handouts for design options, norms, and standards for construction of sanitary latrines, rainwater harvesting, recharging, waste management, access improvement etc. as per the norms laid down in the District Housing Strategy Plan.</p> <p>Implementation of housing</p>			
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		infrastructure Monitoring and evaluation of housing schemes Constitution of beneficiary committee Land development for housing Assisting in land development for housing activities. Special housing needs Mobilisation of financial resources for housing Environmental considerations in housing			
	Gram Panchayat	Identification of below poverty line families including houseless population and squatters on public land Ward wise identification through grama sabha and surveys Categorisation of the houseless population as beneficiaries of the government and local government housing schemes 1. The finalised list shall be utilised for the various housing schemes implemented through the local governments 2. The scheme wise beneficiary list and the categorisation, methodology to be prepared afresh by the grama panchayat every year. Implementation of various housing schemes 1. Providing loan/ grant assistance for shelter up gradation to beneficiaries already identified in the approved list 2. providing financial assistance for houseless households who own land (based on the categorisation list) 3. Development of available			

	<p>panchayat/ poramboke land and subdivision of land for allotment to landless/ houseless poor</p> <p>Awareness creation and training on cost effective housing</p> <p>Distribution of handouts on cost effective building construction and locally available materials and technology (such hand outs shall be got prepared through the building centres at block level)</p> <p>Development of norms and standards for housing and related infrastructure</p> <p>Implementation of housing infrastructure</p> <p>Integration of the activities with the existing housing schemes for getting financial assistance based on the norms laid down in the District Housing Strategy Plan.</p> <p>Monitoring and evaluation of housing schemes</p> <p>Constitution of beneficiary committee</p> <p>Beneficiary committees may be constituted for specific infrastructure development projects in group housing areas or for specific group housing projects</p> <p>Land development for housing</p> <p>Identify and develop suitable government/ panchayat land for housing.</p> <p>Special housing needs</p> <p>Mobilisation of financial resources for housing</p> <p>Environmental considerations in housing</p> <p>Preparation of broad land utilisation</p>			
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		plan as a spatial development plan , showing land developed and developable for housing, water bodies, low lying land and paddy fields, which need to be conserved etc.			
As per Governm ent Order	District	<p>10106/D.P.1/2004/LAD(circular) - 16/03/2004- directions about giving favours again to those beneficiaries who had got housing finance ten years back</p> <p>G.O.1258/2005/LAD-30/01/2005- permissionn to transferring advance amount for Asraya-Agathy rehabilitation programme</p> <p>G.O.3958/2008/LAD-11/11-2008- Asraya Housing Project- increased share</p> <p>57744/D.A.1/2007/LAD-17/02/2007- directions to give economic help for those who had got favours one time</p> <p>G.O.174/2008/LAD-24/06/2008-EMS Housing program guidelines</p> <p>G.O.226/2008/LAD-19/08/2008- directions to implement M.N. One lakh homes renovation scheme by local self institutions .</p> <p>G.O.310/2008/LAD-22/11/2008-extra directions to EMS Housing Program</p> <p>g.o.4134/2008/LAD-25/11/2008- Council formed to direct extra resources for EMS Housing program</p> <p>192/D.B.1/2007/LAD-01/01/2009- EMS Housing program complete guidelines</p> <p>G.O.15/2009/LAD-31/01/2009-EMS Housing Program – related to giving interest</p> <p>G.O.396/2009/LAD-17/02/2009-MN One lakh homesd renovation guidelines amendment</p>			

		14832/D.B.1/2009/LAD-03/02/2009- directions concerning approval of MN One lakh home renovation scheme 2496/A.1/2005/Planning -28/02/2005- guidelines for implementing Bhavana sree plan through Grama Panchayaths G.O.(M.S)50/2005/Planning - 08/08/2005-permission to Block Panchayaths too for undertaking One lakh home colony housing projects 9971/A.1/2005/Planning -22/08/2005- explanation concerning rehabilitation projects subsidies of people living in railway, road unclaimed lands (Purambok)			
	Block	10106/D.P.1/2004/LAD(circular) - 16/03/2004- directions about giving favours again to those beneficiaries who had got housing finance ten years back G.O.1258/2005/LAD-30/01/2005- permissionn to transferring advance amount for Asraya-Agathy rehabilitation programme G.O.3958/2008/LAD-11/11-2008- Asraya Housing Project- increased share 57744/D.A.1/2007/LAD-17/02/2007- directions to give economic help for those who had got favours one time G.O.174/2008/LAD-24/06/2008-EMS Housing program guidelines G.O.226/2008/LAD-19/08/2008- directions to implement M.N. One lakh homes renovation scheme by local self institutions . G.O.310/2008/LAD-22/11/2008-extra directions to EMS Housing Program g.o.4134/2008/LAD-25/11/2008-			

		<p>Council formed to direct extra resources for EMS Housing program 192/D.B.1/2007/LAD-01/01/2009-EMS Housing program complete guidelines</p> <p>G.O.15/2009/LAD-31/01/2009-EMS Housing Program – related to giving interest</p> <p>G.O.396/2009/LAD-17/02/2009-MN One lakh homesd renovation guidelines amendment</p> <p>14832/D.B.1/2009/LAD-03/02/2009- directions concerning approval of MN One lakh home renovation scheme</p> <p>2496/A.1/2005/Planning -28/02/2005- guidelines for implementing Bhavana sree plan through Grama Panchayaths</p> <p>G.O.(M.S)50/2005/Planning - 08/08/2005-permission to Block Panchayaths too for undertaking One lakh home colony housing projects</p> <p>9971/A.1/2005/Planning -22/08/2005- explanation concerning rehabilitation projects subsidies of people living in railway, road unclaimed lands (Purambok)</p>			
	Gram Panchayat	<p>10106/D.P.1/2004/LAD(circular) - 16/03/2004- directions about giving favours again to those beneficiaries who had got housing finance ten years back</p> <p>G.O1258/2005/LAD-30/01/2005- permissionn to transferring advance amount for Asraya-Agathy rehabilitation programme</p> <p>G.O.3958/2008/LAD-11/11-2008- Asraya Housing Project- increased share</p> <p>57744/D.A.1/2007/LAD-17/02/2007-</p>			

	<p>directions to give economic help for those who had got favours one time G.O.174/2008/LAD-24/06/2008-EMS Housing program guidelines G.O.226/2008/LAD-19/08/2008- directions to implement M.N. One lakh homes renovation scheme by local self institutions . G.O.310/2008/LAD-22/11/2008-extra directions to EMS Housing Program g.o.4134/2008/LAD-25/11/2008- Council formed to direct extra resources for EMS Housing program 192/D.B.1/2007/LAD-01/01/2009- EMS Housing program complete guidelines G.O.15/2009/LAD-31/01/2009-EMS Housing Program – related to giving interest G.O.396/2009/LAD-17/02/2009-MN One lakh homesd renovation guidelines amendment 14832/D.B.1/2009/LAD-03/02/2009- directions concerning approval of MN One lakh home renovation scheme 2496/A.1/2005/Planning -28/02/2005- guidelines for implementing Bhavana sree plan through Grama Panchayaths G.O.(M.S)50/2005/Planning - 08/08/2005-permission to Block Panchayaths too for undertaking One lakh home colony housing projects 9971/A.1/2005/Planning -22/08/2005- explanation concerning rehabilitation projects subsidies of people living in railway, road unclaimed lands (Purambok)</p>			
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Subject: Non-Conventional Energy

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Taking over of micro-hydel projects. 2. Determining priority areas for extension of electricity.	Development of conventional energy sources	Development of conventional energy sources	Development of conventional energy sources Installation and maintenance of streetlights. Encourage the consumption of bio-gas.
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: Development of conventional energy sources			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Installation and maintenance of streetlights. 2. Encourage the consumption of bio-gas.			
As per Activity Mapping	District	1. Taking over of micro-hydel projects. 2. Determining priority areas for extension of electricity.			
	Block	Development of conventional energy sources			
	Gram Panchayat	1. Installation and maintenance of streetlights. 2. Encourage the consumption of bio-gas.			
As per Government Order	District	G.O.221/2008/LAD-07/08/2008-Subsidy criteria that which is applicable for complete Energy Preservation Mission GO/DC2/2009/LAD(Circular)-11/02/2009-Instruction about to purchase equipments for Complete Energy Preservation Mission Projects			
	Block	G.O.221/2008/LAD-07/08/2008-Subsidy criteria that which is applicable for complete Energy Preservation Mission GO/DC2/2009/LAD(Circular)-11/02/2009-Instruction about to purchase equipments for Complete Energy Preservation Mission Projects			
	Gram Panchayat	G.O.221/2008/LAD-07/08/2008-Subsidy criteria that which is applicable for complete Energy Preservation Mission GO/DC2/2009/LAD(Circular)-11/02/2009-Instruction about to purchase equipments for Complete Energy Preservation Mission Projects			

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Development of ground water resources. 2. Construction and maintenance of minor irrigation schemes covering more than one block panchayat. 3. Command area development	Development of minor irrigation schemes. 2. Rehabilitation/ maintenance of all minor irrigation structures (minor and micro irrigation systems, tanks, ponds, dug wells, land reclamation works, bore wells, vertical cross bars, salt exclusion vertical cross bars, lift irrigation schemes, springs, water harvesting, rain water harvesting structures including all delivery systems Formulation of minor irrigation/ lift irrigation schemes assigned to district panchayat in consultation with grama panchayat concerned 2. Feasibility assessment (i) Technical (ii) Agronomic (iii) Socio economic 3. Ensure availability of land through grama panchayat 4. Approval (i) Administrative (ii) Technical 5. Formation of user groups/	1. Development of minor irrigation schemes. 2. Rehabilitation/ maintenance of all minor irrigation structures (minor and micro irrigation systems, tanks, ponds, dug wells, land reclamation works, bore wells, vertical cross bars, salt exclusion vertical cross bars, lift irrigation schemes, springs, water harvesting, rain water harvesting structures including all delivery systems 1. Formulation of all lift irrigation and minor irrigation schemes benefiting less than 5 hectare and spread over in more than one grama panchayat 2. Feasibility assessment (i) Technical (ii) Agronomic (iii) Socio economic 3. Ensure availability of land through grama panchayat 4. Approval (i) Administrative (ii) Technical 5. Formation of user groups/ (i) Public contribution in	1. Development of minor irrigation schemes. 2. Rehabilitation/ maintenance of all minor irrigation structures (minor and micro irrigation systems, tanks, ponds, dug wells, land reclamation works, bore wells, vertical cross bars, salt exclusion vertical cross bars, lift irrigation schemes, springs, water harvesting, rain water harvesting structures including all delivery systems 1. Formulation of minor irrigation projects assigned (identification of location, user area, sources) 2. Feasibility assessment (i) Technical (ii) Agronomic (iii) Socio economic 3. Ensure availability of land for the project 4. Approval (i) Administrative (ii)
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: Implementation and maintenance of all Lift Irrigation Schemes and Minor Irrigation Schemes covering more than one village panchayats.			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Maintenance and implementation of all minor irrigation projects within the area of a village panchayat. 2. Implementation and maintenance of all micro irrigation projects. 3. Put into practice water conservation			
As per	District	Development of minor irrigation			

Activity Mapping	<p>schemes.</p> <p>2. Rehabilitation/ maintenance of all minor irrigation structures (minor and micro irrigation systems, tanks, ponds, dug wells, land reclamation works, bore wells, vertical cross bars, salt exclusion vertical cross bars, lift irrigation schemes, springs, water harvesting, rain water harvesting structures including all delivery systems</p> <p>Formulation of minor irrigation/ lift irrigation schemes assigned to district panchayat in consultation with grama panchayat concerned</p> <p>2. Feasibility assessment</p> <p>(i) Technical</p> <p>(ii) Agronomic</p> <p>(iii) Socio economic</p> <p>3. Ensure availability of land through grama panchayat</p> <p>4. Approval</p> <p>(i) Administrative</p> <p>(ii) Technical</p> <p>5. Formation of user groups/ organisations</p> <p>6. Capacity building</p> <p>7. Mobilisation of resources (i) Public contribution in cash/kind (ii) Credit</p> <p>8. Implementation of the project including the distribution system</p> <p>9. Supervision, monitoring and review of quality of works</p> <p>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, Non governmental organisations etc.</p> <p>11. Formulation and execution of memorandum of understanding between panchayat and user groups</p> <p>12. Handing over the project to the user groups wherever applicable</p>	<p>organisations</p> <p>6. Capacity building</p> <p>7. Mobilisation of resources (i) Public contribution in cash/kind (ii) Credit</p> <p>8. Implementation of the project including the distribution system</p> <p>9. Supervision, monitoring and review of quality of works</p> <p>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, Non governmental organisations etc.</p> <p>11. Formulation and execution of memorandum of understanding between panchayat and user groups</p> <p>12. Handing over the project to the user groups wherever applicable</p>	<p>cash/kind</p> <p>(ii) Credit</p> <p>8. Implementation of the project including the distribution system</p> <p>9. Supervision, monitoring and review of quality of works</p> <p>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, Non governmental organisations etc.</p> <p>11. Formulation and execution of memorandum of understanding between panchayat and user groups</p> <p>12. Handing over the project to the user groups wherever applicable</p>	<p>Technical</p> <p>5. Formation of user groups/ organisations</p> <p>6. Capacity building</p> <p>7. Mobilisation of resources (i) Public contribution in cash/kind (ii) Credit</p> <p>8. Implementation of the project including the distribution system</p> <p>9. Supervision, monitoring and review of quality of works</p> <p>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, non governmental organisations etc.</p> <p>11. Formulation and execution of memorandum of understanding between panchayat and user groups</p> <p>12. Handing over the project to the user groups wherever applicable</p>
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	Block	<p>1. Development of minor irrigation schemes.</p> <p>2. Rehabilitation/ maintenance of all minor irrigation structures (minor and micro irrigation systems, tanks, ponds, dug wells, land reclamation works, bore wells, vertical cross bars, salt exclusion vertical cross bars, lift irrigation schemes, springs, water harvesting, rain water harvesting structures including all delivery systems</p> <p>1. Formulation of all lift irrigation and minor irrigation schemes benefiting less than 5 hectare and spread over in more than one grama panchayat 2. Feasibility assessment</p> <p>(i) Technical</p> <p>(ii) Agronomic</p> <p>(iii) Socio economic</p> <p>3. Ensure availability of land through grama panchayat 4. Approval (i) Administrative (ii) Technical 5. Formation of user groups/ organisations</p> <p>6. Capacity building 7. Mobilisation of resources</p> <p>(i) Public contribution in cash/kind</p> <p>(ii) Credit</p> <p>8. Implementation of the project including the distribution system 9. Supervision, monitoring and review of quality of works 10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala State Electricity Board, Banks, Non governmental organisations etc. 11. Formulation and execution of memorandum of understanding between panchayat and user groups 12. Handing over the project to the user groups</p>			
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		wherever applicable			
	Gram Panchayat	<p>1. Development of minor irrigation schemes.</p> <p>2. Rehabilitation/ maintenance of all minor irrigation structures (minor and micro irrigation systems, tanks, ponds, dug wells, land reclamation works, bore wells, vertical cross bars, salt exclusion vertical cross bars, lift irrigation schemes, springs, water harvesting, rain water harvesting structures including all delivery systems</p> <p>1. Formulation of minor irrigation projects assigned (identification of location, user area, sources) 2. Feasibility assessment</p> <p>(i) Technical</p> <p>(ii) Agronomic</p> <p>(iii) Socio economic</p> <p>3. Ensure availability of land for the project 4. Approval (i) Administrative (ii) Technical 5. Formation of user groups/ organisations 6. Capacity building 7. Mobilisation of resources</p> <p>(i) Public contribution in cash/kind</p> <p>(ii) Credit</p> <p>8. Implementation of the project including the distribution system 9. Supervision, monitoring and review of quality of works 10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala State Electricity Board, Banks, non governmental organisations etc. 11. Formulation and execution of memorandum of understanding between panchayat and user groups 12. Handing over the project to the user groups wherever applicable</p>			

As per Government Order	District	GO(TR)/3755/2001/LAD-06/12/2001-Kerala Rural Water Supply and Sanitation Agency have been recognised as agencies to implement projects in some other sectors. GO(TR)/2849/2004/LAD-10/08/2004-MITRY has been recognised as an institution to implment Water supply and Sanitation Projects GO(TR)/2856/2004/LAD-11/08/2004-Rajagiri College of Social Science has been recognised as an agency to performs the rain water storage works. GO (TR)/3469/2004/LAD-01/10/2004-Socio Economic Unit Foundation has been recognised as an agency to perform the rain water storage works.			
	Block	GO (TR)/3755/2001/LAD-06/12/2001-Kerala Rural Water Supply and Sanitation Agency have been recognised as agencies to implement projects in some other sectors. GO(TR)/2849/2004/LAD-10/08/2004-MITRY has been recognised as an institution to implment Water supply and Sanitation Projects GO(TR)/2856/2004/LAD-11/08/2004-Rajagiri College of Social Science has been recognised as an agency to performs the rain water storage works. GO (TR)/3469/2004/LAD-01/10/2004-Socio Economic Unit Foundation has been recognised as an agency to perform the rain water storage works.			
	Gram Panchayat	GO (TR)/3755/2001/LAD-06/12/2001-Kerala Rural Water Supply and Sanitation Agency have been recognised as agencies to implement projects in some other sectors. GO(TR)/2849/2004/LAD-10/08/2004-			

		MITRY has been recognised as an institution to implment Water supply and Sanitation Projects GO(TR)/2856/2004/LAD-11/08/2004- Rajagiri College of Social Science has been recognised as an agency to performs the rain water storage works. GO (TR)/3469/2004/LAD-01/10/2004- Socio Economic Unit Foundation has been recognised as an agency to perform the rain water storage works.			
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Subject :- Animal Husbandry, Dairying and Poultry

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Running of district level veterinary hospitals and laboratories. 2. Running of dairy extension units. 3. Promotion of Milk co-operative societies. 4. Running of farms other than regional farms, breeding farms and research centres. 5. Implementation of district level training. 6. Implementation of disease prevention programmes. 7. Propagating new methods of field trials and pilot projects. 8. Locally relevant research and development	i. Rearing of domestic animals and birds -Produce and distribute animals and birds for breeding purpose in farms and private nurseries ii. Integrated Cattle Development Programme Sub Centre -Evaluation through RAILS iii. Veterinary hospitals/ dispensaries - 1. Management of district veterinary hospitals/ laboratories. 2. Control and supervision iv. Prevention of disease - 1. Monitoring 2. Surveillance 3. Investigation of causes of diseases. 4. Warning to farmers.	i. Rearing of domestic animals and birds - 1. Training to beneficiaries. 2. Produce required number of animals and birds of good quality for distribution. 3. Establish nurseries. ii. Integrated Cattle Development Programme Sub Centre -Monitoring of artificial insemination and Extension activities of Integrated Cattle Development Programme Sub Centres iii. Veterinary hospitals/ dispensaries - 1. Management of veterinary polyclinics. 2. Control and supervision. 3. Development of infrastructure	i. Rearing of domestic animals and birds - 1. Selection of beneficiaries. 2. Formulation of projects ii. Integrated Cattle Development Programme Sub Centre - 1. Management of centres. 2. Control and supervision. 3. Development of infrastructure iii. Veterinary hospitals/ dispensaries - 1. Management of centres. 2. Control and supervision.

As per Activity Mapping	Block	<p>It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule:</p> <ol style="list-style-type: none"> 1. Running of veterinary poly clinics and zonal artificial insemination centres. 2. Provide speciality services in animal husbandry. 3. Conducting of cattle and poultry shows. 	<ol style="list-style-type: none"> 5. Data collection 6. Out break management <p>v. Animal husbandry and veterinary services -</p> <ol style="list-style-type: none"> 1. Monitoring. 2. Evaluation <p>vi. Sale of fish, meat and other animal products-</p> <p>Assistance in establishing slaughter houses</p> <p>vii. Control of Zoonotic diseases -</p> <ol style="list-style-type: none"> 1. Carry out preventive measures. 2. Ensure hygiene in cattle shed aviary, piggery and places set apart for keeping pet animals and birds. 3. Ensure protection of stray animals. 4. Arrange for disposal of filth and waste. <p>viii. Collection of data of animals and animal products</p> <p>Collection, consolidation, storing, monitoring and concurrent evaluation at district level</p> <p>ix. Procurement of medicine -Medicines required for district hospitals to be procured</p> <p>x. Control of communicable diseases -</p> <ol style="list-style-type: none"> 1. Confirm the type of diseases following laboratories test. 2. Warning to public 3. Awareness creation 	<p>iv. Prevention of disease -</p> <ol style="list-style-type: none"> 1. Storing vaccine. 2. Distribution of vaccine. 3. Observing situation. 4. Data collection <p>v. Animal husbandry and veterinary services -</p> <ol style="list-style-type: none"> 1. Delivery of expert veterinary services. 2. Emergency treatment. <p>vi. Sale of fish, meat and other animal products -</p> <p>Establish modern slaughter houses</p> <p>vii. Control of Zoonotic diseases -</p> <ol style="list-style-type: none"> 1. Carry out preventive measures. 2. Ensure hygiene in cattle shed aviary, piggery and places set apart for keeping pet animals and birds. 3. Ensure protection of stray animals. 4. Arrange for disposal of filth and waste. <p>viii. Collection of data of animals and animal products</p> <p>Collection, consolidation, storing, monitoring and concurrent evaluation at block panchayat level</p> <p>ix. Procurement of medicine -</p> <p>Required medicines to be purchased for the veterinary poly clinics following existing norms</p> <p>x. Control of communicable diseases -</p> <ol style="list-style-type: none"> 1. Report the cases, laboratories 	<ol style="list-style-type: none"> 3. Development of infrastructure <p>iv.Prevention of disease -</p> <ol style="list-style-type: none"> 1. Organise preventive measures. 2. Awareness creation among farmers. 3. Reporting of the incidence of diseases <p>v. Animal husbandry and veterinary services-</p> <ol style="list-style-type: none"> 1. Enhance efficiency of services. 2. Arrange door delivery service 3. Resource mobilisation <p>vi. Sale of fish, meat and other animal products</p> <ol style="list-style-type: none"> 1. Modernising sales outlets. 2. Introduce license <p>vii. Control of Zoonotic diseases -</p> <ol style="list-style-type: none"> 1. Carry out preventive measures. 2. Ensure hygiene in cattle shed aviary, piggery and places set apart for keeping pet animals and birds. 3. Ensure protection of stray animals. 4. Arrange for disposal of filth and waste. <p>viii. Collection of data of animals and animal products -Data collection, data storing (Farmer registration)</p> <p>ix. Procurement of</p>
	Gram Panchayat	<p>It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule:</p> <ol style="list-style-type: none"> 1. Cattle Development Programmes 2. Diary farming 3. Poultry farming, bee keeping, piggery development, goat rearing, rabbit rearing, etc. 4. Running of veterinary hospitals 5. Running of ICDP sub-centres. 6. Preventive Health Programmes for animals. 7. Prevention of cruelty to animals. 8. Implementation of fertility improvement programmes. 9. Control of diseases of animal origin 			
	District	<p>i. Rearing of domestic animals and birds -Produce and distribute animals and birds for breeding purpose in farms and private nurseries</p> <p>ii. Integrated Cattle Development Programme Sub Centre -Evaluation through RAILS</p> <p>iii. Veterinary hospitals/ dispensaries -</p> <ol style="list-style-type: none"> 1. Management of district veterinary hospitals/ laboratories. 			

	<p>2. Control and supervision</p> <p>iv. Prevention of disease -</p> <ol style="list-style-type: none"> 1. Monitoring 2. Surveillance 3. Investigation of causes of diseases. 4. Warning to farmers. 5. Data collection 6. Out break management <p>v. Animal husbandry and veterinary services -</p> <ol style="list-style-type: none"> 1. Monitoring. 2. Evaluation <p>vi. Sale of fish, meat and other animal products- Assistance in establishing slaughter houses</p> <p>vii. Control of Zoonotic diseases -</p> <ol style="list-style-type: none"> 1. Carry out preventive measures. 2. Ensure hygiene in cattle shed aviary, piggery and places set apart for keeping pet animals and birds. 3. Ensure protection of stray animals. 4. Arrange for disposal of filth and waste. <p>viii. Collection of data of animals and animal products Collection, consolidation, storing, monitoring and concurrent evaluation at district level</p> <p>ix. Procurement of medicine - Medicines required for district hospitals to be procured</p> <p>x. Control of communicable diseases -</p> <ol style="list-style-type: none"> 1. Confirm the type of diseases following laboratories test. 2. Warning to public 3. Awareness creation <p>xi. Disaster management -</p> <ol style="list-style-type: none"> 1. District wise consolidation of loss. 2. Deploy expert group. 3. Resource mobilisation 	<p>xi. Disaster management -</p> <ol style="list-style-type: none"> 1. District wise consolidation of loss. 2. Deploy expert group. 3. Resource mobilisation <p>xii. Animal welfare programmes -</p> <ol style="list-style-type: none"> 1. Improving the activities of Society for the Prevention of Cruelty to Animals 2. District level monitoring. 3. Formulating welfare programmes. 4. Resource mobilisation <p>xiii. Mobile veterinary hospitals/ dispensaries -</p> <ol style="list-style-type: none"> 1. Management of mobile veterinary hospitals/ dispensaries and supervision. 2. Make available the required vehicle and medicines <p>xiv. Measures to prevent infertility – reduction of interval between conception/age at first conception -Prepare a panel of experts, capacity building and monitoring</p> <p>xv. Capacity building of farmers -Make available experts, improvement of basic facilities for training in farms</p> <p>xvi. Farmers, meet, mela, exhibition -Organise district level melas and exhibitions</p> <p>xvii.1. Veterinary poly clinic</p> <p>2. Laboratory for</p>	<p>test</p> <ol style="list-style-type: none"> 2. Confirm the type of diseases. 3. Supervision of preventive measures <p>xi. Disaster management -</p> <ol style="list-style-type: none"> 1. Consolidation of loss/ damages 2. Make available food and fodder in the relief camps <p>xii. Animal welfare programmes -</p> <ol style="list-style-type: none"> 1. Awareness creation 2. Resource mobilisation for animal welfare activities 3. Mobilisation of non governmental organisations <p>xiii. Mobile veterinary hospitals/ dispensaries - Conduct and development of mobile farm aid units/ mobile veterinary dispensaries/ hospitals</p> <p>xiv. Capacity building of farmers -</p> <ol style="list-style-type: none"> 1. Conduct of training 2. Making available audiovisual equipment <p>xv. Farmers, meet, mela, exhibition - Block level melas</p> <p>xvi.1. Veterinary poly clinic</p> <p>2. Laboratory for veterinary poly clinics -</p> <ol style="list-style-type: none"> 1. Management of laboratories. 2. Make available medicines and equipment. 3. Management of veterinary poly clinics <p>xvii. Farms -</p> <ol style="list-style-type: none"> 1. Establish breeding units/ 	<p>medicine -Medicines required for veterinary hospitals to be purchased in accordance with state policy</p> <p>x. Control of communicable diseases -</p> <ol style="list-style-type: none"> 1. Reporting of cases. 2. Measure to prevent spread of diseases. 3. Preventive health activities to be carried out (mastitis/ pest control) <p>xi. Disaster management -</p> <ol style="list-style-type: none"> 1. Estimate the damages/loss 2. Prevention of spread of diseases 3. Disposal of carcasses <p>xii. Animal welfare programmes -Awareness creation among public</p> <p>xiii. Mobile veterinary hospitals/ dispensaries -</p> <ol style="list-style-type: none"> 1. Identify site for the conduct of camps. 2. Make available required facilities <p>xiv. Measures to prevent infertility – reduction of interval between conception/age at first conception -</p> <ol style="list-style-type: none"> 1. Organise camps 2. Awareness creation. 3. Publicity, making available required medicines <p>xv. Capacity building of</p>
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	<p>xii. Animal welfare programmes -</p> <ol style="list-style-type: none"> 1. Improving the activities of Society for the Prevention of Cruelty to Animals 2. District level monitoring. 3. Formulating welfare programmes. 4. Resource mobilisation <p>xiii. Mobile veterinary hospitals/ dispensaries -</p> <ol style="list-style-type: none"> 1. Management of mobile veterinary hospitals/ dispensaries and supervision. 2. Make available the required vehicle and medicines <p>xiv. Measures to prevent infertility – reduction of interval between conception/age at first conception -</p> <p>Prepare a panel of experts, capacity building and monitoring</p> <p>xv. Capacity building of farmers -</p> <p>Make available experts, improvement of basic facilities for training in farms</p> <p>xvi. Farmers, meet, mela, exhibition -</p> <p>Organise district level melas and exhibitions</p> <p>xvii.1. Veterinary poly clinic</p> <p>2. Laboratory for veterinary poly clinics –Monitoring</p> <p>xviii. Farms -</p> <ol style="list-style-type: none"> 1. Management of regional farms. 2. Development, surveillances evaluation, production of quality breeds. 3. Training of farmers 4. Management of research and development centres <p>xix. Field trial pilot project -</p> <p>Publicity of new projects</p> <p>xx. Dissemination of information-</p> <ol style="list-style-type: none"> 1. Technical training to selected farmers. 2. District level exhibition 3. Infrastructure development 4. Training of technical persons by 	<p>veterinary poly clinics –</p> <p>Monitoring</p> <p>xviii. Farms -</p> <ol style="list-style-type: none"> 1. Management of regional farms. 2. Development, surveillances evaluation, production of quality breeds. 3. Training of farmers 4. Management of research and development centres <p>xix. Field trial pilot project -</p> <p>Publicity of new projects</p> <p>xx. Dissemination of information-</p> <ol style="list-style-type: none"> 1. Technical training to selected farmers. 2. District level exhibition 3. Infrastructure development 4. Training of technical persons by experts <p>xxi. Risk factor -</p> <p>Data collection, storing, monitoring</p> <p>xxii. Breed improvement programmes -</p> <ol style="list-style-type: none"> 1. Establishing apex society 2. Marketing, publicity <p>xxiii. Encouraging private entrepreneurs engaged in production of hen, duck, goat etc. -</p> <ol style="list-style-type: none"> 1. Formulation of district level projects. 2. Linkage with banks for financial assistance <p>xxiv. District Veterinary Centre -</p> <p>Management of institutions,</p>	<p>nurseries.</p> <ol style="list-style-type: none"> 2. Ensure quality of animals and birds <p>xviii. Field trial pilot project -</p> <p>Field trial exhibition farms</p> <p>xix. Dissemination of information -</p> <ol style="list-style-type: none"> 1. Organise farmers” seminar on various subjects with the active participation of experts. 2. Imparting training, organising exhibitions <p>xx. Risk factor -</p> <p>Data collection, storing</p> <p>xxi. Breed improvement programmes -</p> <p>Technical guidance to breeders society</p> <p>xxii. District Veterinary Centre -</p> <p>Referring for expert service if necessary in veterinary practice</p> <p>xxiii. Special schemes (Special Livestock Breeding Programme) -</p> <p>Monitoring</p> <p>DAIRY DEVELOPMENT</p> <p>i. Promote dairy development activities</p> <ol style="list-style-type: none"> 1. Impart training in cultivation of fodder crops, non-conventional cattle feed, production of hay and silage. 2. Promote commercial cultivation of fodder and its conservation in cooperative sector 3. Promote production of planting materials of fodder 	<p>farmers -Selection of trainees</p> <p>xvi. Farmers, meet, mela, exhibition -</p> <ol style="list-style-type: none"> 1. Publicity. 2. Preparation. 3. Conduct of melas <p>xvii. Farms -</p> <ol style="list-style-type: none"> 1. Encourage rural folk for keeping hen, duck, rabbit etc for meat production. 2. Making available required breeds to the farmers <p>xviii. Dissemination of information-</p> <ol style="list-style-type: none"> 1. Opening of information centres in veterinary dispensaries and hospitals 2. Distribution of magazines, pamphlets, leaflets <p>xix. Risk factor -</p> <p>Insuring farms, cattle and farmers</p> <p>xx. Breed improvement programmes -</p> <p>Formation of breeders society for indigenous breeds</p> <p>xxi. Encouraging private entrepreneurs engaged in production of hen, duck, goat etc. -</p> <p>Entrepreneur support activities</p> <p>xxii. District Veterinary Centre -</p> <p>Information of out break</p>
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	<p>experts</p> <p>xxi. Risk factor - Data collection, storing, monitoring</p> <p>xxii. Breed improvement programmes -</p> <ol style="list-style-type: none"> 1. Establishing apex society 2. Marketing, publicity <p>xxiii. Encouraging private entrepreneurs engaged in production of hen, duck, goat etc. -</p> <ol style="list-style-type: none"> 1. Formulation of district level projects. 2. Linkage with banks for financial assistance <p>xxiv. District Veterinary Centre - Management of institutions, infrastructure development and resource mobilisation</p> <p>xxv. Special schemes (Special Livestock Breeding Programme) Management of district level offices and evaluation of schemes Beneficiary selection</p> <p>xxvi. District Laboratories Management and infrastructure development of district laboratories</p> <p>xxvii. Regional artificial insemination centres - Management and infrastructure development of regional artificial insemination centres</p> <p>xxviii. Quality control of cattle and poultry feed - Licensing for feed sales agencies</p> <p>DAIRY DEVELOPMENT</p> <p>i. Promote dairy development activities</p> <ol style="list-style-type: none"> 1. Procure and distribute seeds/planting materials for fodder cultivation in the district 2. Impart training in production of hay 	<p>infrastructure development and resource mobilisation</p> <p>xxv. Special schemes (Special Livestock Breeding Programme) Management of district level offices and evaluation of schemes Beneficiary selection</p> <p>xxvi. District Laboratories Management and infrastructure development of district laboratories</p> <p>xxvii. Regional artificial insemination centres - Management and infrastructure development of regional artificial insemination centres</p> <p>xxviii. Quality control of cattle and poultry feed - Licensing for feed sales agencies</p> <p>DAIRY DEVELOPMENT</p> <p>i. Promote dairy development activities</p> <ol style="list-style-type: none"> 1. Procure and distribute seeds/planting materials for fodder cultivation in the district 2. Impart training in production of hay and silage 3. Promote introduction of new fodder varieties 4. Development and supply of extension tools such as pamphlets, photographs, compact disks etc. and visual aids 5. Promote cattle feed 	<p>crops/trees in cooperative sector</p> <ol style="list-style-type: none"> 4. Promote natural grassland development activities in cooperative sector and market the produce 5. Promote silvipasture cultivation in cooperative sector and market the produce 6. Organise cattle shows/ calf rallies and exhibitions 7. Conduct seminars/ workshops <p>ii. Enhancement of milk production</p> <ol style="list-style-type: none"> 1. Impart training in milk product manufacture 2. Impart training to society personnel 3. Assist dairy cooperatives for purchase of chemicals for quality analysis of milk 4. Promote awareness creation among farmers and society personnel in quality milk production 5. Impart training to farmers in quality milk production <p>iii. Management</p> <ol style="list-style-type: none"> 1. Development of infrastructure facilities for dairy extension service units 2. Management of dairy extension service units 	<p>of diseases to district laboratory</p> <p>xxiii. Quality control of cattle and poultry feed Licensing for feed sales agencies</p> <p>DAIRY DEVELOPMENT</p> <p>i. Promote dairy development activities</p> <ol style="list-style-type: none"> 1. Promote cultivation of feed and fodder crops 2. Promote production of non-conventional cattle feeds 3. Promote production of hay and silage 4. Promote cultivation of fodder on commercial basis 5. Encourage establishment of fodder banks 6. Promote production of planting materials of fodder crops/trees etc. 7. Promote fodder production in wasteland, barren land, canal banks etc. 8. Grassland development and marketing the produce 9. Conduct cattle shows, seminars, farmers contact programmes/ exhibitions <p>ii. Enhancement of milk production</p> <ol style="list-style-type: none"> 1. Supply of quality breed to beneficiaries under
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	<p>and silage</p> <ol style="list-style-type: none"> Promote introduction of new fodder varieties Development and supply of extension tools such as pamphlets, photographs, compact disks etc. and visual aids Promote cattle feed production units under cooperative sector Creation of data base including feed and fodder resources Establish and manage fodder farms Conduct consumer awareness programmes, district level cattle shows, workshops on modern techniques and practices <p>ii. Enhancement of milk production</p> <ol style="list-style-type: none"> Awareness creation among farmers and consumers on quality milk Promote quality analysis of milk and milk products in the district Assist milk product manufacturing units in marketing Impart technical training to dairy entrepreneurs Promote commercial dairy farms <p>iii. Assistance to dairy cooperatives</p> <ol style="list-style-type: none"> Encourage dairy cooperatives for the purchase of milk procurement/ processing equipment Encourage establishment of laboratories for quality analysis of milk in dairy cooperatives Encourage dairy cooperatives for construction of fodder banks/ laboratories Encourage localised research and development of fodder varieties/ new techniques in dairying Ensure availability of production inputs duly ensuring quality 	<p>production units under cooperative sector</p> <ol style="list-style-type: none"> Creation of data base including feed and fodder resources Establish and manage fodder farms Conduct consumer awareness programmes, district level cattle shows, workshops on modern techniques and practices <p>ii. Enhancement of milk production</p> <ol style="list-style-type: none"> Awareness creation among farmers and consumers on quality milk Promote quality analysis of milk and milk products in the district Assist milk product manufacturing units in marketing Impart technical training to dairy entrepreneurs Promote commercial dairy farms <p>iii. Assistance to dairy cooperatives</p> <ol style="list-style-type: none"> Encourage dairy cooperatives for the purchase of milk procurement/ processing equipment Encourage establishment of laboratories for quality analysis of milk in dairy cooperatives Encourage dairy cooperatives for construction of fodder banks/ laboratories 		<p>beneficiary oriented programme</p> <ol style="list-style-type: none"> Distribution of inputs for increased milk production Promote milk product manufacturing units Encourage construction of hygienic cattle sheds
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		6. Prepare data base including feeds and fodder resources using Information, Communication, Technology 7. Developing /opening new milk routes for milk collection iv. Management 1. Management of quality control units 2. Development of infrastructure facilities including milk testing laboratories for quality control units	4. Encourage localised research and development of fodder varieties/ new techniques in dairying 5. Ensure availability of production inputs duly ensuring quality 6. Prepare data base including feeds and fodder resources using Information, Communication, Technology 7. Developing /opening new milk routes for milk collection iv. Management 1. Management of quality control units 2. Development of infrastructure facilities including milk testing laboratories for quality control units		
	Block	i. Rearing of domestic animals and birds - 1. Training to beneficiaries. 2. Produce required number of animals and birds of good quality for distribution. 3. Establish nurseries. ii. Integrated Cattle Development Programme Sub Centre -Monitoring of artificial insemination and Extension activities of Integrated Cattle Development Programme Sub Centres iii. Veterinary hospitals/ dispensaries - 1. Management of veterinary polyclinics. 2. Control and supervision. 3. Development of infrastructure iv. Prevention of disease - 1. Storing vaccine. 2. Distribution of vaccine. 3. Observing situation. 4. Data collection v. Animal husbandry and veterinary services - 1. Delivery of expert veterinary services. 2. Emergency treatment. vi. Sale of fish, meat and other animal products -Establish modern slaughter houses vii. Control of Zoonotic diseases -			

	<ol style="list-style-type: none"> 1. Carry out preventive measures. 2. Ensure hygiene in cattle shed aviary, piggery and places set apart for keeping pet animals and birds. 3. Ensure protection of stray animals. 4. Arrange for disposal of filth and waste. <p>viii. Collection of data of animals and animal products Collection, consolidation, storing, monitoring and concurrent evaluation at block panchayat level</p> <p>ix. Procurement of medicine -Required medicines to be purchased for the veterinary poly clinics following existing norms</p> <p>x. Control of communicable diseases -</p> <ol style="list-style-type: none"> 1. Report the cases, laboratories test 2. Confirm the type of diseases. 3. Supervision of preventive measures <p>xi. Disaster management -</p> <ol style="list-style-type: none"> 1. Consolidation of loss/ damages 2. Make available food and fodder in the relief camps <p>xii. Animal welfare programmes -</p> <ol style="list-style-type: none"> 1. Awareness creation 2. Resource mobilisation for animal welfare activities 3. Mobilisation of non governmental organisations <p>xiii. Mobile veterinary hospitals/ dispensaries -Conduct and development of mobile farm aid units/ mobile veterinary dispensaries/ hospitals</p> <p>xiv. Capacity building of farmers -</p> <ol style="list-style-type: none"> 1. Conduct of training 2. Making available audiovisual equipment <p>xv. Farmers, meet, mela, exhibition - Block level melas</p>			
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	<p>xvi.1. Veterinary poly clinic</p> <p>2. Laboratory for veterinary poly clinics -</p> <ol style="list-style-type: none"> 1. Management of laboratories. 2. Make available medicines and equipment. 3. Management of veterinary poly clinics <p>xvii. Farms -</p> <ol style="list-style-type: none"> 1. Establish breeding units/ nurseries. 2. Ensure quality of animals and birds <p>xviii. Field trial pilot project -</p> <p>Field trial exhibition farms</p> <p>xix. Dissemination of information -</p> <ol style="list-style-type: none"> 1. Organise farmers" seminar on various subjects with the active participation of experts. 2. Imparting training, organising exhibitions <p>xx. Risk factor -</p> <p>Data collection, storing</p> <p>xxi. Breed improvement programmes -</p> <p>Technical guidance to breeders society</p> <p>xxii. District Veterinary Centre -</p> <p>Referring for expert service if necessary in veterinary practice</p> <p>xxiii. Special schemes (Special Livestock Breeding Programme) -</p> <p>Monitoring</p> <p>DAIRY DEVELOPMENT</p> <p>i. Promote dairy development activities</p> <ol style="list-style-type: none"> 1. Impart training in cultivation of fodder crops, non-conventional cattle feed, production of hay and silage. 2. Promote commercial cultivation of fodder and its conservation in cooperative sector 3. Promote production of planting 			
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		<p>materials of fodder crops/trees in cooperative sector</p> <p>4. Promote natural grassland development activities in cooperative sector and market the produce</p> <p>5. Promote silvipasture cultivation in cooperative sector and market the produce</p> <p>6. Organise cattle shows/ calf rallies and exhibitions</p> <p>7. Conduct seminars/ workshops</p> <p>ii. Enhancement of milk production</p> <p>1. Impart training in milk product manufacture</p> <p>2. Impart training to society personnel</p> <p>3. Assist dairy cooperatives for purchase of chemicals for quality analysis of milk</p> <p>4. Promote awareness creation among farmers and society personnel in quality milk production</p> <p>5. Impart training to farmers in quality milk production</p> <p>iii. Management</p> <p>1. Development of infrastructure facilities for dairy extension service units</p> <p>2. Management of dairy extension service units</p>			
	Gram Panchayat	<p>i. Rearing of domestic animals and birds -</p> <p>1. Selection of beneficiaries.</p> <p>2. Formulation of projects</p> <p>ii. Integrated Cattle Development Programme Sub Centre -</p> <p>1. Management of centres.</p> <p>2. Control and supervision.</p> <p>3. Development of infrastructure</p> <p>iii. Veterinary hospitals/ dispensaries -</p> <p>1. Management of centres.</p> <p>2. Control and supervision.</p> <p>3. Development of infrastructure</p>			

	<p>iv. Prevention of disease -</p> <ol style="list-style-type: none"> 1. Organise preventive measures. 2. Awareness creation among farmers. 3. Reporting of the incidence of diseases <p>v. Animal husbandry and veterinary services-</p> <ol style="list-style-type: none"> 1. Enhance efficiency of services. 2. Arrange door delivery service 3. Resource mobilisation <p>vi. Sale of fish, meat and other animal products</p> <ol style="list-style-type: none"> 1. Modernising sales out lets. 2. Introduce license <p>vii. Control of Zoonotic diseases -</p> <ol style="list-style-type: none"> 1. Carry out preventive measures. 2. Ensure hygiene in cattle shed aviary, piggery and places set apart for keeping pet animals and birds. 3. Ensure protection of stray animals. 4. Arrange for disposal of filth and waste. <p>viii. Collection of data of animals and animal products -Data collection, data storing (Farmer registration)</p> <p>ix. Procurement of medicine - Medicines required for veterinary hospitals to be purchased in accordance with state policy</p> <p>x. Control of communicable diseases -</p> <ol style="list-style-type: none"> 1. Reporting of cases. 2. Measure to prevent spread of diseases. 3. Preventive health activities to be carried out (mastitis/ pest control) <p>xi. Disaster management -</p> <ol style="list-style-type: none"> 1. Estimate the damages/loss 2. Prevention of spread of diseases 3. Disposal of carcasses <p>xii. Animal welfare programmes - Awareness creation among public</p> <p>xiii. Mobile veterinary hospitals/</p>			
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	<p>dispensaries -</p> <ol style="list-style-type: none"> 1. Identify site for the conduct of camps. 2. Make available required facilities <p>xiv. Measures to prevent infertility – reduction of interval between conception/age at first conception -</p> <ol style="list-style-type: none"> 1. Organise camps 2. Awareness creation. 3. Publicity, making available required medicines <p>xv. Capacity building of farmers - Selection of trainees</p> <p>xvi. Farmers, meet, mela, exhibition -</p> <ol style="list-style-type: none"> 1. Publicity. 2. Preparation. 3. Conduct of melas <p>xvii. Farms -</p> <ol style="list-style-type: none"> 1. Encourage rural folk for keeping hen, duck, rabbit etc for meat production. 2. Making available required breeds to the farmers <p>xviii. Dissemination of information-</p> <ol style="list-style-type: none"> 1. Opening of information centres in veterinary dispensaries and hospitals 2. Distribution of magazines, pamphlets, leaflets <p>xix. Risk factor - Insuring farms, cattle and farmers</p> <p>xx. Breed improvement programmes - Formation of breeders society for indigenous breeds</p> <p>xxi. Encouraging private entrepreneurs engaged in production of hen, duck, goat etc. - Entrepreneur support activities</p> <p>xxii. District Veterinary Centre - Information of out break of diseases to district laboratory</p> <p>xxiii. Quality control of cattle and poultry feed</p>			
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		Licensing for feed sales agencies DAIRY DEVELOPMENT i. Promote dairy development activities 1. Promote cultivation of feed and fodder crops 2. Promote production of non-conventional cattle feeds 3. Promote production of hay and silage 4. Promote cultivation of fodder on commercial basis 5. Encourage establishment of fodder banks 6. Promote production of planting materials of fodder crops/trees etc. 7. Promote fodder production in wasteland, barren land, canal banks etc. 8. Grassland development and marketing the produce 9. Conduct cattle shows, seminars, farmers contact programmes/ exhibitions ii. Enhancement of milk production 1. Supply of quality breed to beneficiaries under beneficiary oriented programme 2. Distribution of inputs for increased milk production 3. Promote milk product manufacturing units 4. Encourage construction of hygienic cattle sheds			
As per Government Order	District	GO/4349/A3/98/LAD(Circular)-28/03/1998-The procedures for purchasing the cattle and cattle feeds GO(RT)/4321/2004/LAD-07/12/2004-The permission for purchasing chickens, poultry feed, and coop from State Poultry Development Cooperation for poultry farming project GO/17351/P2/99/LAD-03/05/1999-The			

		<p>instruction to implement Kamadhenu Insurance Project through Local Administrative Bodies</p> <p>55909/D.A.1/2008/LAD (circular)-13/03/2008- Permission to purchase cattle feed from Malabar Feeds.</p> <p>5168/A1/2005/Planning-02/05/2005- criteria for subsidies of Veterinary programs implementing in urban area – explanation.</p> <p>G.O.(M.S)40/2005/Planning-13/05/2005-fresh criteria for giving grants to dairy co-operative societies</p>			
	Block	<p>GO/4349/A3/98/LAD(Circular)-28/03/1998-The procedures for purchasing the cattle and cattle feeds</p> <p>GO(RT)/4321/2004/LAD-07/12/2004-The permission for purchasing chickens, poultry feed, and coop from State Poultry Development Corporation for poultry farming project</p> <p>GO/17351/P2/99/LAD-03/05/1999-The instruction to implement Kamadhenu Insurance Project through Local Administrative Bodies</p> <p>55909/D.A.1/2008/LAD (circular)-13/03/2008- Permission to purchase cattle feed from Malabar Feeds.</p> <p>5168/A1/2005/Planning-02/05/2005- criteria for subsidies of Veterinary programs implementing in urban area – explanation.</p> <p>G.O.(M.S)40/2005/Planning-13/05/2005-fresh criteria for giving grants to dairy co-operative societies</p>			

	Gram Panchayat	GO/4349/A3/98/LAD(Circular)-28/03/1998-The procedures for purchasing the cattle and cattle feeds GO(RT)/4321/2004/LAD-07/12/2004-The permission for purchasing chickens, poultry feed,and coop from State Poultry Development Coperation for poultry farming project GO/17351/P2/99/LAD-03/05/1999-The instruction to implement Kamadhenu Insurance Project through Local Administrative Bodies 55909/D.A.1/2008/LAD (circular)-13/03/2008- Permission to purchase cattle feed from Malabar Feeds. 5168/A1/2005/Planning-02/05/2005-criteria for subsidies of Vetinary programs implementing in urban area – explanation. G.O.(M.S)40/2005/Planning-13/05/2005-fresh criteria for giving grants to diary co-operative societies			
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Subject: Fisheries

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: Arrangements for fish marketing 2. Management of fish farm development agency. 3. Management of district level pisci-culture centres net making units, fish	Fresh water fisheries River / lake ranching Brackish water fisheries Kayal (back water) ranching Marine fisheries 1. Sea ranching. 2. Artificial reefs and fish aggregating devices Statutory regulations and enforcement	Fresh water fisheries Brackish water fisheries Marine fisheries Replacement of fishing implements Statutory regulations and enforcement Conservation Local level enforcement of craft and gear regulations	Fresh water fisheries Replacement of fishing implements Brackish water fisheries Replacement of fishing implements Marine fisheries 1. Replacement of fishing implements. 2. Up keep and maintenance of fish

As per Activity Mapping		markets, feed mills, ice plants and cold storages. 4. Management of fisheries schools. 5. Introduction of new technologies. 6. Provide implements required for fishermen. 7. Promotion of fishermen's co-operative societies.	Conservation Development of Culture Fisheries Development of fresh water aquaculture 1. Fish Farmers Development Agency 2. Reservoir fisheries 3. Lake fisheries 4. Ornamental fisheries Integrated fisheries Cold water fisheries Integration/ coordination of cold water fisheries, with tourism fisheries and game fisheries projects. Brackish water fisheries Brackish water fish farmers development agency - fin fish/ shell fish/ shrimp farming projects Mariculture Mariculture of groupers, perches, sea bass, sea-cucumber etc Support Facilities to Culture Fisheries Seed production Setting up and assisting of fish/ prawn/scampi hatcheries and seed farms and monitoring Seed distribution Feed production Encouraging private entrepreneur to set up feed mills Processing Sector Improve traditional	(participatory programme) Development of Culture Fisheries Development of fresh water aquaculture Integrated projects Integrated fisheries Integrated projects Cold water fisheries Assisting integrated cold water fisheries projects Brackish water fisheries Integrated projects Mari culture 1. Pearl culture 2. Marine ornamental fish culture Support Facilities to Culture Fisheries Seed production Projects and programmes for training seed rearing units. Seed distribution Procurement and distribution of feeds. Feed production Procurement and distribution of feeds Processing Sector Improve traditional processing methods Integrated production/marketing units Pre-processing units Building up common infrastructure facilities like peeling sheds/ fish curing yards/ ice crushing units. Set up value added	landing centres. Statutory regulations and enforcement 1. Local level assistance for enforcement of statutory regulations. 2. Organisation of local level fisheries enforcement squads Conservation 1. Enforcement of local specific closed seasons and „fishing free zones“. 2. Enforcement of local level regulations 3. Enforcement ban on fishing 4. Local level enforcement of craft and gear regulation (participatory programme) 5. Regulations on rights of access for fishing Development of Culture Fisheries Development of fresh water aquaculture 1. Pond culture (as per Fish Farmers Development Agency pattern) 2. Riverine fisheries (cage, pen etc. as per centrally sponsored scheme pattern) 3. Lake culture 4. Ornamental fish culture 5. Scampi culture 6. Integrated aqua-agri-animal husbandry
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: Development of traditional landing centres.			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: Development of fisheries in ponds, pisci-culture in fresh water and brackish water and mariculture. 2. Improvement of fish seed production and distribution of offsprings. 3. Distribution of fishing implements. 4. Provide assistance for fish marketing. 5. Provide minimum basic facilities for fishermen families. 6. Implementation of fishermen Welfare Schemes.			
	District	Fresh water fisheries River / lake ranching Brackish water fisheries Kayal (back water) ranching Marine fisheries			

	<p>1. Sea ranching. 2. Artificial reefs and fish aggregating devices</p> <p>Statutory regulations and enforcement</p> <p>Conservation</p> <p>Development of Culture Fisheries</p> <p>Development of fresh water aquaculture</p> <p>1. Fish Farmers Development Agency 2. Reservoir fisheries 3. Lake fisheries 4. Ornamental fisheries</p> <p>Integrated fisheries</p> <p>Cold water fisheries Integration/ coordination of cold water fisheries, with tourism fisheries and game fisheries projects.</p> <p>Brackish water fisheries Brackish water fish farmers development agency - fin fish/ shell fish/ shrimp farming projects</p> <p>Mariculture Mariculture of groupers, perches, sea bass, sea-cucumber etc</p> <p>Support Facilities to Culture Fisheries</p> <p>Seed production Setting up and assisting of fish/ prawn/scampi hatcheries and seed farms and monitoring</p> <p>Seed distribution</p> <p>Feed production Encouraging private entrepreneur to set up feed mills</p> <p>Processing Sector</p> <p>Improve traditional processing methods Assistance for fish meal production and other integrated fish/fishing</p>	<p>processing methods Assistance for fish meal production and other integrated fish/fishing products, marketing units</p> <p>Pre-processing units Renovation/ upgradation of existing peeling sheds, curing yards, establishment of ice crushing units.</p> <p>Set up value added production units of international quality standard Modernise existing processing plants as per European Union standards</p> <p>Diversification of fish products for export domestic market Funding support and training and quality control programmes.</p> <p>Marketing</p> <p>Retail markets</p> <p>Wholesale markets Construction/renovation of wholesale markets and collection of fees /taxes.</p> <p>Beach level auction system 1. Regulating markets. 2. Quality checks.</p> <p>Setting up of auction halls</p> <p>Fish booth</p> <p>Fish vending</p> <p>Fish storage facilities Setting up of cold storage facilities at district level markets.</p> <p>Market intelligence and</p>	<p>production units of international quality standard</p> <p>Diversification of fish products for export domestic market Training and quality control programmes.</p> <p>Marketing</p> <p>Retail markets Inspection and quality control programmes.</p> <p>Wholesale markets</p> <p>Beach level auction system</p> <p>Setting up of auction halls Construction of auction halls and common facilities</p> <p>Fish booth Integrated/link system of fish supply</p> <p>Fish vending</p> <p>Fish storage facilities Setting up of cold storage facilities at block level markets.</p> <p>Market intelligence and extension Survey and studies</p> <p>Fishermen Welfare</p> <p>Fishermen list Consolidate classified list (block-wise)</p> <p>Insurance schemes</p> <p>(i) Fishermen life insurance</p> <p>(ii) Input insurance</p> <p>Educational concession</p> <p>Regional Fisheries Technical High Schools</p> <p>Coastal poverty alleviation programme Integration of activities of self</p>	<p>projects. 7. Lease of public water bodies</p> <p>Integrated fisheries Integrated fisheries paddy/fish/scampi/ duck/fish/cattle/pig/fish etc (centrally sponsored scheme pattern)</p> <p>Cold water fisheries Assisting local level cold water fisheries projects</p> <p>Brackish water fisheries 1. Fin fish farming 2. Shell fish farming (oyster/crab/ mussel/ clam) 3. Shrimp farming</p> <p>Mari culture Mussel culture/ sea weed culture/ornamental fisheries</p> <p>Support Facilities to Culture Fisheries</p> <p>Seed production Assistance for seed rearing units (self help groups/ neighbourhood groups)</p> <p>Seed distribution Procurement and distribution of seeds.</p> <p>Feed production Preparation of farm made feeds from indigenous ingredients (local units - self help groups)</p> <p>Processing Sector</p> <p>Improve traditional processing methods Assisting drying/curing</p>
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	<p>products, marketing units</p> <p>Pre-processing units Renovation/ upgradation of existing peeling sheds, curing yards, establishment of ice crushing units.</p> <p>Set up value added production units of international quality standard Modernise existing processing plants as per European Union standards</p> <p>Diversification of fish products for export domestic market Funding support and training and quality control programmes.</p> <p>Marketing</p> <p>Retail markets</p> <p>Wholesale markets Construction/renovation of wholesale markets and collection of fees /taxes.</p> <p>Beach level auction system 1. Regulating markets. 2. Quality checks.</p> <p>Setting up of auction halls</p> <p>Fish booth</p> <p>Fish vending</p> <p>Fish storage facilities Setting up of cold storage facilities at district level markets.</p> <p>Market intelligence and extension 1. Survey and studies 2. Evolve strategies for marketing</p> <p>Fishermen Welfare</p> <p>Fishermen list Consolidate classified list (district-wise)</p> <p>Insurance schemes (i) Fishermen life insurance (ii) Input insurance Arranging input insurance through insurance companies</p> <p>Educational concession</p>	<p>extension 1. Survey and studies 2. Evolve strategies for marketing</p> <p>Fishermen Welfare</p> <p>Fishermen list Consolidate classified list (district-wise)</p> <p>Insurance schemes (i) Fishermen life insurance (ii) Input insurance Arranging input insurance through insurance companies</p> <p>Educational concession Final verification and sanctioning.</p> <p>Regional Fisheries</p> <p>Technical High Schools Administration and management of fisheries schools</p> <p>Coastal poverty alleviation programme</p> <p>Fisheries cooperatives Integration of activities</p> <p>Fisheries management and regulations 1. Support service 2. Infrastructure and man power support</p> <p>Infrastructure Development</p> <p>Creation of social infrastructure 1. Construction of fisheries roads. 2. Providing drinking water facility (covering more than one grama panchayat/block panchayat)</p>	<p>help groups/ neighbourhood groups through state agency for fisheries.</p> <p>Fisheries cooperatives Integration of activities of fisheries cooperatives (production/ marketing)</p> <p>Fisheries management and regulations 1. Support services 2. Infrastructure and man power support 3. Block level participatory programmes.</p> <p>Infrastructure Development</p> <p>Creation of social infrastructure Supporting housing, water supply and sanitation schemes.</p> <p>Provide incentive for setting up of ice plants and cold storages</p> <p>Landing centres Construction and management of modern landing centres</p> <p>Fisheries dispensaries.</p> <p>Nurseries / Literary Programmes.</p> <p>Training Training to fishermen/ fish farmers/self help groups/ non governmental organisations</p> <p>Data and Statistics Socio economic survey Conduct of survey on fisheries status.</p> <p>Generation of catch statistics Support to state for collecting data.</p> <p>Generation of aquaculture</p>	<p>smoking/pickling and other units for value added products</p> <p>Pre-processing units Renovation/ up gradation of peeling, shucking and icing and units</p> <p>Set up value added production units of international quality standard</p> <p>Diversification of fish products for export domestic market Support facilities for local level processing and marketing units.</p> <p>Marketing</p> <p>Retail markets Construction/renovation/ management of retail markets and collection of license fees, user charges</p> <p>Wholesale markets</p> <p>Beach level auction system Organising beach level auction by appointing auctioneers to ensure fair price to fishermen</p> <p>Setting up of auction halls Encourage construction of auction halls with water, lighting and drainage facilities</p> <p>Fish booth Setting up of fish booth by organising self help groups/ neighbourhood</p>
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	<p>Final verification and sanctioning.</p> <p>Regional Fisheries Technical High Schools</p> <p>Administration and management of fisheries schools</p> <p>Coastal poverty alleviation programme</p> <p>Fisheries cooperatives</p> <p>Integration of activities</p> <p>Fisheries management and regulations</p> <p>1. Support service 2. Infrastructure and man power support</p> <p>Infrastructure Development</p> <p>Creation of social infrastructure</p> <p>1. Construction of fisheries roads.</p> <p>2. Providing drinking water facility (covering more than one grama panchayat/block panchayat)</p> <p>Provide incentive for setting up of ice plants and cold storages</p> <p>Encourage entrepreneurs for setting up ice plants and cold storages</p> <p>Landing centres</p> <p>Fisheries dispensaries.</p> <p>Nurseries / Literary Programmes.</p> <p>Training</p> <p>Training to fishermen/ fish farmers/self help groups/ non governmental organisations</p> <p>Data and Statistics</p> <p>Socio economic survey</p> <p>1. Compilation of panfish survey at district panchayat level</p> <p>2. Conduct of survey of fisheries infrastructure.</p> <p>Generation of catch statistics</p> <p>Data base on fish catch</p> <p>Generation of aquaculture production statistics</p> <p>Data base on fish catch</p>	<p>Provide incentive for setting up of ice plants and cold storages</p> <p>Encourage entrepreneurs for setting up ice plants and cold storages</p> <p>Landing centres</p> <p>Fisheries dispensaries.</p> <p>Nurseries / Literary Programmes.</p> <p>Training</p> <p>Training to fishermen/ fish farmers/self help groups/ non governmental organisations</p> <p>Data and Statistics</p> <p>Socio economic survey</p> <p>1. Compilation of panfish survey at district panchayat level</p> <p>2. Conduct of survey of fisheries infrastructure.</p> <p>Generation of catch statistics</p> <p>Data base on fish catch</p> <p>Generation of aquaculture production statistics</p> <p>District fisheries data base/ pan fish survey</p> <p>Fisheries resource survey</p> <p>District fisheries data base/ pan fish survey</p> <p>Census of fisher folk</p> <p>District data base/ pan fish survey</p> <p>Craft and gear survey</p> <p>District data base/ pan fish survey</p> <p>Survey on fish consumption pattern</p>	<p>production statistics</p> <p>Fisheries resource survey</p> <p>Census of fisher folk</p> <p>Craft and gear survey</p> <p>Survey on fish consumption pattern</p> <p>Sea Safety and Rescue</p> <p>Sea rescue squad</p> <p>Sea patrolling</p> <p>Weather warning system</p> <p>Use of remote sensing data on movement of fish shoals</p> <p>Crisis Management</p> <p>Natural Calamities (flood, fire, cyclone diseases/ drought, tsunami etc)</p> <p>Resource Management</p> <p>Gene pool banking of indigenous fish resources</p> <p>Protection of local / regional resources.</p> <p>Protection of endangered endemic species</p> <p>Biodiversity preservation</p>	<p>groups/ cooperatives</p> <p>Fish vending</p> <p>Distribution of insulated boxes/ cycles/ mopped and other items</p> <p>Fish storage facilities</p> <p>Market intelligence and extension</p> <p>Survey and studies.</p> <p>Fishermen Welfare</p> <p>Fishermen list</p> <p>Preparation of fishermen/ fisherwomen/allied workers classified list (matsyabhavan-wise and fisheries village-wise)</p> <p>Insurance schemes</p> <p>(i) Fishermen life insurance</p> <p>(ii) Input insurance</p> <p>1. Encourage fisher folk life insurance schemes 2. Encourage input insurance programme.</p> <p>Educational concession</p> <p>Certification and primary verification.</p> <p>Regional Fisheries Technical High Schools</p> <p>Coastal poverty alleviation programme</p> <p>Organisation of self help groups/ neighbourhood groups for micro enterprises with support from state agency for fisheries</p> <p>Fisheries cooperatives</p> <p>Local level integration of activities of fisheries</p>
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		District fisheries data base/ pan fish survey Fisheries resource survey District fisheries data base/ pan fish survey Census of fisher folk District data base/ pan fish survey Craft and gear survey District data base/ pan fish survey Survey on fish consumption pattern District data base/ prawn fish survey Sea Safety and Rescue Sea rescue squad Weather warning system Use of remote sensing data on movement of fish shoals Crisis Management Natural Calamities (flood, fire, cyclone diseases/ drought, tsunami etc) Monitor and supervise relief operations Resource Management Gene pool banking of indigenous fish resources Protection of local / regional resources. Protection of endangered endemic species Biodiversity preservation	District data base/ prawn fish survey Sea Safety and Rescue Sea rescue squad Weather warning system Use of remote sensing data on movement of fish shoals Crisis Management Natural Calamities (flood, fire, cyclone diseases/ drought, tsunami etc) Monitor and supervise relief operations Resource Management Gene pool banking of indigenous fish resources Protection of local / regional resources. Protection of endangered endemic species Biodiversity preservation		cooperatives (production/ marketing) Fisheries management and regulations 1. Support services 2. Infrastructure and man power support 3. Local level participatory programmes. Infrastructure Development Creation of social infrastructure 1. Provide individual/ colony housing and sanitation programmes. 2. Maintenance of fishermen housing colonies 3. Construction of fisheries roads Provide incentive for setting up of ice plants and cold storages Landing centres Maintain and upkeep traditional landing centres. 2. Modernise existing landing centres Fisheries dispensaries. Maintenance, operation, management. Nurseries / Literary Programmes. Maintenance, operation and management of nursery schools and conduct of literary programmes
	Block	Fresh water fisheries Brackish water fisheries Marine fisheries Replacement of fishing implements Statutory regulations and enforcement Conservation Local level enforcement of craft and gear regulations (participatory programme)			

	<p>Development of Culture Fisheries</p> <p>Development of fresh water aquaculture</p> <p>Integrated projects</p> <p>Integrated fisheries</p> <p>Integrated projects</p> <p>Cold water fisheries</p> <p>Assisting integrated cold water fisheries projects</p> <p>Brackish water fisheries</p> <p>Integrated projects</p> <p>Mari culture</p> <ol style="list-style-type: none"> 1. Pearl culture 2. Marine ornamental fish culture <p>Support Facilities to Culture Fisheries</p> <p>Seed production</p> <p>Projects and programmes for training seed rearing units.</p> <p>Seed distribution</p> <p>Procurement and distribution of feeds.</p> <p>Feed production</p> <p>Procurement and distribution of feeds</p> <p>Processing Sector</p> <p>Improve traditional processing methods</p> <p>Integrated production/marketing units</p> <p>Pre-processing units</p> <p>Building up common infrastructure facilities like peeling sheds/ fish curing yards/ ice crushing units.</p> <p>Set up value added production units of international quality standard</p> <p>Diversification of fish products for export domestic market</p> <p>Training and quality control programmes.</p> <p>Marketing</p> <p>Retail markets</p> <p>Inspection and quality control</p>			<p>Training</p> <p>Training to fishermen/ fish farmers/self help groups/ non governmental organisations</p> <p>Identification of training centres for skill development</p> <ol style="list-style-type: none"> 2. Identify appropriate technology for training in different areas 3. Organisation of fishermen/ fisherwomen/ fish farmers/ self help groups/ non governmental organisations and allocation of stipend <p>Data and Statistics</p> <p>Socio economic survey</p> <ol style="list-style-type: none"> 1. Grama panchayat wise data base and pan fish survey. 2. Conduct of socio economic survey of fisher folk. <p>Generation of catch statistics</p> <p>Support to state for collecting data</p> <p>Generation of aquaculture production statistics</p> <p>Support to state for collecting data</p> <p>Fisheries resource survey</p> <p>Collection of fisheries resource data.</p>
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	<p>programmes.</p> <p>Wholesale markets</p> <p>Beach level auction system</p> <p>Setting up of auction halls Construction of auction halls and common facilities</p> <p>Fish booth Integrated/link system of fish supply</p> <p>Fish vending</p> <p>Fish storage facilities Setting up of cold storage facilities at block level markets.</p> <p>Market intelligence and extension Survey and studies</p> <p>Fishermen Welfare</p> <p>Fishermen list Consolidate classified list (block-wise)</p> <p>Insurance schemes</p> <p>(i) Fishermen life insurance</p> <p>(ii) Input insurance</p> <p>Educational concession</p> <p>Regional Fisheries Technical High Schools</p> <p>Coastal poverty alleviation programme Integration of activities of self help groups/ neighbourhood groups through state agency for fisheries.</p> <p>Fisheries cooperatives Integration of activities of fisheries cooperatives (production/ marketing)</p> <p>Fisheries management and regulations</p> <ol style="list-style-type: none"> 1. Support services 2. Infrastructure and man power support 3. Block level participatory programmes. <p>Infrastructure Development</p>			<p>Census of fisher folk Collection of fisher folk data.</p> <p>Craft and gear survey Collection of craft and gear data.</p> <p>Survey on fish consumption pattern Collection of data on fish consumption.</p> <p>Sea Safety and Rescue</p> <p>Sea rescue squad Assisting organisation of sea rescue squad</p> <p>Sea patrolling Immediate rescue operations/ local surveillance.</p> <p>Weather warning system Dissemination of weather warning to fishermen</p> <p>Use of remote sensing data on movement of fish shoals Dissemination of information to fishermen</p> <p>Crisis Management</p> <p>Natural Calamities (flood, fire, cyclone diseases/ drought, tsunami etc)</p> <ol style="list-style-type: none"> 1. Arrange local level crisis management groups 2. Dissemination of information and assessment of loss and distribution of compensation for affected families
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	<p>Creation of social infrastructure Supporting housing, water supply and sanitation schemes.</p> <p>Provide incentive for setting up of ice plants and cold storages</p> <p>Landing centres Construction and management of modern landing centres</p> <p>Fisheries dispensaries.</p> <p>Nurseries / Literary Programmes.</p> <p>Training Training to fishermen/ fish farmers/self help groups/ non governmental organisations</p> <p>Data and Statistics Socio economic survey Conduct of survey on fisheries status.</p> <p>Generation of catch statistics Support to state for collecting data.</p> <p>Generation of aquaculture production statistics</p> <p>Fisheries resource survey</p> <p>Census of fisher folk</p> <p>Craft and gear survey</p> <p>Survey on fish consumption pattern</p> <p>Sea Safety and Rescue Sea rescue squad Sea patrolling Weather warning system</p> <p>Use of remote sensing data on movement of fish shoals</p> <p>Crisis Management Natural Calamities (flood, fire, cyclone diseases/ drought, tsunami etc)</p> <p>Resource Management Gene pool banking of indigenous fish resources Protection of local / regional resources.</p>			<p>Resource Management Gene pool banking of indigenous fish resources Protection of local resources.</p> <p>Protection of endangered endemic species Provide suitable facilities for propagation</p> <p>Biodiversity preservation Preparation and upkeep of bio diversity register</p>
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		Protection of endangered endemic species Biodiversity preservation			
	Gram Panchayat	Fresh water fisheries Replacement of fishing implements Brackish water fisheries Replacement of fishing implements Marine fisheries 1. Replacement of fishing implements. 2. Up keep and maintenance of fish landing centres. Statutory regulations and enforcement 1. Local level assistance for enforcement of statutory regulations. 2. Organisation of local level fisheries enforcement squads Conservation 1. Enforcement of local specific closed seasons and „fishing free zones “ 2. Enforcement of local level regulations 3. Enforcement ban on fishing 4. Local level enforcement of craft and gear regulation (participatory programme) 5. Regulations on rights of access for fishing Development of Culture Fisheries Development of fresh water aquaculture 3. Pond culture (as per Fish Farmers Development Agency pattern) 2. Riverine fisheries (cage, pen etc. as per centrally sponsored scheme pattern) 3. Lake culture 4. Ornamental fish culture 5. Scampi culture 6. Integrated aqua-agri-animal husbandry projects. 7. Lease of			

	<p>public water bodies</p> <p>Integrated fisheries Integrated fisheries paddy/fish/scampi/ duck/fish/cattle/pig/fish etc (centrally sponsored scheme pattern)</p> <p>Cold water fisheries Assisting local level cold water fisheries projects</p> <p>Brackish water fisheries 1. Fin fish farming 2. Shell fish farming (oyster/crab/ mussel/ clam) 3. Shrimp farming</p> <p>Mari culture Mussel culture/ sea weed culture/ornamental fisheries</p> <p>Support Facilities to Culture Fisheries</p> <p>Seed production Assistance for seed rearing units (self help groups/ neighbourhood groups)</p> <p>Seed distribution Procurement and distribution of seeds.</p> <p>Feed production Preparation of farm made feeds from indigenous ingredients (local units - self help groups)</p> <p>Processing Sector Improve traditional processing methods Assisting drying/curing smoking/pickling and other units for value added products</p> <p>Pre-processing units Renovation/ up gradation of peeling, shucking and icing and units</p> <p>Set up value added production units of international quality standard</p> <p>Diversification of fish products for export domestic market</p>			
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	<p>Support facilities for local level processing and marketing units.</p> <p>Marketing</p> <p>Retail markets Construction/renovation/ management of retail markets and collection of license fees, user charges</p> <p>Wholesale markets</p> <p>Beach level auction system Organising beach level auction by appointing auctioneers to ensure fair price to fishermen</p> <p>Setting up of auction halls Encourage construction of auction halls with water, lighting and drainage facilities</p> <p>Fish booth Setting up of fish booth by organising self help groups/ neighbourhood groups/ cooperatives</p> <p>Fish vending Distribution of insulated boxes/ cycles/ mopped and other items</p> <p>Fish storage facilities</p> <p>Market intelligence and extension Survey and studies.</p> <p>Fishermen Welfare</p> <p>Fishermen list Preparation of fishermen/ fisherwomen/allied workers classified list (matsyabhavan-wise and fisheries village-wise)</p> <p>Insurance schemes</p> <p>(i) Fishermen life insurance</p> <p>(ii) Input insurance 1. Encourage fisher folk life insurance schemes 2. Encourage input insurance programme.</p> <p>Educational concession Certification and primary verification.</p>			
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	<p>Regional Fisheries Technical High Schools</p> <p>Coastal poverty alleviation programme</p> <p>Organisation of self help groups/ neighbourhood groups for micro enterprises with support from state agency for fisheries</p> <p>Fisheries cooperatives</p> <p>Local level integration of activities of fisheries cooperatives (production/ marketing)</p> <p>Fisheries management and regulations</p> <ol style="list-style-type: none"> 1. Support services 2. Infrastructure and man power support 3. Local level participatory programmes. <p>Infrastructure Development</p> <p>Creation of social infrastructure</p> <ol style="list-style-type: none"> 1. Provide individual/ colony housing and sanitation programmes. 2. Maintenance of fishermen housing colonies 3. Construction of fisheries roads <p>Provide incentive for setting up of ice plants and cold storages</p> <p>Landing centres</p> <p>Maintain and upkeep traditional landing centres.</p> <ol style="list-style-type: none"> 2. Modernise existing landing centres <p>Fisheries dispensaries.</p> <p>Maintenance, operation, management.</p> <p>Nurseries / Literary Programmes.</p> <p>Maintenance, operation and management of nursery schools and conduct of literary programmes</p> <p>Training</p> <p>Training to fishermen/ fish</p>			
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		<p>farmers/self help groups/ non governmental organisations Identification of training centres for skill development</p> <p>2. Identify appropriate technology for training in different areas</p> <p>3. Organisation of fishermen/ fisherwomen/ fish farmers/ self help groups/ non governmental organisations and allocation of stipend</p> <p>Data and Statistics Socio economic survey 1. Grama panchayat wise data base and pan fish survey. 4. Conduct of socio economic survey of fisher folk.</p> <p>Generation of catch statistics Support to state for collecting data</p> <p>Generation of aquaculture production statistics Support to state for collecting data</p> <p>Fisheries resource survey Collection of fisheries resource data.</p> <p>Census of fisher folk Collection of fisher folk data.</p> <p>Craft and gear survey Collection of craft and gear data.</p> <p>Survey on fish consumption pattern Collection of data on fish consumption.</p> <p>Sea Safety and Rescue Sea rescue squad Assisting organisation of sea rescue squad</p> <p>Sea patrolling Immediate rescue operations/ local surveillance.</p> <p>Weather warning system Dissemination of weather warning to fishermen</p>			
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		<p>Use of remote sensing data on movement of fish shoals Dissemination of information to fishermen</p> <p>Crisis Management Natural Calamities (flood, fire, cyclone diseases/ drought, tsunami etc) 1. Arrange local level crisis management groups 2. Dissemination of information and assessment of loss and distribution of compensation for affected families</p> <p>Resource Management Gene pool banking of indigenous fish resources Protection of local resources.</p> <p>Protection of endangered endemic species Provide suitable facilities for propagation</p> <p>Biodiversity preservation Preparation and upkeep of bio diversity register</p>			
As per Government Order	District	GO/6535/DP1/2004/LAD(Circular)-19/04/2004-The permission to buy baby shrimps from the hatchery of Fishfed for Inter-Fish Development Project			
	Block	GO/6535/DP1/2004/LAD(Circular)-19/04/2004-The permission to buy baby shrimps from the hatchery of Fishfed for Inter-Fish Development Project			
	Gram Panchayat	GO/6535/DP1/2004/LAD(Circular)-19/04/2004-The permission to buy baby shrimps from the hatchery of Fishfed for Inter-Fish Development Project			

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule:	General functions Overall guidance through: 1. Constitution of advisory committees 2. Literature production 3. Awareness classes 4. Exhibitions 5. Seminars 6. Field surveys, documentation and production of status reports 7. Training Social forestry and farm forestry Provide district guidelines, general frame work and perspective plans for social forestry and farm forestry Fragile ecosystem management Provide district guidelines, general frame work and perspective plans for management of ecologically fragile areas Ecotourism Provide district guidelines, general frame work and perspective plans for eco-tourism Biodiversity management and indigenous knowledge 1. Prepare and maintain biodiversity register.	General functions 1. Constitution of expert committees 2. Technical support to grama panchayats Social forestry and farm forestry Establishment and management of nurseries for producing seedlings as demanded by grama panchayat and distribution of seedlings to grama panchayats as and when required Nonwood forest product - processing, value addition and marketing Promote small scale industrial units for value addition of nonwood forest product as a collaborative endeavour of stakeholder groups Awareness and education Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc.	General functions 1. Registration of stakeholder groups 2. Constitution of technical teams 3. Field implementation through stakeholder groups Social forestry and farm forestry 1. Identify degraded and waste lands for social forestry and farm forestry, formulate and implement projects with the support of gramasabhas and concerned stakeholder groups. 2. Establishment and management of nurseries 3. Plant trees along state highways with the assistance of stakeholder groups 4. Selection of species for planting. 5. Encourage private farmers in farm forestry and assist them through projects. 6. Arrange for distribution of seedlings as and when required 7. Arrange for production
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule:			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Growing trees for cattle feed, fire wood and growing of fruit trees. 2. Organise campaigns for planting of trees and to build environmental awareness. 3. Afforestation of waste land			
As per Activity Mapping	District	General functions Overall guidance through: 1. Constitution of advisory committees 2. Literature production 3. Awareness classes 4. Exhibitions 5. Seminars 6. Field surveys, documentation and production of status reports 7. Training Social forestry and farm forestry			

	<p>Provide district guidelines, general frame work and perspective plans for social forestry and farm forestry</p> <p>Fragile ecosystem management Provide district guidelines, general frame work and perspective plans for management of ecologically fragile areas</p> <p>Ecotourism Provide district guidelines, general frame work and perspective plans for eco-tourism</p> <p>Biodiversity management and indigenous knowledge 1. Prepare and maintain biodiversity register. 2. Documentation of indigenous knowledge. 3. Mapping ecologically sensitive areas. 4. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.</p> <p>Primary environment care Provide district guidelines, general frame work and perspective plans for primary environment care</p> <p>Nonwood forest product - processing, value addition and marketing 1. Training in value addition and storage of nonwood forest product. 2. Fixation of support price for nonwood forest product and timber products 3. Establishment of go downs. 4. Market study and guidance 5. Develop marketing strategies and support in marketing</p>	<p>2. Documentation of indigenous knowledge. 3. Mapping ecologically sensitive areas. 4. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.</p> <p>Primary environment care Provide district guidelines, general frame work and perspective plans for primary environment care</p> <p>Nonwood forest product - processing, value addition and marketing 1. Training in value addition and storage of nonwood forest product. 2. Fixation of support price for nonwood forest product and timber products 3. Establishment of go downs. 4. Market study and guidance 5. Develop marketing strategies and support in marketing</p> <p>Wood based industries Provide district guidelines, general framework and perspective plans for wood based industries.</p> <p>Awareness and education Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc.</p>	<p>and supply of fuel, fodder and timber for local use 8. Arrange for collection, distribution and sale of fuel, fodder and timber</p> <p>Fragile ecosystem management 1. Afforest and manage river banks, lake shores, mangroves and other ecologically fragile lands, sides of public ponds along with connected water bodies and other wetlands with the assistance of stakeholders. 2. Support the stakeholders in protection and management of sacred groves.</p> <p>Ecotourism Plan and implement ecotourism through stakeholders.</p> <p>Biodiversity management and indigenous knowledge 1.Prepare and maintain biodiversity register. 2. Documentation of indigenous knowledge. 3. Mapping ecologically sensitive areas. 4. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.</p> <p>Primary environment</p>
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		Wood based industries Provide district guidelines, general framework and perspective plans for wood based industries. Awareness and education Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc.				care 1. Plan and implement projects for primary environment care through stakeholders. 2. Maintain data base on important environmental factors. Nonwood forest product - processing, value addition and marketing Support stakeholders for primary processing and temporary storage. Wood based industries Maintenance of date base on wood based industries and furniture outlets. Awareness and education 1. Organize Habitat Day, World Environment Day, Wild Life Week Celebrations, etc. 2. Promote environmental action groups through educational institutions and nongovernmental organizations
	Block	General functions 1. Constitution of expert committees 2. Technical support to grama panchayats Social forestry and farm forestry Establishment and management of nurseries for producing seedlings as demanded by grama panchayat and distribution of seedlings to grama panchayats as and when requ Nonwood forest product - processing, value addition and marketing Promote small scale industrial units for value addition of nonwood forest product as a collaborative endeavour of stakeholder groups Awareness and education Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc.				
	Gram Panchayat	General functions 1. Registration of stakeholder groups 2. Constitution of technical teams 3. Field implementation through stakeholder groups Social forestry and farm forestry 1. Identify degraded and waste lands for social forestry and farm forestry, formulate and implement projects with the support of gramasabhas and concerned stakeholder groups.				

		<p>2. Establishment and management of nurseries</p> <p>3. Plant trees along state highways with the assistance of stakeholder groups</p> <p>4. Selection of species for planting.</p> <p>5. Encourage private farmers in farm forestry and assist them through projects.</p> <p>6. Arrange for distribution of seedlings as and when required</p> <p>7. Arrange for production and supply of fuel, fodder and timber for local use</p> <p>8. Arrange for collection, distribution and sale of fuel, fodder and timber</p> <p>Fragile ecosystem management</p> <p>1. Afforest and manage river banks, lake shores, mangroves and other ecologically fragile lands, sides of public ponds along with connected water bodies and other wetlands with the assistance of stakeholders.</p> <p>2. Support the stakeholders in protection and management of sacred groves.</p> <p>Ecotourism</p> <p>Plan and implement ecotourism through stakeholders.</p> <p>Biodiversity management and indigenous knowledge</p> <p>1. Prepare and maintain biodiversity register.</p> <p>2. Documentation of indigenous knowledge.</p> <p>3. Mapping ecologically sensitive areas.</p> <p>4. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.</p>			
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		Primary environment care 1. Plan and implement projects for primary environment care through stakeholders. 2. Maintain data base on important environmental factors. Nonwood forest product - processing, value addition and marketing Support stakeholders for primary processing and temporary storage. Wood based industries Maintenance of data base on wood based industries and furniture outlets. Awareness and education 1. Organize Habitat Day, World Environment Day, Wild Life Week Celebrations, etc. 2. Promote environmental action groups through educational institutions and nongovernmental organizations			
As per Government Order	District	GO(General)/977/2005/LAD-15/03/2005-The permission to give construction works around the forest area to the Eco Development Society or Forest Security Committee			
	Block	GO(General)/977/2005/LAD-15/03/2005-The permission to give construction works around the forest area to the Eco Development Society or Forest Security Committee			
	Gram Panchayat	GO(General)/977/2005/LAD-15/03/2005-The permission to give construction works around the forest area to the Eco Development Society or Forest Security Committee			

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 2. Management of district industries centres. 2. Promotion of small scale industries. 3. Setting up of industrial estates. 4. Organising exhibitions for sale of products 5. Conduct of entrepreneur development programme. 6. Marketing of products. 7. Imparting training. 8. Create input service and common facility centres. 9. Implementation of industries development credit schemes.	Industrial resource potential survey Compilation of survey reports Market demand analysis Conducting survey and preparation of report Product identification and project formulation 1. Analysis of survey reports and product identification. 2. Project formulation in coordination with District Industries Centre, Khadi and Village Industries Board, Small Industries Service Institute, Directorate of Coir Development, Kerala State Sericulture Federation etc 3. Preparation of district industries plan Entrepreneur development programme 1. Technical support to grama panchayat for selection of entrepreneurs including entrepreneur development programme 2. Conducting Entrepreneur development	Industrial resource potential survey Providing technical assistance and coordination of survey of grama panchayat Market demand analysis Assisting the market demand survey under taken by district panchayat Product identification and project formulation Providing assistance to district panchayat for product identification Entrepreneur development programme 1. Technical support to grama panchayat in selection of entrepreneurs 2. Establishing industrial counselling, information and guidance centre for promoting cottage/co-operative/ private small scale industrial units Skill development training Sericulture development Infrastructure development Construction of mini industrial estate	Industrial resource potential survey Conducting survey under technical supervision Market demand analysis Product identification and project formulation Entrepreneur development programme 1. Selection of entrepreneurs with support of concerned block panchayat and district panchayat 2. Creation of interest in cottage industries and encouraging private investment Skill development training Identification of traditional skill and organising training for skill enhancement (artisans, craftsman) Sericulture development Promoting sericulture Infrastructure
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: 1. Establishment of mini industrial estates. 2. Promotion of industries with investment limit of one third of S.S.I. 3. Formulation of self employment schemes in Industrial sector			

	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Promotion of cottage-village industries. 2. Promotion of handicrafts. 3. Promotion of traditional and mini industries.	programme, Skill development training 1. Conducting training for khadi/ handloom workers and skilled labourers. 2. Pay stipend to the beneficiaries, honorarium/ training cost Sericulture development Infrastructure development Establishment of industrial estate/clusters, common facility centres Credit and financial assistance Coordinating with financial institutions Marketing support Establishment of marketing centres, exhibition and trade fairs, incentives for marketing products from small scale and cottage industries Making raw material available Input services and establishing common facility centre Promotion of traditional industries (khadi, coir, handloom, handicrafts) 1. Direction, management and training, 2. Promoting sales of products Technical know-how Identify appropriate technologies and arrange for their transfer to the workers Monitoring Monitor and supervise	Credit and financial assistance Coordinating with financial institutions Marketing support Making raw material available Establishing raw material bank Promotion of traditional industries (khadi, coir, handloom, handicrafts) Technical know-how Transfer and up gradation of technology in different areas of production Monitoring Issue of licenses/ registration to small scale industries and warehouses Provisional registration	development Making land available for mini industrial estate Credit and financial assistance Coordinating with financial institutions Marketing support Making raw material available Augmentation of raw material resources for industrial promotion Promotion of traditional industries (khadi, coir, handloom, handicrafts) 1. Implementation of schemes under the technical support of Khadi and Village Industries Board, Directorate of Coir Development, Directorate of Handloom Textiles, District Industries Centre etc 2. Generate interest in society for the use of products of cottage industries Technical know-how Monitoring Issue of licenses/ registration to small scale industries and warehouses Licensing
As per Activity Mapping	District	Industrial resource potential survey Compilation of survey reports Market demand analysis Conducting survey and preparation of report Product identification and project formulation 1. Analysis of survey reports and product identification. 2. Project formulation in coordination with District Industries Centre, Khadi and Village Industries Board, Small Industries Service Institute, Directorate of Coir Development, Kerala State Sericulture Federation etc 3. Preparation of district industries plan Entrepreneur development programme 1. Technical support to grama panchayat for selection of entrepreneurs including entrepreneur development programme 2. Conducting Entrepreneur development programme, Skill development training 1. Conducting training for khadi/ handloom workers and skilled labourers. 2. Pay stipend to the beneficiaries, honorarium/ training cost Sericulture development Infrastructure development Establishment of industrial estate/clusters, common facility centres Credit and financial assistance			

		<p>Coordinating with financial institutions</p> <p>Marketing support Establishment of marketing centres, exhibition and trade fairs, incentives for marketing products from small scale and cottage industries</p> <p>Making raw material available Input services and establishing common facility centre</p> <p>Promotion of traditional industries (khadi, coir, handloom, handicrafts) 1. Direction, management and training, 2. Promoting sales of products</p> <p>Technical know-how Identify appropriate technologies and arrange for their transfer to the workers</p> <p>Monitoring Monitor and supervise overall progress</p> <p>Issue of licenses/ registration to small scale industries and warehouses Control over registration/ permanent registration</p>	overall progress		
	Block	<p>Industrial resource potential survey Providing technical assistance and coordination of survey of grama panchayat</p> <p>Market demand analysis Assisting the market demand survey under taken by district panchayat</p> <p>Product identification and project formulation Providing assistance to district panchayat for product identification</p> <p>Entrepreneur development programme 1. Technical support to grama panchayat in selection of entrepreneurs 2. Establishing industrial counselling, information and guidance centre for promoting cottage/co-operative/ private small scale industrial units</p> <p>Skill development training</p>			

		Sericulture development Infrastructure development Construction of mini industrial estate Credit and financial assistance Coordinating with financial institutions Marketing support Making raw material available Establishing raw material bank Promotion of traditional industries (khadi, coir, handloom, handicrafts) Technical know-how Transfer and up gradation of technology in different areas of production Monitoring Issue of licenses/ registration to small scale industries and warehouses Provisional registration			
	Gram Panchayat	Industrial resource potential survey Conducting survey under technical supervision Market demand analysis Product identification and project formulation Entrepreneur development programme 1. Selection of entrepreneurs with support of concerned block panchayat and district panchayat 2. Creation of interest in cottage industries and encouraging private investment Skill development training Identification of traditional skill and organising training for skill enhancement (artisans, craftsman) Sericulture development Promoting sericulture Infrastructure development Making land available for mini industrial estate Credit and financial assistance Coordinating with financial institutions Marketing support Making raw material available			

		<p>Augmentation of raw material resources for industrial promotion</p> <p>Promotion of traditional industries (khadi, coir, handloom, handicrafts)</p> <p>1. Implementation of schemes under the technical support of Khadi and Village Industries Board, Directorate of Coir Development, Directorate of Handloom Textiles, District Industries Centre etc 2. Generate interest in society for the use of products of cottage industries</p> <p>Technical know-how</p> <p>Monitoring</p> <p>Issue of licenses/ registration to small scale industries and warehouses</p> <p>Licensing</p>			
As per Government Order	District	GO/46322/B3/2002/LAD(Circular)-18/10/2004-The permission to purchase some materials from Shornuur Metal Industries			
	Block	GO/46322/B3/2002/LAD(Circular)-18/10/2004-The permission to purchase some materials from Shornuur Metal Industries			
	Gram Panchayat	GO/46322/B3/2002/LAD(Circular)-18/10/2004-The permission to purchase some materials from Shornuur Metal Industries			

Subject: Khadi, Gram & Cottage Industry

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule:	Direction, management and training	Direction, management and training	Implementation of schemes under the technical support of Khadi and Village Industries Board, Directorate of Coir Development, Directorate
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule:			

	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule:			of Handloom Textiles, District Industries Centre etc 2. Generate interest in society for the use of products of cottage industries
As per Activity Mapping	District	Promotion of traditional industries (khadi, coir, handloom, handicrafts) 1. Direction, management and training, 2. Promoting sales of products			
	Block	Promotion of traditional industries (khadi, coir, handloom, handicrafts) Technical know-how Transfer and up gradation of technology in different areas of production			
	Gram Panchayat	Promotion of traditional industries (khadi, coir, handloom, handicrafts) 1. Implementation of schemes under the technical support of Khadi and Village Industries Board, Directorate of Coir Development, Directorate of Handloom Textiles, District Industries Centre etc 2. Generate interest in society for the use of products of cottage industries			
As per Government Order	District	GO(TR)/2152/2004/LAD-24/06/2004-District Khadi –Gram Industrial Project Officers have been recognised as an implementing officers of Khadi Gram Industrial Projects			
	Block				
	Gram Panchayat				

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Providing infrastructure facilities for self employment programme.	Identification of poor 1. Monitoring poverty 2. Information, Education, Communication 3. Orientation to elected representatives Organising and empowering the poor.	Identification of poor Training Organising and empowering the poor. g to functionaries 1. Capacity building 2. Grading of groups 3. Administering revolving fund subsidy under Swarnajayanthi Grama Swarozgar Yojna Anti Poverty Sub Plan Self employment programme 1. Identification of key activities/ enterprises opportunities and submission of list to the district panchayat	Identification of poor 1. Conduct of survey as per criteria 2. Analysis of survey forms and preparation of draft list 3. Publication of the draft list 4. Call for claims and objections through validation by neighbourhood groups, political parties and non governmental organisations 5. Settlement of claims and objections in the draft list 6. Presentation of the final draft before grama sabha for validation 7. Approval of the final list 8. Issue of below poverty line certificate
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: 1. Planning and implementation of employment assurance schemes in co-ordination with the Village Panchayat. 2. Skill up gradation of poor for self employment and giving wage employment for people below poverty line.	Anti Poverty Sub Plan Self employment programme 1. Preparation of perspective plan for the district 2. Coordination of line departments and research institutions 3. Project report preparation for the selected key activities 4. Identification of training institutions and approval of training plan 5. Technology transfer 6. Coordination of infrastructure build up 7. Release of funds to banks 8. Providing	2. Infrastructure build up (including marketing support) based on the project report 3. Entrepreneurship development programme and skill development training based on the training plan approved by the district panchayat 4. Credit linkage 5. Monitoring of the programme at block level 6. Conduct of fairs and exhibitions at block panchayat level Wage employment 1. Capacity building to labour groups. 2. Preparation of	8. Issue of below poverty line certificate Organising and empowering the poor. 1. Formation of neighbourhood group/ self help group 2. Induce operation of thrift and credit 3. Credit linkage 4. Federating the groups at ward and grama panchayat level Anti Poverty Sub Plan Self employment programme
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Identifying the poor. 2. Implementation of self employment and Group Employment Schemes for the poor especially for women. 3. Providing community assets of continuing benefits to the poor.			
As per Activity Mapping	District	Identification of poor 1. Monitoring poverty 2. Information, Education, Communication 3. Orientation to elected representatives Organising and empowering the poor.			

	<p>1. Printing and supply of registers 2. Training in accounting to self help group 3. Coordination at district level.</p> <p>Anti Poverty Sub Plan</p> <p>Self employment programme</p> <p>1. Preparation of perspective plan for the district</p> <p>2. Coordination of line departments and research institutions</p> <p>3. Project report preparation for the selected key activities</p> <p>4. Identification of training institutions and approval of training plan</p> <p>5. Technology transfer</p> <p>6. Coordination of infrastructure build up</p> <p>7. Release of funds to banks</p> <p>8. Providing infrastructure to the existing training institutions/ setting up of the new institutions</p> <p>9. Fairs and exhibitions at district level</p> <p>10. Provide marketing support at district level. 11. Submission of periodical reports and obtaining subsequent instalments in the case of centrally sponsored schemes</p> <p>Wage employment</p> <p>1. Indicating the resources for each panchayat raj institutions, in respect of centrally sponsored scheme 2. Preparation of action plan for district panchayat from the shelf of project 3. Technical supervision and monitoring of the works executed by the block panchayat 4. Coordination of food grain distribution 5. Execution of works through labour groups registered with grama panchayat. 6. Submission of periodical reports and ensuring release of funds under centrally sponsored schemes.</p> <p>Basic minimum needs</p>	<p>infrastructure to the existing training institutions/ setting up of the new institutions</p> <p>9. Fairs and exhibitions at district level</p> <p>10. Provide marketing support at district level.</p> <p>11. Submission of periodical reports and obtaining subsequent instalments in the case of centrally sponsored schemes</p> <p>Wage employment</p> <p>1. Indicating the resources for each panchayat raj institutions, in respect of centrally sponsored scheme 2. Preparation of action plan for district panchayat from the shelf of project 3. Technical supervision and monitoring of the works executed by the block panchayat 4. Coordination of food grain distribution 5. Execution of works through labour groups registered with grama panchayat. 6. Submission of periodical reports and ensuring release of funds under centrally sponsored schemes.</p> <p>Basic minimum needs</p>	<p>action plan from the approved shelf of projects 3. Issue of administrative sanction. 4. Execution of works through the labour groups registered with grama panchayat 5. Technical supervision and monitoring of the works executed by the grama panchayat 6. Monitoring of food grain distribution</p> <p>Basic minimum needs</p> <p>1. House</p> <p>1. Awareness building 2. Mason training 3. Propagating appropriate technology 4. Providing plan assistance to grama panchayats. 5. Implementation of housing schemes under centrally sponsored schemes. 6. Dovetailing supplementary plan assistance with centrally sponsored schemes.</p> <p>2. House sites</p> <p>Providing plan assistance to grama panchayats.</p> <p>3. Sanitation</p> <p>A. Household latrine/ safe disposal of human excreta</p> <p>1. Capacity building. 2. Skill development for construction workers. 3. Technical support</p> <p>4. Setting up of Rural Sanitary Mats and Production Centres</p> <p>eta</p> <p>B. Disposal of solid and liquid waste at household level.</p>	<p>1. Identification of cluster groups</p> <p>2. Identification of activity group/prospective entrepreneurs</p> <p>3. Launching of micro enterprises</p> <p>4. Escort services</p> <p>Wage employment</p> <p>1. Identification of habitat/ location of labourers. 2. Formation of labour groups at habitat /ward level. 3. Registration of labour groups 4. Selection of beneficiaries for individual beneficiary programmes 5. Ascertaining lean season of each labour group. 6. Preparation of shelf of projects on the basis of the grama sabha proposal 7. Communicate approved shelf of projects to block panchayat and district panchayat 8. preparation of action plan for grama panchayat 9. Execution of work through labour groups. 10. Inspection of food grains distribution and muster roll of all works 11. Create community assets to get continuing benefit to the poor</p> <p>Basic minimum needs</p> <p>1. House</p> <p>1. Need assessment 2.</p>
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		<p>1. House</p> <p>1. Arranging credit linkage to grama panchayats which undertakes Total housing schemes. 2. Providing plan assistance to grama panchayats 3. Submission of periodical reports to Government of India for timely release of funds</p> <p>2. House sites</p> <p>Providing plan assistance to grama panchayats</p> <p>3. Sanitation</p> <p>A. Household latrine/ safe disposal of human excreta</p> <p>Technology dissemination.</p> <p>4. Drinking water</p> <p>Technical support.</p> <p>5. Electrification/ energy support</p> <p>Technical support</p>	<p>1. House</p> <p>1. Arranging credit linkage to grama panchayats which undertakes Total housing schemes. 2. Providing plan assistance to grama panchayats 3. Submission of periodical reports to Government of India for timely release of funds</p> <p>2. House sites</p> <p>Providing plan assistance to grama panchayats</p> <p>3. Sanitation</p> <p>A. Household latrine/ safe disposal of human excreta</p> <p>Technology dissemination.</p> <p>4. Drinking water</p> <p>Technical support.</p> <p>5. Electrification/ energy support</p> <p>Technical support</p>	<p>Providing technical assistance to grama panchayats.</p> <p>4. Drinking water</p> <p>Technical support</p>	<p>Planning 3. Preparation of inventory of houseless. 4. Validation of the inventory through neighbourhood groups/ self help groups/ community based organisations 5. Prioritisation by grama sabha. 6. Publication of final list. 7. Providing of list of beneficiaries to the required line departments and other agencies and timely updation 8. Annual revision of inventory 9. Execution of housing schemes. 10. Monitoring</p> <p>2. House sites</p> <p>1. Need assessment. 2. Plan preparation. 3. Identification of sites. 4. Purchase of land. 5. Selection of beneficiary through grama sabha</p> <p>3. Sanitation</p> <p>A. Household latrine/ safe disposal of human excreta</p> <p>1. Information, Education Communication for community awareness. 2. Need assessment. 3. Plan preparation. 4. Identification of beneficiaries through grama sabha. 5. Identification and arrangement of land for community structures where individual units are not possible. 6. Execution</p>
	Block	<p>Identification of poor</p> <p>Training</p> <p>Organising and empowering the poor. g to functionaries</p> <p>1. Capacity building 2. Grading of groups</p> <p>3. Administering revolving fund subsidy under Swarnajayanthi Grama Swarozgar Yojna</p> <p>Anti Poverty Sub Plan</p> <p>Self employment programme</p> <p>1. Identification of key activities/ enterprises opportunities and submission of list to the district panchayat</p> <p>2. Infrastructure build up (including marketing support) based on the project report</p> <p>3. Entrepreneurship development programme and skill development training based on the training plan approved by the district panchayat</p> <p>4. Credit linkage</p>			

	<p>5. Monitoring of the programme at block level</p> <p>6. Conduct of fairs and exhibitions at block panchayat level</p> <p>Wage employment</p> <p>1. Capacity building to labour groups. 2. Preparation of action plan from the approved shelf of projects 3. Issue of administrative sanction. 4. Execution of works through the labour groups registered with grama panchayat 5. Technical supervision and monitoring of the works executed by the grama panchayat 6. Monitoring of food grain distribution</p> <p>Basic minimum needs</p> <p>1. House</p> <p>1. Awareness building 2. Mason training 3. Propagating appropriate technology 4. Providing plan assistance to grama panchayats. 5. Implementation of housing schemes under centrally sponsored schemes. 6. Dovetailing supplementary plan assistance with centrally sponsored schemes.</p> <p>2. House sites</p> <p>Providing plan assistance to grama panchayats.</p> <p>3. Sanitation</p> <p>A. Household latrine/ safe disposal of human excreta</p> <p>1. Capacity building. 2. Skill development for construction workers. 3. Technical support 4. Setting up of Rural Sanitary Mats and Production Centres etc</p> <p>B. Disposal of solid and liquid waste at household level.</p> <p>Providing technical assistance to grama panchayats.</p>			<p>of schemes</p> <p>B. Disposal of solid and liquid waste at household level.</p> <p>1. Awareness building. 2. Need assessment. 3. Plan preparation 4. Execution of schemes. 5. Monitoring</p> <p>4. Drinking water</p> <p>1. Awareness building on safe drinking water, maintenance of sources, rational usage. 2. Community mobilisation 3. Need assessment 4. Preparation of plan. 5. Execution and monitoring</p> <p>5. Electrification/ energy support</p> <p>1. Identification of location/houses 2. Preparation of plan 3. Execution and monitoring. 4. Live demonstration of smokeless choolas</p>
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		4. Drinking water Technical support			
	Gram Panchayat	Identification of poor 1. Conduct of survey as per criteria 2. Analysis of survey forms and preparation of draft list 3. Publication of the draft list 4. Call for claims and objections through validation by neighbourhood groups, political parties and non governmental organisations 5. Settlement of claims and objections in the draft list 6. Presentation of the final draft before grama sabha for validation 7. Approval of the final list 8. Issue of below poverty line certificate Organising and empowering the poor. 1. Formation of neighbourhood group/ self help group 2. Induce operation of thrift and credit 3. Credit linkage 4. Federating the groups at ward and grama panchayat level Anti Poverty Sub Plan Self employment programme 1. Identification of cluster groups 2. Identification of activity group/prospective entrepreneurs 3. Launching of micro enterprises 4. Escort services Wage employment 1. Identification of habitat/ location of labourers. 2. Formation of labour groups at habitat /ward level. 3. Registration of labour groups 4. Selection of beneficiaries for individual beneficiary programmes 5. Ascertaining lean season of each labour group. 6. Preparation of shelf of projects on the basis of the grama sabha proposal 7. Communicate approved shelf of projects to block panchayat and district panchayat 8. preparation of action			

	<p>plan for grama panchayat 9. Execution of work through labour groups. 10. Inspection of food grains distribution and muster roll of all works 11. Create community assets to get continuing benefit to the poor</p> <p>Basic minimum needs</p> <p>1. House</p> <p>1. Need assessment 2. Planning 3. Preparation of inventory of houseless. 4. Validation of the inventory through neighbourhood groups/ self help groups/ community based organisations 5. Prioritisation by grama sabha. 6. Publication of final list. 7. Providing of list of beneficiaries to the required line departments and other agencies and timely updation 8. Annual revision of inventory 9. Execution of housing schemes. 10. Monitoring</p> <p>2. House sites</p> <p>1. Need assessment. 2. Plan preparation. 3. Identification of sites. 4. Purchase of land. 5. Selection of beneficiary through grama sabha</p> <p>3. Sanitation</p> <p>A. Household latrine/ safe disposal of human excreta</p> <p>1. Information, Education</p> <p>Communication for community awareness. 2. Need assessment. 3. Plan preparation. 4. Identification of beneficiaries through grama sabha. 5. Identification and arrangement of land for community structures where individual units are not possible. 6. Execution of schemes</p> <p>B. Disposal of solid and liquid waste at household level.</p> <p>1. Awareness building. 2. Need</p>			
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		<p>assessment. 3. Plan preparation 4. Execution of schemes. 5. Monitoring</p> <p>4. Drinking water</p> <p>1. Awareness building on safe drinking water, maintenance of sources, rational usage. 2. Community mobilisation 3. Need assessment 4. Preparation of plan. 5. Execution and monitoring</p> <p>5. Electrification/ energy support</p> <p>1. Identification of location/houses 2. Preparation of plan 3. Execution and monitoring. 4. Live demonstration of smokeless choola</p>			
As per Government Order	District	<p>G.O.245/2001/LAD-05/10/2001-about SGSY training expenditure</p> <p>8034/P.B.1/2001/LAD-23/10/2001-amendment to directions about undertaking renovation works of non inhabitable huts thatches</p> <p>G.O.297/2001/LAD-30/11/2001-directions about starting SGRY</p> <p>G.O.170/2002/LAD-10/10/2002-amendment to procedures concerning price& distribution of food grains-SGRY</p> <p>G.O.119/2003/LAD-29/03/2003-SGRY manner food grain distribution –wheat price confirmation</p> <p>G.O.317/2004/LAD-24/11/2004-SGRY operations-permission granting Block AE, DRDA assistant EE for giving technical sanction besides technical committees</p> <p>G.O.11/2005/LAD-05/01/2005-government permission to centrally directed schemes concerning urban infrastructure development</p> <p>G.O.20/2005/LAD-20/01/2005-PGY-directions to operations</p> <p>G.O.45/2006/LAD-30/01/2006-directions about conducting MGNREGA</p>			

		<p>in Palghat, Wayanad Districts 2210/D.P.1/2005/LAD (circular)- 24/02/2006-directions concerning special SGRY-special SGRY programs have to undertake if only sure about food grain availability G.O.68/2006/LAD-28/02/2006-directions about conducting MGNREGA in Palghat, Wayanad Districts through three tier Panchayats G.O.(R.T)15/99-Rural Development Department-07/01/99-Technical permission and recording measurement of centrally sponsored schemes and R.I.D.F operations – Clarification</p>			
	Block	<p>G.O.245/2001/LAD-05/10/2001-about SGSY training expenditure 8034/P.B.1/2001/LAD-23/10/2001- amendment to directions about undertaking renovation works of non inhabitable huts thatches G.O.297/2001/LAD-30/11/2001- directions about starting SGRY G.O.170/2002/LAD-10/10/2002- amendment to procedures concerning price& distribution of food grains-SGRY G.O.119/2003/LAD-29/03/2003-SGRY manner food grain distribution –wheat price confirmation G.O.317/2004/LAD-24/11/2004-SGRY operations-permission granting Block AE, DRDA assistant EE for giving technical sanction besides technical committees G.O.11/2005/LAD-05/01/2005- government permission to centrally directed schemes concerning urban infrastructure development G.O.20/2005/LAD-20/01/2005-PGY- directions to operations</p>			

		<p>G.O.45/2006/LAD-30/01/2006-directions about conducting MGNREGA in Palghat, Wayanad Districts</p> <p>2210/D.P.1/2005/LAD (circular)-24/02/2006-directions concerning special SGRY-special SGRY programs have to undertake if only sure about food grain availability</p> <p>G.O68/2006/LAD-28/02/2006-directions about conducting MGNREGA in Paghat, Wayanad Daistricts through three tier Panchyaths</p> <p>G.O.(R.T)15/99-Rural Development Department-07/01/99-Technical permission and recording measurement of centrally sponsored schemes and R.I.D.F operations – Clarification</p>			
	Gram Panchayat	<p>G.O.245/2001/LAD-05/10/2001-about SGSY training expenditure</p> <p>8034/P.B.1/2001/LAD-23/10/2001-amendment to directions about undertaking renovation works of non inhabitable huts thatches</p> <p>G.O.297/2001/LAD-30/11/2001-directions about starting SGRY</p> <p>G.O.170/2002/LAD-10/10/2002-amendment to procedures concerning price& distribution of food grains-SGRY</p> <p>G.O.119/2003/LAD-29/03/2003-SGRY manner food grain distribution –wheat price confirmation</p> <p>G.O.317/2004/LAD-24/11/2004-SGRY operations-permission granting Block AE, DRDA assistant EE for giving technical sanction besides technical committees</p> <p>G.O.11/2005/LAD-05/01/2005-government permission to centrally directed schemes concerning urban infrastructure development</p>			

		<p>G.O.20/2005/LAD-20/01/2005-PGY- directions to operations</p> <p>G.O.45/2006/LAD-30/01/2006- directions about conducting MGNREGA in Palghat, Wayanad Districts</p> <p>2210/D.P.1/2005/LAD (circular)- 24/02/2006-directions concerning special SGRY-special SGRY programs have to undertake if only sure about food grain availability</p> <p>G.O.68/2006/LAD-28/02/2006-directions about conducting MGNREGA in Palghat, Wayanad Districts through three tier Panchayaths</p> <p>G.O.(R.T)15/99-Rural Development Department-07/01/99-Technical permission and recording measurement of centrally sponsored schemes and R.I.D.F operations – Clarification</p>			
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Subject: **Education, Including Primary and Secondary Schools**

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Management of Government high schools (including Lower and Upper Primary Schools attached to high schools). 2. Management of Government Higher Secondary schools. 3. Management of Government Technical Schools.	1.Expansion and development of educational facilities Assess the requirements and gaps as to the infrastructural facilities in upper primary schools, high schools, secondary schools and vocational higher secondary schools and plan in a systematic way to ensure required	Management of Government Industrial Training Institutions	1.Expansion and development of educational facilities Assess the requirements and shortages of the existing infrastructure facilities in the primary and pre-primary schools and plan in a systematic way to ensure required facilities. 2.Dismantling and auctioning off all the old

As per Activity Mapping		<p>4. Management of Government Vocational Training Centres and Polytechnics.</p> <p>5. Management of government Vocational Higher Secondary Schools.</p> <p>6. Management of District Institute for Education and Training.</p> <p>7. Co-ordination of centrally and state sponsored programmes related to education.</p>	<p>facilities.</p> <p>2.Dismantling and auctioning off all the old dilapidated and ramshackled structures</p> <p>Take timely action that all the collapsible structures in upper primary schools, high and training schools, higher secondary schools are dismantled/ removed/auctioned off arresting human tragedy.</p> <p>3.Sanitation, health and drinking water facilities</p> <p>Assess the genuine needs of toilets and drinking water facilities among the upper primary, high schools, higher secondary schools, and vocational higher secondary schools and prioritise theme to create a clean and hygienic environment. Adopt, user friendly and cost effective rural technology in this domain</p>		<p>dilapidated and ramshackled structures</p> <p>Take timely action in such a manner that the buildings of lower primary schools are not collapsed creating human tragedy. Also take steps to auction off structures saving sufficient quantum of money, paying attention to their re-use.</p> <p>3.Sanitation, health and drinking water facilities</p> <p>Assess the genuine needs of toilets and drinking water facilities among the lower primary schools and prioritise theme to create a clean and hygienic environment. Adopt user friendly and cost effective rural technology in this domain.</p> <p>4.Quality improvement</p> <p>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in lower primary schools 2. Frame out strategies and facilities to ensure universal enrolment and retention avoiding dropouts. 3. Exercise a constant vigil on regular attendance of teachers and students in the class room and take remedial action 4. Ensure timely disbursement of</p>
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: Management of Government Industrial Training Institutions			
	Gram Panchayat	<p>It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule:</p> <p>1. Management of Government Pre-primary Schools and Primary Schools.</p> <p>2. Implementation of literacy programmes.</p> <p>3. Management and promotion of reading rooms and libraries</p>	<p>Assess the genuine needs of toilets and drinking water facilities among the upper primary, high schools, higher secondary schools, and vocational higher secondary schools and prioritise theme to create a clean and hygienic environment. Adopt, user friendly and cost effective rural technology in this domain</p> <p>4.Quality improvement</p> <p>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in upper primary, high and training schools and</p>		
	District	<p>1.Expansion and development of educational facilities</p> <p>Assess the requirements and gaps as to the infrastructural facilities in upper primary schools, high schools, secondary schools and vocational higher secondary schools and plan in a systematic way to ensure required facilities.</p> <p>2.Dismantling and auctioning off all the old dilapidated and ramshackled structures</p> <p>Take timely action that all the collapsible structures in upper primary schools, high</p>	<p>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in upper primary, high and training schools and</p>		

	<p>and training schools, higher secondary schools are dismantled/ removed/auctioned off arresting human tragedy.</p> <p>3.Sanitation, health and drinking water facilities</p> <p>Assess the genuine needs of toilets and drinking water facilities among the upper primary, high schools, higher secondary schools, and vocational higher secondary schools and prioritise theme to create a clean and hygienic environment. Adopt, user friendly and cost effective rural technology in this domain</p> <p>4.Quality improvement</p> <p>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in upper primary, high and training schools and higher secondary schools 2. Supervise and monitor teacher's attendance and pupils" attendance arresting dropouts 3. Ensure and encourage academic innovativeness and experimentation 4. Convergence of agencies and organisations inclusive of non governmental organisations working in the academic/ educational institutions. 5. Chalk out programmes for teacher's empowerment 6. Chalk out schemes/ projects aimed at teaching of remediation paying special attention to the disadvantaged and otherwise abled. 7. Implement interventions aimed at gender empowerment 8. Implement special enrichment programmes for Scheduled Caste/Scheduled Tribe children. 9. Pilot research and evaluation studies and highlight commendable academic achievements 10.Ensure speedy and</p>	<p>higher secondary schools</p> <p>2. Supervise and monitor teacher's attendance and pupils" attendance arresting dropouts 3. Ensure and encourage academic innovativeness and experimentation 4. Convergence of agencies and organisations inclusive of non governmental organisations working in the academic/ educational institutions. 5. Chalk out programmes for teachers empowerment 6. Chalk out schemes/ projects aimed at teaching of remediation paying special attention to the disadvantaged and otherwise abled. 7. Implement interventions aimed at gender empowerment 8. Implement special enrichment programmes for Scheduled Caste/Scheduled Tribe children. 9. Pilot research and evaluation studies and highlight commendable academic achievements 10.Ensure speedy and timely disbursement of scholarships, lump sum grant and other benefits</p>	<p>scholarships and grants 5. Provide regularly mid day meals to the needy (with flexibility in regard to the nutrient content of the food stuff) 6. Providing free study materials to the needy.</p> <p>5.Placement of academic personnel</p> <p>Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training</p> <p>Render assistance in imparting training to teachers.</p> <p>7.Institutional plan</p> <p>Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in lower primary schools</p> <p>8. Information and Communication Technology.</p> <p>Steps to be taken for the universalisation of Information and Communication Technology in classrooms in lower primary schools</p> <p>9. Environmental improvement.</p> <p>Put into motion in lower primary schools activities aimed at beautification of schools with an up-thrust</p>
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	<p>timely disbursement of scholarships, lump sum grant and other benefits to eligible children</p> <p>11. Ensure noon feeding to the children in consistent and regular way avoiding delay and default in providing cooking, transportation and condiments charges to the heads of the school</p> <p>12. Supply of study materials</p> <p>13. Timely supply of teacher's handbooks, teaching aids etc. proportionate to the number of children</p> <p>14. Provide parental sensitisation on education</p> <p>15. Pilot and put into motion a preventive mechanism, ensuring children's right to education, where chronic ailments of parents/ foster parents, untimely death/ disaster befalling on the parents or suicide on the part of parents, prevent on the same to them.</p> <p>16. Take steps for sustaining traditional art forms, core values inherent among the children or their family or in their environment that promotes a cultural identity and continuity enriching a cultural curriculum transaction</p> <p>17. Evolve a district specific mechanism to share best practices</p> <p>5.Placement of academic personnel Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training Render assistance in imparting training to teachers.</p> <p>7.Institutional plan Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in upper primary, high schools, and higher secondary schools.</p>	<p>to eligible children</p> <p>11. Ensure noon feeding to the children in consistent and regular way avoiding delay and default in providing cooking, transportation and condiments charges to the heads of the school</p> <p>12. Supply of study materials</p> <p>13. Timely supply of teachers handbooks, teaching aids etc. proportionate to the number of children</p> <p>14. Provide parental sensitisation on education</p> <p>15. Pilot and put into motion a preventive mechanism, ensuring children's right to education, where chronic ailments of parents/ foster parents, untimely death/ disaster befalling on the parents or suicide on the part of parents, prevent on the same to them.</p> <p>16. Take steps for sustaining traditional art forms, core values inherent among the children or their family or in their environment that promotes a cultural identity and continuity enriching a cultural curriculum transaction</p>	<p>on generating an aesthetic sense among the taught.</p> <p>10. Melas (Festivals Meet etc.) Assist in organising and holding school level Balakalolsavam in lower primary schools</p>
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		<p>8. Information and Communication Technology. Steps to be taken for the universalisation of Information and Communication Technology in classrooms in upper primary, high schools, higher secondary schools.</p> <p>9. Environmental improvement. Put into motion in upper primary, high schools, higher secondary schools. Activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught.</p> <p>10. Melas (Festivals Meet etc.) Monitor the conduct of festivals in upper primary, high schools, higher secondary schools and extending assistance needed</p>	<p>17. Evolve a district specific mechanism to share best practices</p> <p>5.Placement of academic personnel Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training Render assistance in imparting training to teachers.</p> <p>7.Institutional plan Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in upper primary, high schools, higher secondary schools.</p>		
	Block	Management of Government Industrial Training Institutions			
	Gram Panchayat	<p>1.Expansion and development of educational facilities Assess the requirements and shortages of the existing infrastructure facilities in the primary and pre-primary schools and plan in a systematic way to ensure required facilities.</p> <p>2.Dismantling and auctioning off all the old dilapidated and ramshackled structures Take timely action in such a manner that the buildings of lower primary schools are not collapsed creating human tragedy. Also take steps to auction off structures saving sufficient quantum of money, paying attention to their re-use.</p> <p>3.Sanitation, health and drinking water facilities Assess the genuine needs of toilets and drinking water facilities among the lower primary schools and prioritise theme to</p>	<p>17. Evolve a district specific mechanism to share best practices</p> <p>8. Information and Communication Technology. Steps to be taken for the universalisation of Information and Communication Technology in classrooms in upper primary, high schools, higher secondary schools.</p> <p>9. Environmental improvement. Put into motion in upper primary, high schools, higher secondary schools. Activities aimed</p>		

	<p>create a clean and hygienic environment. Adopt user friendly and cost effective rural technology in this domain.</p> <p>4.Quality improvement</p> <p>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in lower primary schools 2. Frame out strategies and facilities to ensure universal enrolment and retention avoiding dropouts. 3. Exercise a constant vigil on regular attendance of teachers and students in the class room and take remedial action 4. Ensure timely disbursement of scholarships and grants 5. Provide regularly mid day meals to the needy (with flexibility in regard to the nutrient content of the food stuff) 6. Providing free study materials to the needy.</p> <p>5.Placement of academic personnel</p> <p>Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training</p> <p>Render assistance in imparting training to teachers.</p> <p>7.Institutional plan</p> <p>Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in lower primary schools</p> <p>8. Information and Communication Technology.</p> <p>Steps to be taken for the universalisation of Information and Communication Technology in classrooms in lower primary schools</p> <p>9. Environmental improvement.</p> <p>Put into motion in lower primary schools</p>	<p>at beautification of schools with an up-thrust on generating an aesthetic sense among the taught.</p> <p>10. Melas (Festivals Meet etc.)</p> <p>Monitor the conduct of festivals in upper primary, high schools, higher secondary schools and extending assistance needed</p>		
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		activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught. 10. Melas (Festivals Meet etc.) Assist in organising and holding school level Balakalolsavam in lower primary schools			
As per Government Order	District	GO/21948/P3/98-02/06/1998- The Local Administrative Bodies have to Purchase materials for construction works done by PTA GO/36192/DP1/2004/LAD(Circular)-14/08/2004-Details about the fund for SSA- Local Administrative Bodies GO/6352/DP1/2006/LAD(Circular)-24/02/2006-The instruction about the school library renovation project implement in UP/High School GO/20314/DP1/2006/LAD(Circular)-01/06/2006-The instruction about the finalization of SSA project 2006-07 and for the smooth performance of the project 9484/P.1/2007/LAD (circular)-22/03/2008- direction to allow maintenance fund for purchase of school laboratory equipments 55239/D.A.1/2008/LAD (circular)-28/08/2008- directions for purchasing computers in schools 65822/D.A.1/2007/LAD (circular)-30/10/2007-giving duty to high school headmasters for implementing Gram Panchayat Project who have responsible of lower primary/ upper primary departments. G.O.46/2008/LAD 16/02/2008-directions for providing extra shares to expenditure of constructing school buildings under SSA			
	Block	GO/21948/P3/98-02/06/1998- The Local			

		<p>Administrative Bodies have to Purchase materials for construction works done by PTA</p> <p>GO/36192/DP1/2004/LAD(Circular)-14/08/2004-Details about the fund for SSA- Local Administrative Bodies</p> <p>GO/6352/DP1/2006/LAD(Circular)-24/02/2006-The instruction about the school library renovation project implement in UP/High School</p> <p>GO/20314/DP1/2006/LAD(Circular)-01/06/2006-The instruction about the finalization of SSA project 2006-07 and for the smooth performance of the project</p> <p>9484/P.1/2007/LAD (circular)-22/03/2008- direction to allow maintenance fund for purchase of school laboratory equipments</p> <p>55239/D.A.1/2008/LAD (circular)-28/08/2008- directions for purchasing computers in schools</p> <p>65822/D.A.1/2007/LAD (circular)-30/10/2007-giving duty to high school headmasters for implementing Gram Panchayat Project who have responsible of lower primary/ upper primary departments.</p> <p>G.O.46/2008/LAD 16/02/2008-directions for providing extra shares to expenditure of constructing school buildings under SSA</p>			
	Gram Panchayat	<p>GO/21948/P3/98-02/06/1998- The Local Administrative Bodies have to Purchase materials for construction works done by PTA</p> <p>GO/36192/DP1/2004/LAD(Circular)-14/08/2004-Details about the fund for SSA- Local Administrative Bodies</p> <p>GO/6352/DP1/2006/LAD(Circular)-24/02/2006-The instruction about the</p>			

		<p>school library renovation project implement in UP/High School GO/20314/DP1/2006/LAD(Circular)-01/06/2006-The instruction about the finalization of SSA project 2006-07 and for the smooth performance of the project 9484/P.1/2007/LAD(circular)-22/03/2008- direction to allow maintenance fund for purchase of school laboratory equipments 55239/D.A.1/2008/LAD (circular)-28/08/2008- directions for purchasing computers in schools 65822/D.A.1/2007/LAD (circular)-30/10/2007-giving duty to high school headmasters for implementing Gram Panchayat Project who have responsible of lower primary/ upper primary departments. G.O.46/2008/LAD 16/02/2008-directions for providing extra shares to expenditure of constructing school buildings under SSA</p>			
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Subject: Technical Training & Vocational Education

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Management of Government high schools (including Lower and Upper Primary Schools attached to high schools). 2. Management of Government Higher Secondary schools.	i. Administration of government commercial institutes and tailoring and garment making training centres Control and management of tailoring and garment making institutes ii. Control and management of literacy centres	Establishment and maintenance of libraries Extend assistance for maintenance and functioning of libraries	i. Control and management of literacy centres 1. Pilot the literacy activities in the district 2. Posting of literacy personnel at the centres and the districts 3. Function as an apex body of grass root level of literacy programmes and

As per Activity Mapping		3. Management of Government Technical Schools. 4. Management of Government Vocational Training Centres and Polytechnics. 5. Management of government Vocational Higher Secondary Schools. 6. Management of District Institute for Education and Training. 7. Co-ordination of centrally and state sponsored programmes related to education.	1. Control, manage and monitor the literacy centres. 2. Provide learning materials to the neo literates 3. Launch concerted campaign against neo literates relapsing into literacy 4. Empower the neo literates by generating income earning avenues 5. Empower the neo-literates to participate in movements pertaining to civil rights, gender equity, alcoholism, dowrism etc.		centres 4. Monitor the equalisation of examinations 5. Provide avenues and incentives for post literacy higher education programmes through distance education mode ii.Establishment and maintenance of libraries 1. Establish and maintain libraries. 2. Upkeep of libraries. 3. Raise quantifiable resource for the sustenance of the libraries. 4. Subscribe for dailies and periodicals according to availability of funds.
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: Management of Government Industrial Training Institutions			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Management of Government Pre-primary Schools and Primary Schools. 2. Implementation of literacy programmes. 3. Management and promotion of reading rooms and libraries.			
	District	i. Administration of government commercial institutes and tailoring and garment making training centres Control and management of tailoring and garment making institutes ii. Control and management of literacy centres 1. Control, manage and monitor the literacy centres. 2. Provide learning			

		materials to the neo literates 3. Launch concerted campaign against neo literates relapsing into literacy 4. Empower the neo literates by generating income earning avenues 5. Empower the neo-literates to participate in movements pertaining to civil rights, gender equity, alcoholism, dowrism etc.			
	Block	Establishment and maintenance of libraries Extend assistance for maintenance and functioning of libraries			
	Gram Panchayat	i. Control and management of literacy centres 1. Pilot the literacy activities in the district 2. Posting of literacy personnel at the centres and the districts 3. Function as an apex body of grass root level of literacy programmes and centres 4. Monitor the equalisation of examinations 5. Provide avenues and incentives for post literacy higher education programmes through distance education mode ii. Establishment and maintenance of libraries 1. Establish and maintain libraries. 2. Upkeep of libraries. 3. Raise quantifiable resource for the sustenance of the libraries. 4. Subscribe for dailies and periodicals according to availability of funds.			
As per Governm ent Order	District	GO(General)/4053/2005/LAD-04/10/2005-Pre-Recruitment Centre has been recognised as a centre to give training for army recruitment GO(Genral)/1576/2006/LAD-04/07/2006-Pre-Recruitment Centre has been recognised as a centre to give training for the recruitment of			

		paramilitary forces GO(TR)/2929/2005/LAD-25/07/2005- Recognition of Akshaya E-Vidya Course			
	Block	GO(General)/4053/2005/LAD- 04/10/2005-Pre-Recruitment Centre has been recognised as a centre to give training for army recruitment GO(General)/1576/2006/LAD- 04/07/2006-Pre-Recruitment Centre has been recognised as a centre to give training for the recruitment of paramilitary forces GO(TR)/2929/2005/LAD-25/07/2005- Recognition of Akshaya E-Vidya Course			
	Gram Panchayat	GO(General)/4053/2005/LAD- 04/10/2005-Pre-Recruitment Centre has been recognised as a centre to give training for army recruitment GO(General)/1576/2006/LAD- 04/07/2006-Pre-Recruitment Centre has been recognised as a centre to give training for the recruitment of paramilitary forces GO(TR)/2929/2005/LAD-25/07/2005- Recognition of Akshaya E-Vidya Course			

Subject: Cultural Activities

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: Construction of stadia.	Encouraging the activities of arts and culture. (i) Protecting and reviving cultural heritage which are almost extinct (ii) Assisting and protecting poor and	Encouraging the activities of arts and culture. (i) Protecting and reviving cultural heritage which are almost extinct (ii) Assisting and protecting poor and	Encouraging the activities of arts and culture. (i) Protecting and reviving cultural heritage which are almost extinct (ii)

As per Activity Mapping	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule:	indigent artists (iii) Construct and maintain cultural centres, community halls, open air theatres etc. The rare items of arts and cultural symbols be copied in compact disc.	indigent artists (iii) Construct and maintain cultural centres, community halls, open air theatres etc. Organise fairs, festivals and youth festivals Organise melas and festivals with the cooperation of grama panchayats	Assisting and protecting poor and indigent artists (iii) Construct and maintain cultural centres, community halls, open air theatres etc 1. Identify arts and culture forms which are in the brink of ruin and revive them with the active assistance of artists of respective field. 2. Arrange for extending financial assistance to artists 3. Assist the artists who are disadvantaged to get financial assistance by liaising with agencies responsible for art and culture
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Construction of playgrounds. 2. Establishment of Cultural Centres	Organise fairs, festivals and youth festivals 1. Organise district level melas and festivals. 2. Best performing artists may be recognised at district level	Maintenance of religious harmony Institute award for grama panchayat with best track record of religious harmony every year	1. Identify arts and culture forms which are in the brink of ruin and revive them with the active assistance of artists of respective field. 2. Arrange for extending financial assistance to artists 3. Assist the artists who are disadvantaged to get financial assistance by liaising with agencies responsible for art and culture
	District	Encouraging the activities of arts and culture. (i) Protecting and reviving cultural heritage which are almost extinct (ii) Assisting and protecting poor and indigent artists (iii) Construct and maintain cultural centres, community halls, open air theatres etc. The rare items of arts and cultural symbols be copied in compact disc. Organise fairs, festivals and youth festivals 1. Organise district level melas and festivals. 2. Best performing artists may be recognised at district level Maintenance of religious harmony Institute award for grama panchayat with best track record of religious harmony every year Monuments for historically important/ outstanding persons Publish district directory of monuments and historically important persons Encourage reading habit 1. Institute award to outstanding libraries in the district. 2. Organise half yearly meetings of libraries in the district for coordination of library	Maintenance of religious harmony Institute award for grama panchayat with best track record of religious harmony every year Monuments for historically important/ outstanding persons Publish district directory of monuments and historically important persons Encourage reading habit 1. Institute award to outstanding libraries in the district. 2. Organise half yearly meetings of libraries in the district for coordination of library activities. 3. Oversee the functions of libraries Measures for protection of heritage 1. Documentation of monuments of archaeological importance at district level and its publication. 2. Undertake awareness campaign on	Monuments for historically important/ outstanding persons Encourage reading habit Organise sports melas with the assistance of local organisations in sports field Play grounds Environmental protection Use of modern technology	4. Arrange for the maintenance and upkeep of the structure by providing adequate funds in the budget Organise fairs, festivals and youth festivals Organise locally relevant and important festivals through community participation Maintenance of religious harmony 1. Set up permanent committees giving representation to leaders of various religions/ communities. 2. Conduct seminars. 3. Observe

		<p>activities. 3. Oversee the functions of libraries</p> <p>Measures for protection of heritage</p> <p>1. Documentation of monuments of archaeological importance at district level and its publication. 2. Undertake awareness campaign on conservation of heritage</p> <p>Promotion of sports activities</p> <p>Organise district level sports events and competitions</p> <p>Play grounds</p> <p>1. Representation of district panchayat in the activities of sports council to be ensured. 2. Adopt sports men at district level</p> <p>Environmental protection</p> <p>1. Prepare and publish details of necessity of protection of environment. 2. Initiate action against those who cause damages to environment</p> <p>Use of modern technology</p> <p>Extend financial support to eligible talented artists for their education</p>	<p>conservation of heritage</p> <p>Promotion of sports activities</p> <p>Organise district level sports events and competitions</p> <p>Play grounds</p> <p>1. Representation of district panchayat in the activities of sports council to be ensured. 2. Adopt sports men at district level</p> <p>Environmental protection</p> <p>1. Prepare and publish details of necessity of protection of environment. 2. Initiate action against those who cause damages to environment</p> <p>Use of modern technology</p> <p>Extend financial support to eligible talented artists for their education</p>		<p>religious harmony day. 4. Organise religious harmony pledge taking ceremonies</p> <p>Monuments for historically important/ outstanding persons</p> <p>1. Construct monuments and maintain them. 2. Organise annual memorial meetings</p> <p>Encourage reading habit</p> <p>1. Establish rural libraries and reading rooms 2. Extend financial assistance to cultural organisations to set up libraries and for the purchase of books. 3. Organise book/ reading day</p> <p>Measures for protection of heritage</p> <p>1. Find archival documents, places and archaeological monuments and take steps for their protection. 2. Prepare history of the village/ grama panchayat</p> <p>Promotion of sports activities</p> <p>1. Integrate sports activities ensuring support of State Sports Council and educational institutions. 2. Organise rural sports events. 3. Recognition of sports clubs/associations</p>
	Block	<p>Encouraging the activities of arts and culture. (i) Protecting and reviving cultural heritage which are almost extinct (ii) Assisting and protecting poor and indigent artists (iii) Construct and maintain cultural centres, community halls, open air theatres etc.</p> <p>Organise fairs, festivals and youth festivals</p> <p>Organise melas and festivals with the cooperation of grama panchayats</p> <p>Maintenance of religious harmony</p> <p>Monuments for historically important/ outstanding persons</p> <p>Encourage reading habit</p>			

		Measures for protection of heritage Promotion of sports activities Organise sports melas with the assistance of local organisations in sports field Play grounds Environmental protection Use of modern technology			Play grounds Establish and maintain play fields and grounds Environmental protection 1. Data collection pertaining to sector. 2. Observe rural environmental protection day. 3. Enforcing legal provisions Use of modern technology Find out talented artists and arrange for free education
	Gram Panchayat	Encouraging the activities of arts and culture. (i) Protecting and reviving cultural heritage which are almost extinct (ii) Assisting and protecting poor and indigent artists (iii) Construct and maintain cultural centres, community halls, open air theatres etc 1. Identify arts and culture forms which are in the brink of ruin and revive them with the active assistance of artists of respective field. 2. Arrange for extending financial assistance to artists 3. Assist the artists who are disadvantaged to get financial assistance by liaising with agencies responsible for art and culture 4. Arrange for the maintenance and upkeep of the structure by providing adequate funds in the budget Organise fairs, festivals and youth festivals Organise locally relevant and important festivals through community participation Maintenance of religious harmony 1. Set up permanent committees giving representation to leaders of various religions/ communities. 2. Conduct seminars. 3. Observe religious harmony day. 4. Organise religious harmony pledge taking ceremonies			

		Monuments for historically important/ outstanding persons 1. Construct monuments and maintain them. 2. Organise annual memorial meetings Encourage reading habit 1. Establish rural libraries and reading rooms 2. Extend financial assistance to cultural organisations to set up libraries and for the purchase of books. 3. Organise book/ reading day Measures for protection of heritage 1. Find archival documents, places and archaeological monuments and take steps for their protection. 2. Prepare history of the village/ grama panchayat Promotion of sports activities 1. Integrate sports activities ensuring support of State Sports Council and educational institutions. 2. Organise rural sports events. 3. Recognition of sports clubs/associations Play grounds Establish and maintain play fields and grounds Environmental protection 1. Data collection pertaining to sector. 2. Observe rural environmental protection day. 3. Enforcing legal provisions Use of modern technology Find out talented artists and arrange for free education			
As per Government Order	District				
	Block				
	Gram Panchayat				

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule. 1. Management of district hospitals with all systems of medicines. 2. Setting up of centres for the care of special categories of handicapped and mentally disabled people. 3. Co-ordination of centrally and state sponsored programmes at district level.	Management of District Hospital	Management of Community Health Centres	Management of Primery Health Centres, Implementation of Sanitation Programme and Waist management
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule. Running of community health centres and Taluk Hospitals with all systems of medicine within the Block Panchayat			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Running of dispensaries, Primary Health Centres and Sub-centres (with all systems of medicines.) 2. Management of maternity and Child Welfare Centres. 3. Carry out immunisation and other preventive measures. 4. Implementation of family welfare programme. 5. Implementation of sanitation			

		programmes. Maintenance of common dispensaries, child welfare centres, etc.- Subject to the provisions of this Act and the rules made there under, a village panchayat or two or more village panchayats together may establish and maintain common dispensaries, child welfare centres and institutions of such other kind as may be specified by the Government.			
As per Activity Mapping	District	1. Management of hospitals/ dispensaries / primary health centres Day to day management of district hospitals under all streams. 2.Administrative Matters Filling up of vacancy Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available. 3.Sanctioning of leave i. Casual leave and other leave where alternate arrangements are not needed. ii. Long leave where alternate arrangements are needed iii. Transfer of Employees To be sanctioned by President in the case of head of institution 4. Procurement of equipment and drugs Purchase drugs / equipment on the basis of approved list and rates. 5. Construction and maintenance of buildings. i. Maintenance and repair of existing buildings, ii. Construction of buildings for the hospitals under all streams 6.Reporting and monthly programme meeting			

		<p>To be convened under the Chairman ship of Standing Committee Chairman</p> <p>7. Epidemic management 1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Health education.</p> <p>8.National programmes Coordinate state / national level programmes at district level and provide additional support.</p> <p>9.Laboratory and investigation services 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment and other prerequisites for the laboratories.</p> <p>10.Family welfare activities i. Promotion ii. Implementation iii. Follow-up iv. School health programme Promote school health programmes with emphasis on environmental aspects</p> <p>11.Bio medical waste management In accordance with the provisions laid down in Bio Medical Waste Handling Rules</p>			
	Block	<p>1.Management of hospitals/ dispensaries / primary health centres Day to day management and monitoring of community health centres/ taluk headquarters hospitals and other institutions under ayurveda and homoeo.</p> <p>2.Administrative Matters Filling up of vacancy Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available.</p>			

	<p>3.Sanctioning of leave</p> <p>i. Casual leave and other leave where alternate arrangements are not needed.</p> <p>ii. Long leave where alternate arrangements are needed</p> <p>iii. Transfer of Employees</p> <p>To be sanctioned by President in the case of head of institution</p> <p>4.Procurement of equipment and drugs</p> <p>Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of buildings.</p> <p>1.Maintenance and repair of existing buildings, 2.Construction of buildings for the hospitals under all streams</p> <p>6.Reporting and monthly programme meeting</p> <p>To be convened under the Chairmanship of President/ Standing Committee</p> <p>Chairman</p> <p>7.Clinics</p> <p>Special clinics like adolescent clinics, diabetes and hypertension clinics, geriatric clinics to be organised</p> <p>8.Curative and preventive aspects Out Patient, In Patient issues</p> <p>1. In patient facilities to be made available in community health centres / taluk hospitals. 2. Strengthen emergency care services.</p> <p>9.Epidemic management</p> <p>1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Health education.</p> <p>10.National programmes</p> <p>Additional support for conduct of national programmes for motivation and</p>			
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		<p>mobilisation of clients.</p> <p>11.Preventive aspects 1. Periodic epidemiological surveys and health need assessment 2. Preventive measures like immunisation / vaccination.</p> <p>12.Laboratory and investigation services 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment and other prerequisites for the laboratories.</p> <p>13.Family welfare activities i. Promotion ii. Implementation iii. Follow-up iv. School health programme Promotional activities for mother and child health and family planning Periodical review of progress</p> <p>14.Bio medical waste management In accordance with the provisions laid down in Bio Medical Waste Handling Rules</p>			
	Gram Panchayat	<p>1.Management of hospitals/ dispensaries / primary health centres Day to day management and monitoring of primary health centres and sub centres, government ayurveda and government homoeo dispensaries</p> <p>2.Administrative Matters Filling up of vacancy Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available.</p> <p>3.Sanctioning of leave i. Casual leave and other leave where alternate arrangements are not needed. ii. Long leave where alternate</p>			

		<p>arrangements are needed</p> <p>iii. Transfer of Employees To be sanctioned by President in the case of head of institution</p> <p>4.Procurement of equipment and drugs Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of buildings. 1. Maintenance and repair of existing buildings, 2. Construction of buildings for health centres and dispensaries.</p> <p>6.Reporting and monthly programme meeting To be convened under the Chairmanship of President/</p> <p>7.Health Standing Committee Chairman Sub centres</p> <p>i. Acquisition of land</p> <p>ii. Construction and maintenance of sub centre</p> <p>iii. Rent of sub centre</p> <p>iv. Redefining function and additional work of staff</p> <p>v. Supervision of Junior Health Inspector/ Junior 8.Public Health Nurse Identify land for construction of sub centre. Construction and maintenance of sub centre Provide from the grama panchayat fund Participation of health related programmes under the guidance of Medical Officer</p> <p>1. Regularity of work; 2. Quality of service delivery Public interaction assessed</p> <p>9.Clinics Special clinics like adolescent clinics, diabetes and hypertension clinics,</p>			
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	<p>geriatric clinics to be organised</p> <p>10.Curative and preventive aspects Out Patient, In Patient issues</p> <ol style="list-style-type: none"> 1. Primary health centres with out patient service and public health activities. 2. Strengthen the out patient services and special clinics. <p>11.Epidemic management</p> <ol style="list-style-type: none"> 1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Reporting of outbreak of epidemics. 6. Health education. <p>12.National programmes</p> <p>Additional support for conduct of national programmes for motivation and mobilisation of clients.</p> <p>13.Preventive aspects</p> <ol style="list-style-type: none"> 1. Periodic epidemio logical surveys and health need assessment 2. Preventive measures like immunisation / vaccination. <p>14.Laboratory and investigation services</p> <ol style="list-style-type: none"> 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment and other prerequisites for the laboratories. <p>15.Family welfare activities</p> <ol style="list-style-type: none"> i. Promotion ii. Implementation iii. Follow-up iv. School health programme <p>Promotional activities for mother and child health and family planning</p> <p>Supportive role</p> <p>Periodical review of progress</p> <p>Promote school health programmes with</p>			
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		emphasis on environmental aspects 16.Bio medical waste management In accordance with the provisions laid down in Bio Medical Waste Handling Rules			
As per Government Order	District	GO(P)184/99/27/09/1999LGS-To handover the District Hospitals to the District Panchayat GO(General)2044/2005/LGS-20/05/2005-The permission to conduct the developmental activities of the Malappuram District Hospital through the Malappuram District Hospital Welfare Council G.O.38/2003/LAD-03/02/2003-Clean Kerala Project-directions to functioning G.O.264/2003/LAD-01/09/2003-prohibition of plastic carry bags below 30microne G.O. 144/2004/LAD-03/04/2004- Clean Kerala Project-appointing donors G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors. G.O.1875/2005/LAD-09/05/2005-recognition for Clean Kerala Mission as agency for giving technical consent to solid waste management projects G.O3682/2005/LAD-27/08/2005-selecting and giving directions to institutions/organisations for solid waste management awareness campaigns 26139/P3/LAD (circular)-17/06/1999-regulation for giving duty to medical officers regarding non hospital services G.O.71/2008/LAD-12/03/2008-Proceedures to purchase Allopathy medicines by Maintenance Fund 45201/D.C.1/2008/LAD-30/06/2008-giudelines about giving technical			

		<p>approval to Solid waste projects G.O.(M.S)36/98/Department of Rural Development -30/12/1998- Formation of Total Sanitation Health Mission 15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C/99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines</p>			
	Block	<p>G.O.38/2003/LAD-03/02/2003-Clean Kerala Project-directions to functioning G.O.264/2003/LAD-01/09/2003-prohibition of plastic carry bags below 30microne G.O. 144/2004/LAD-03/04/2004- Clean Kerala Project-appointing donors G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors. G.O.1875/2005/LAD-09/05/2005-recognition for Clean Kerala Mission as agency for giving technical consent to solid waste management projects G.O3682/2005/LAD-27/08/2005-selecting and giving directions to institutions/organisations for solid waste management awareness campaigns 26139/P3/LAD (circular)-17/06/1999-regulation for giving duty to medical officers regarding non hospital services G.O.71/2008/LAD-12/03/2008-Proceedures to purchase Allopathy medicines by Maintenance Fund 45201/D.C.1/2008/LAD-30/06/2008-giudelines about giving technical approval to Solid waste projects G.O.(M.S)36/98/Department of Rural Development -30/12/1998- Formation of</p>			

		Total Sanitation Health Mission 15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C./99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines			
	Gram Panchayat	GO/8597/P3/98/LSG(circular)- 18/02/1998-The Gram Panchayats have the power to control Sub-Center under the Community Health Centre G.O.38/2003/LAD-03/02/2003-Clean Kerala Project-directions to functioning G.O.264/2003/LAD-01/09/2003- prohibition of plastic carry bags below 30microne G.O. 144/2004/LAD-03/04/2004- Clean Kerala Project-appointing donors G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors. G.O.1875/2005/LAD-09/05/2005- recognition for Clean Kerala Mission as agency for giving technical consent to solid waste management projects G.O3682/2005/LAD-27/08/2005- selecting and giving directions to institutions/organisations for solid waste management awareness campaigns 26139/P3/LAD (circular)-17/06/1999- regulation for giving duty to medical officers regarding non hospital services G.O.71/2008/LAD-12/03/2008- Procedures to purchase Allopathy medicines by Maintenance Fund 45201/D.C.1/2008/LAD-30/06/2008- giudelines about giving technical approval to Solid waste projects G.O.(M.S)36/98/Department of Rural			

		Development -30/12/1998- Formation of Total Sanitation Health Mission 15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C./99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines			
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Subject: Family Welfare

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule. 1. Management of district hospitals with all systems of medicines. 2. Setting up of centres for the care of special categories of handicapped and mentally disabled people. 3. Co-ordination of centrally and state sponsored programmes at district l	Management of District Hospital	Management of Community Health Centres	Management of Primary Health Centres, Implementation of Sanitation Programme and Waist management
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule. Running of community health centres and Taluk Hospitals with all systems of medicine within the Block Panchayat			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third			

		<p>Schedule:</p> <ol style="list-style-type: none"> 1. Running of dispensaries, Primary Health Centres and Sub-centres (with all systems of medicines.) 2. Management of maternity and Child Welfare Centres. 3. Carry out immunisation and other preventive measures. 4. Implementation of family welfare programme. 5. Implementation of sanitation programmes. <p>Maintenance of common dispensaries, child welfare centres, etc.- Subject to the provisions of this Act and the rules made there under, a village panchayat or two or more village panchayats together may establish and maintain common dispensaries, child welfare centres and institutions of such other kind as may be specified by the Government</p>			
As per Activity Mapping	District	<ol style="list-style-type: none"> 1. Management of district hospitals with all systems of medicines. 2. Setting up of centres for the care of special categories of handicapped and mentally disabled people. 3. Co-ordination of centrally and state sponsored programmes at district level 			
	Block	Running of community health centres and Taluk Hospitals with all systems of medicine within the Block Panchayat			
	Gram Panchayat	<ol style="list-style-type: none"> 1. Running of dispensaries, Primary Health Centres and Sub-centres (with all systems of medicines.) 2. Management of maternity and Child Welfare Centres. 3. Carry out immunisation and other preventive measures. 4. Implementation of family welfare programme. 			

As per Government Order		5. Implementation of sanitation programmes			
	District	15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C/99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines 30/06/2008-giudelines about giving technical approval to Solid waste projects G.O.(M.S)36/98/Department of Rural Development -30/12/1998- Formation of Total Sanitation Health Mission G.O3682/2005/LAD-27/08/2005-selecting and giving directions to institutions/organisations for solid waste management awareness campaigns G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors.			
	Block	15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C/99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines 30/06/2008-giudelines about giving technical approval to Solid waste projects G.O.(M.S)36/98/Department of Rural Development -30/12/1998- Formation of Total Sanitation Health Mission G.O3682/2005/LAD-27/08/2005-selecting and giving directions to institutions/organisations for solid waste management awareness campaigns G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors.			

	Gram Panchayat	15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C./99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines 30/06/2008-giudelines about giving technical approval to Solid waste projects G.O.(M.S)36/98/Department of Rural Development -30/12/1998- Formation of Total Sanitation Health Mission G.O3682/2005/LAD-27/08/2005- selecting and giving directions to institutions/organisations for solid waste management awareness campaigns G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors.			
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Subject: **Women & Child Development**

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule:	Monitoring and evaluation of women and child welfare programmes	Monitoring and evaluation of women and child welfare programmes	Implementation of women and child welfare programmes. Construction and management of anganwadies.
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule:			

	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule			
As per Activity Mapping	District	Monitoring and evaluation of women and child welfare programmes			
	Block	Monitoring and evaluation of women and child welfare programmes			
	Gram Panchayat	Implementation of women and child welfare programmes. Construction and management of anganwadies.			
As per Government Order	District	GO/J-419280/2006(Circular)-16/10/2006-The instruction about to purchase food products only from Needi/ Maveli Store/ Coperative Store for Anganwadies 6418/D.A.1/2009/LAD-27/02/2009-directions concerning construction of Anganawadi buildings related to Tsunami Rehabilitation Project G.O.3169/2008/LAD-25/08/2008-directions concerning inspection of complete Kudumbasree Projects			
	Block	GO/J-419280/2006(Circular)-16/10/2006-The instruction about to purchase food products only from Needi/ Maveli Store/ Coperative Store for Anganwadies 6418/D.A.1/2009/LAD-27/02/2009-directions concerning construction of Anganawadi buildings related to Tsunami Rehabilitation Project G.O.3169/2008/LAD-25/08/2008-directions concerning inspection of complete Kudumbasree Projects			
	Gram Panchayat	GO/J-419280/2006(Circular)-16/10/2006-The instruction about to purchase food products only from			

		Needi/ Maveli Store/ Coperative Store for Aganwadies 6418/D.A.1/2009/LAD-27/02/2009- directions concerning construction of Anganawadi buildings related to Tsunami Rehabilitation Project G.O.3169/2008/LAD-25/08/2008- directions concerning inspection of complete Kudumbasree Projects			
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Subject: Social Welfare, Welfare of Handicapped & Mentally Retarded

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Provide grants to orphanages. 2. Establishment of welfare centres for the handicapped and destitute.	Welfare of the disabled. 1. Identity Card. 1. Preparation of district wise data on disabilities. 2. Scrutinize application and prepare Identity Card and pass book Medical check up	Welfare of the disabled. 1. Identity Card. Consolidate block wise survey details on disability. 2. Medical check up Organise medical camp involving specialists to issue disability certificate. 3. Scholarship and stipend 4. Supply of aids and appliances. 5. Disability resource centre Organise camps for the distribution of aids and	Welfare of the disabled. 1. Identity Card. 1. Survey and identification of disabled. 2. Issue of Identity Card 2. Medical check up 1. Organise medical camp 2. Assess the disability and provide appropriate aids and appliances. 3. Assess percentage of disability and issue medical certificate. 3. Scholarship and
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: Management of I.C.D.S.	Coordinate the process of medical board to accelerate issue of disability certificates to all disabled. 3. Scholarship and stipend 1. Receipt and processing of		

	Gram Panchayat	<p>It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule:</p> <ol style="list-style-type: none"> 1. Running of Anganwadis 2. Sanctioning and distribution of pension to destitute, widows, handicapped and agricultural labourers. 3. Sanctioning and distribution of unemployment wages. 4. Sanctioning of financial assistance for the marriage of the daughters of widows. 5. Implementation of Group Insurance Scheme for the poor. 	<p>application. * 2. Sanctioning of scholarship. 3. Distribution of scholarship.</p> <p>4. Supply of aids and appliances.</p> <ol style="list-style-type: none"> 1. Formulation of projects for the distribution of aids and appliances to the disabled. 2. Organise distribution of fitment and training camps. <p>5. Disability resource centre</p> <ol style="list-style-type: none"> 1. District disability rehabilitation centre 2. Coordination of district disability rehabilitation centre and non governmental organisations. <p>6. Barrier free constructions.</p> <ol style="list-style-type: none"> 1. Enforce disabled friendly facilities in all public conveniences. 2. Ensure disabled friendly constructions in public offices in the district panchayat. <p>7 Sensitisation on rights of disabled.</p> <p>Conduct world disabled day convergence with non governmental organisations and related departments.</p> <p>8. Educational support</p> <p>Coordination convergence and financial /material support to ensure compulsory education for disabled.</p> <p>9. Early detection of childhood disability.</p> <ol style="list-style-type: none"> 1. Impart training to Integrated Child Development Scheme/ health functionaries for early 	<p>appliances with the assistance of the non governmental organisations.</p> <p>6. Barrier free constructions.</p> <ol style="list-style-type: none"> 1. Organise and manage resource centre for information guidance support and networking for various assistance and facilities for disabled. 2. Ensure barrier free environment for disabled for all institutions coming under the control of block panchayats. <p>7. Sensitisation on rights of disabled.</p> <p>Organising camps for sensitization of the rights, privileges and benefits entitled for disabled.</p> <p>8. Educational support</p> <p>Ensure enrolment of all disabled children for compulsory education/training.</p> <p>9. Early detection of childhood disability.</p> <p>Facilitate identification survey and ensure block community health centre support for the early child hood disability and early childhood stimulation programme.</p> <p>10. Distress relief fund for treatment of disabled</p> <p>11. Enforcement of Persons with Disabilities Act.</p> <p>12. Non governmental organisations participation</p> <ol style="list-style-type: none"> 1. Promotion and technical 	<p>stipend</p> <p>Ensure scholarships to the disabled with 100% coverage.</p> <p>4. Supply of aids and appliances.</p> <ol style="list-style-type: none"> 1. Formulation of project for distribution of aids and appliances to the disabled. 2. Organise distribution of fitment and training camps. <p>Disability resource centre</p> <p>6. Barrier free constructions.</p> <ol style="list-style-type: none"> 1. Enforce barrier free environment for disabled in all public buildings. 2. Provide barrier free environment within the grama panchayat offices and other public offices. <p>7. Sensitisation on rights of disabled.</p> <p>Organising camps for sensitization of the rights, privileges and benefits entitled for disabled.</p> <p>8. Educational support</p> <ol style="list-style-type: none"> 1. Ensure free education for the disabled and issue educational materials. 2. Arrange conveyance facilities/ transport allowance to those children who are not receiving the same from any other sources. <p>9. Early detection of</p>
As per Activity Mapping	District	<p>Welfare of the disabled.</p> <p>1. Identity Card.</p> <ol style="list-style-type: none"> 1. Preparation of district wise data on disabilities. 2. Scrutinize application and prepare Identity Card and pass book <p>Medical check up</p> <p>Coordinate the process of medical board to accelerate issue of disability certificates to all disabled.</p> <p>3. Scholarship and stipend</p> <ol style="list-style-type: none"> 1. Receipt and processing of application. * 2. Sanctioning of scholarship. 3. Distribution of scholarship. <p>4. Supply of aids and appliances.</p> <ol style="list-style-type: none"> 1. Formulation of projects for the distribution of aids and appliances to the disabled. 2. Organise distribution of fitment and training camps. <p>5. Disability resource centre</p> <ol style="list-style-type: none"> 1. District disability rehabilitation centre 2. Coordination of district disability rehabilitation centre and non 	<p>application. * 2. Sanctioning of scholarship. 3. Distribution of scholarship.</p> <p>4. Supply of aids and appliances.</p> <ol style="list-style-type: none"> 1. Formulation of projects for the distribution of aids and appliances to the disabled. 2. Organise distribution of fitment and training camps. <p>5. Disability resource centre</p> <ol style="list-style-type: none"> 1. District disability rehabilitation centre 2. Coordination of district disability rehabilitation centre and non governmental organisations. <p>6. Barrier free constructions.</p> <ol style="list-style-type: none"> 1. Enforce disabled friendly facilities in all public conveniences. 2. Ensure disabled friendly constructions in public offices in the district panchayat. <p>7 Sensitisation on rights of disabled.</p> <p>Conduct world disabled day convergence with non governmental organisations and related departments.</p> <p>8. Educational support</p> <p>Coordination convergence and financial /material support to ensure compulsory education for disabled.</p> <p>9. Early detection of childhood disability.</p> <ol style="list-style-type: none"> 1. Impart training to Integrated Child Development Scheme/ health functionaries for early 	<p>appliances with the assistance of the non governmental organisations.</p> <p>6. Barrier free constructions.</p> <ol style="list-style-type: none"> 1. Organise and manage resource centre for information guidance support and networking for various assistance and facilities for disabled. 2. Ensure barrier free environment for disabled for all institutions coming under the control of block panchayats. <p>7. Sensitisation on rights of disabled.</p> <p>Organising camps for sensitization of the rights, privileges and benefits entitled for disabled.</p> <p>8. Educational support</p> <p>Ensure enrolment of all disabled children for compulsory education/training.</p> <p>9. Early detection of childhood disability.</p> <p>Facilitate identification survey and ensure block community health centre support for the early child hood disability and early childhood stimulation programme.</p> <p>10. Distress relief fund for treatment of disabled</p> <p>11. Enforcement of Persons with Disabilities Act.</p> <p>12. Non governmental organisations participation</p> <ol style="list-style-type: none"> 1. Promotion and technical 	<p>stipend</p> <p>Ensure scholarships to the disabled with 100% coverage.</p> <p>4. Supply of aids and appliances.</p> <ol style="list-style-type: none"> 1. Formulation of project for distribution of aids and appliances to the disabled. 2. Organise distribution of fitment and training camps. <p>Disability resource centre</p> <p>6. Barrier free constructions.</p> <ol style="list-style-type: none"> 1. Enforce barrier free environment for disabled in all public buildings. 2. Provide barrier free environment within the grama panchayat offices and other public offices. <p>7. Sensitisation on rights of disabled.</p> <p>Organising camps for sensitization of the rights, privileges and benefits entitled for disabled.</p> <p>8. Educational support</p> <ol style="list-style-type: none"> 1. Ensure free education for the disabled and issue educational materials. 2. Arrange conveyance facilities/ transport allowance to those children who are not receiving the same from any other sources. <p>9. Early detection of</p>

	<p>governmental organisations.</p> <p>6. Barrier free constructions. 1. Enforce disabled friendly facilities in all public conveniences. 2. Ensure disabled friendly constructions in public offices in the district panchayat.</p> <p>7 Sensitisation on rights of disabled. Conduct world disabled day convergence with non governmental organisations and related departments.</p> <p>8. Educational support Coordination convergence and financial /material support to ensure compulsory education for disabled.</p> <p>9. Early detection of childhood disability. 1. Impart training to Integrated Child Development Scheme/ health functionaries for early detection programme. 2. Motivate non governmental organisations in the field of disability for starting early childhood education/ nursery diagnostic services. 3. Treatment and training</p> <p>10. Distress relief fund for treatment of disabled Processing of application for distress relief fund from state government and recommendation.</p> <p>11. Enforcement of Persons with Disabilities Act. 1. Monitoring of institutions for disabled. 2. Arrange inspection for granting recognition.</p> <p>12. Non governmental organisations participation 1. Data bank for non governmental organisations. 2. Organise workshops to identify areas of cooperation and effective linkage. 3. Support non</p>	<p>detection programme. 2. Motivate non governmental organisations in the field of disability for starting early childhood education/ nursery diagnostic services. 3. Treatment and training</p> <p>10. Distress relief fund for treatment of disabled Processing of application for distress relief fund from state government and recommendation.</p> <p>11. Enforcement of Persons with Disabilities Act. 1. Monitoring of institutions for disabled. 2. Arrange inspection for granting recognition.</p> <p>12. Non governmental organisations participation 1. Data bank for non governmental organisations. 2. Organise workshops to identify areas of cooperation and effective linkage. 3. Support non governmental organisations for obtaining maximum central and other assistance for the welfare of the disabled.</p> <p><i>Mentally challenged</i></p> <p>1. Home for mentally deficient children 1. Management of institutions with all kinds of services; medical educational and recreational.</p> <p>2. Special schools under non governmental organisations. 1. Evolve the convergence service of all special schools</p>	<p>support for the effective functioning of non governmental organisations. 2. Prepare a directory of non governmental organisations in the block panchayat.</p> <p><i>Mentally challenged</i></p> <p>1. Home for mentally deficient children 2. Special schools under non governmental organisations. 3. Home for mentally challenged. 4. Community based rehabilitation for mentally challenged children. Organising block level camp to identify child hood disabilities.</p> <p>5. Welfare and rehabilitation of mentally ill. Identification of mentally ill and referral service to specialised hospital.</p> <p>(i) Medical aid to mentally ill. (ii) Asha Bhavan, home for mentally cured persons. <i>Services to person suffering from locomotors disabilities and other homes</i></p> <p>1. Management of care home for disabled children, sishu vihar, home for disabled and infirm, custodial care home Create awareness regarding institution services.</p> <p>2. Organise medical camps and supply of aids and appliances to disabled. 3. Grant in aid to disabled institutions managed by non</p>	<p>childhood disability. 1. Organise identification survey and medical camps for early detection. 2. Facilitate the referral services for medical treatment and training of parents for early childhood stimulation.</p> <p>10. Distress relief fund for treatment of disabled 1. Formulate projects and fund raising for the distress relief fund for treatment in emergency situation. 2. Formulate area specific criteria for determination of beneficiaries and evolve mechanism for the distribution of relief fund.</p> <p>11. Enforcement of Persons with Disabilities Act. 1. Ensure all institutions functioning for the boarding and training for disabled are recognised under Persons with Disabilities Act. 2. Visit institutions for disabled and ensure welfare of the inmates, disabled friendly structures, hygiene and sanitation.</p> <p>12. Nongovernmental organisations participation 1. Evolve coordination</p>
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	<p>governmental organisations for obtaining maximum central and other assistance for the welfare of the disabled.</p> <p>Mentally challenged</p> <p>1. Home for mentally deficient children</p> <p>1. Management of institutions with all kinds of services; medical educational and recreational.</p> <p>2. Special schools under non governmental organisations.</p> <p>1. Evolve the convergence service of all special schools and vocational training centres. 2. Technical support and guidance for obtaining various assistances. 3. Monitoring and evaluation.</p> <p>3. Home for mentally challenged.</p> <p>1. Supervision and management of home for mentally challenged. 2. Financial and budgetary provisions for boarding, education and contingencies. 3. Rehabilitation activities including semi supervised workshops. 4. Convening „suhruith samithis“. 5. Regulate admissions and discharge as per government norms.</p> <p>4. Community based rehabilitation for mentally challenged children.</p> <p>Provide training programme to anganwadi workers and provide financial assistance.</p> <p>5. Welfare and rehabilitation of mentally ill.</p> <p>(i) Medical aid to mentally ill.</p> <p>1. Provide fund placement to district hospital. 2. Monitoring and evaluation.</p> <p>ii) Asha Bhavan, home for mentally cured persons.</p>	<p>and vocational training centres. 2. Technical support and guidance for obtaining various assistances. 3. Monitoring and evaluation.</p> <p>3. Home for mentally challenged.</p> <p>1. Supervision and management of home for mentally challenged. 2. Financial and budgetary provisions for boarding, education and contingencies. 3. Rehabilitation activities including semi supervised workshops. 4. Convening „suhruith samithis“. 5. Regulate admissions and discharge as per government norms.</p> <p>4. Community based rehabilitation for mentally challenged children.</p> <p>Provide training programme to anganwadi workers and provide financial assistance.</p> <p>5. Welfare and rehabilitation of mentally ill.</p> <p>(i) Medical aid to mentally ill.</p> <p>1. Provide fund placement to district hospital. 2. Monitoring and evaluation.</p> <p>ii) Asha Bhavan, home for mentally cured persons.</p> <p>1. Provide financial assistance for development services in Asha Bhavan. 2. Encouragement of family based rehabilitation.</p> <p><i>Services to person suffering from locomotors disabilities</i></p>	<p>governmental organisations Welfare of the aged</p> <p>1. Collection of data on old age people.</p> <p>Analyze block level situation based on survey conducted by grama Panchayats</p> <p>2. Nutrition for the aged.</p> <p>Allocation of fund.</p> <p>3. Health care.</p> <p>4. Information on rights and facilities of the aged.</p> <p>Extend financial assistance for conducting various programmes of the aged and for disseminating information.</p> <p>5. Old age home/ day care centre</p> <p>Management of old age home/ day care centre</p> <p>6. Non governmental organisations participation for the aged.</p> <p>Coordinate and assist activities of grama panchayat.</p> <p>7. Celebration of the day of the elderly</p> <p>8. Income generating activities for the aged.</p> <p>Organise income generating activities at the day care centre or other institutions.</p> <p><i>Social security pensions*</i></p> <p>(i) Widow pension</p> <p>(ii) Destitute pension</p> <p>(iii) Old age pension</p> <p>(iv) Agriculture labourers pension</p> <p>(v) Unemployment doll</p> <p>(vi) Marriage assistance to</p>	<p>committees for involvement of voluntary agencies, government and other institutions working in the field of welfare of the disabled. 2. Co-opt the chief functionaries of the nongovernmental organisations in the field in various committees and working groups. 3. Enlist all nongovernmental organisations and prepare a data bank.</p> <p>Mentally challenged</p> <p>1. Home for mentally deficient children</p> <p>Inform district panchayat of deserving cases of mentally challenged children to obtain admission in home for mentally deficient children.</p> <p>2. Special schools under nongovernmental organisations.</p> <p>1. Tax concessions and relief measures to be imparted. 2. Extend financial and material support admissible under government directions. 3. Encourage integrated education for which utilize the service of village education committee and parent teacher association.</p> <p>3. Home for mentally</p>
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	<p>1. Provide financial assistance for development services in Asha Bhavan. 2. Encouragement of family based rehabilitation. <i>Services to person suffering from locomotors disabilities and other homes</i> 1. Management of care home for disabled children, sishu vihar, home for disabled and infirm, custodial care home 1. Management of all institutions* 2. Allocation of funds. 3. Coordinate and linkage with non governmental organisations/voluntary organisations. 2. Organise medical camps and supply of aids and appliances to disabled. 3. Grant in aid to disabled institutions managed by non governmental organisations Provide grant and conduct inspection <i>Welfare of the aged</i> 1. Collection of data on old age people. Consolidation of data. 2. Nutrition for the aged. Monitoring of the feeding programme. 3. Health care. 1. Monitoring of the activities. 2. Mobile geriatrics units and supply medicines. 4. Information on rights and facilities of the aged. Organise public function for honouring senior citizens. 5. Old age home/ day care centre Financial support. 6. Non governmental organisations participation for the aged.</p>	<p><i>and other homes</i> 1. Management of care home for disabled children, sishu vihar, home for disabled and infirm, custodial care home 1. Management of all institutions* 2. Allocation of funds. 3. Coordinate and linkage with non governmental organisations/voluntary organisations. 2. Organise medical camps and supply of aids and appliances to disabled. 3. Grant in aid to disabled institutions managed by non governmental organisations Provide grant and conduct inspection <i>Welfare of the aged</i> 1. Collection of data on old age people. Consolidation of data. 2. Nutrition for the aged. Monitoring of the feeding programme. 3. Health care. 1. Monitoring of the activities. 2. Mobile geriatrics units and supply medicines. 4. Information on rights and facilities of the aged. Organise public function for honouring senior citizens. 5. Old age home/ day care centre Financial support. 6. Non governmental organisations participation for the aged.</p>	<p>daughters of poor widows (vii) Other social security pensions <i>Observance of important days.</i> a. Children"s Day b. Women"s Day c. Disabled Day d. Human Rights Day i) Women"s Day ii) Human Rights Day Child line Orphanage a. Care protection and education. b. Rehabilitation. <i>Foundling homes for children below 5 years.</i> a. Care and protection b. Adoption Welfare of the women in distress Social Defence <i>Compacting social evils</i> 1. Gender bias 1. Sensitisation programme. 2. Implement integrated women empowerment programme effectively. 2. Female foeticide and infanticide. 1. Sensitisation. 2. Implement integrated child development scheme and integrated women empowerment programme. 3. Alcoholism, drug abuse and substance abuse. 1. Sensitisation programme. 2. Implementation of integrated women empowerment programme.</p>	<p>challenged. 1. Strengthen the activities of „suhruh samithis“. 2. Assistance at the time of accidents, emergency and death in home for mentally deficient children. 4. Community based rehabilitation for mentally challenged children. 1. Survey and identification of mentally challenged children through anganwadi/ self help groups 2. Training to mothers on community based rehabilitation technique by the trained anganwadi workers. 5. Welfare and rehabilitation of mentally ill. Survey and identification of mentally ill below poverty line families. (i) Medical aid to mentally ill. Reference service to specialist hospital ii) Asha Bhavan, home for mentally cured persons. Awareness to public about services offered by Asha Bhavan. <i>Services to person suffering from</i></p>
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	<p>Non governmental organisations support programmes through convergence technical assistance net working and recognizing their services.</p> <p>7. Celebration of the day of the elderly</p> <p>1. Conduct programmes for the celebration of the day of the elderly with the support of non governmental organisations. 2. Organise income generating activities for the old aged in the homes entrusted.</p> <p>8. Income generating activities for the aged.</p> <p><i>Social security pensions*</i></p> <p>(i) Widow pension (ii) Destitute pension (iii) Old age pension (iv) Agriculture labourers pension (v) Unemployment doll (vi) Marriage assistance to daughters of poor widows (vii) Other social security pensions</p> <p>Coordinating the pension schemes and other social security measures in the district</p> <p><i>Observance of important days. a. Children"s Day b. Women"s Day c. Disabled Day d. Human Rights Day</i></p> <p>i) Children"s Day ii) Disabled Day</p> <p><i>Child line</i></p> <p>Extend support to child line activity providing night shelter with all infrastructure facilities.</p> <p><i>Orphanage</i></p> <p>a. Care protection and education. b. Rehabilitation.</p> <p>1. Provide grant to orphanage. 2. Networking. 3. Support to organize sports, cultural meet for various</p>	<p>Non governmental organisations support programmes through convergence technical assistance net working and recognizing their services.</p> <p>7. Celebration of the day of the elderly</p> <p>1. Conduct programmes for the celebration of the day of the elderly with the support of non governmental organisations. 2. Organise income generating activities for the old aged in the homes entrusted.</p> <p>8. Income generating activities for the aged.</p> <p><i>Social security pensions*</i></p> <p>(i) Widow pension (ii) Destitute pension (iii) Old age pension (iv) Agriculture labourers pension (v) Unemployment doll (vi) Marriage assistance to daughters of poor widows (vii) Other social security pensions</p> <p>Coordinating the pension schemes and other social security measures in the district</p> <p><i>Observance of important days. a. Children"s Day b. Women"s Day c. Disabled Day d. Human Rights Day</i></p> <p>i) Children"s Day ii) Disabled Day</p> <p><i>Child line</i></p> <p>Extend support to child line activity providing night shelter</p>	<p>4. Suicide</p> <p>1. Form adolescent clubs. 2. Impart life education. 3. Implement income generating activities.</p> <p>5. Dowry</p> <p>Sensitisation through adolescent clubs.</p> <p>6. Domestic violence</p> <p>1. Pre-marital counselling. 2. Value based life education through anganwadi network.</p> <p>7. Child labour</p> <p>Conduct awareness programmes.</p> <p>8. Beggary</p> <p>Involve non governmental organisations in effective rehabilitation of children engaged in begging.</p> <p>9. Children affected by violence, abuse in family, school, work place and public places.</p> <p>Sensitize public</p> <p>10. Awareness programme against all other social evils such as caste discrimination, superstitious believes and untouchability</p> <p>11. Awareness against black marketing, tax evasion and other under world business and such other social evils</p> <p>Juvenile Justice Administration - child rights.</p> <p>1. Conduct balasabha annually for children below 18 years. 2. Organise recreational activities for children like construction of</p>	<p><i>locomotors disabilities and other homes</i></p> <p>1. Management of care home for disabled children, sishu vihar, home for disabled and infirm, custodial care home</p> <p>1. Survey and identification of disabled children in grama panchayat area. 2. Directs such children to get admission in the institutions.</p> <p>2. Organise medical camps and supply of aids and appliances to disabled.</p> <p>Organise medical camps for supply and distribution of aids and appliances</p> <p>3. Grant in aid to disabled institutions managed by non governmental organisations</p> <p><i>Welfare of the aged</i></p> <p>1. Collection of data on old age people.</p> <p>Survey</p> <p>2. Nutrition for the aged.</p> <p>Provide supplementary nutrition to the aged through anganwadi.</p> <p>3. Health care.</p> <p>Organise self check up and medical camp and refer cases to geriatric</p>
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	<p>categories of inmates in the institution run by non governmental organisations.</p> <p>Foundling homes for children below 5 years.</p> <p>a. Care and protection</p> <p>b. Adoption</p> <p>1. Setting up and management of foundling homes. 2. Adoption in foster care through Juvenile Justice Act 2000.</p> <p>Welfare of the women in distress</p> <p>1. Home for physically handicapped women. 2. Mahila mandiram. 3. Short stay home for women in need of urgent care during night and day time. 4. Rescue homes (Prevention of Immoral Traffic Act) 5. Management of destitute homes</p> <p>Social Defence</p> <p>Compacting social evils</p> <p>1. Gender bias</p> <p>1. Sensitisation programme. 2. Implement income generating schemes for women. 3. Setting up of women help line. 4. Identify non governmental organisations to implement Swadhar</p> <p>. Female foeticide and infanticide.</p> <p>1. Sensitisation. 2. Implement income generating schemes for women.</p> <p>3. Alcoholism, drug abuse and substance abuse.</p> <p>1. Identify non governmental organizations capable to round de-addiction centres, provide financial support. 2. Sensitisation programmes.</p> <p>4. Suicide</p> <p>1. Conduct seminars, public meetings to propagate the divinity of life. 2. Implement poverty alleviation programme. 3. Provide emotional support through counselling centres.</p>	<p>with all infrastructure facilities.</p> <p>Orphanage</p> <p>a. Care protection and education.</p> <p>b. Rehabilitation.</p> <p>1. Provide grant to orphanage. 2. Networking. 3. Support to organize sports, cultural meet for various categories of inmates in the institution run by non governmental organisations.</p> <p>Foundling homes for children below 5 years.</p> <p>a. Care and protection</p> <p>b. Adoption</p> <p>1. Setting up and management of foundling homes. 2. Adoption in foster care through Juvenile Justice Act 2000.</p> <p>Welfare of the women in distress</p> <p>1. Home for physically handicapped women. 2. Mahila mandiram. 3. Short stay home for women in need of urgent care during night and day time. 4. Rescue homes (Prevention of Immoral Traffic Act) 5. Management of destitute homes</p> <p>Social Defence</p> <p>Compacting social evils</p> <p>1. Gender bias</p> <p>1. Sensitisation programme. 2. Implement income generating schemes for women. 3. Setting up of women help line. 4. Identify non governmental organisations to implement Swadhar</p>	<p>children park, conducting excursions, trucking etc. 3. Arrange awareness generating programmes in Child Rights Convention by utilising integrated child development scheme network. (Sector- wise mothers meeting, adolescent girls club etc.)</p> <p>Street children.</p> <p>1. Identify street children. 2. Coordinate with grama panchayat for their developments.</p>	<p>departments at the hospital.</p> <p>4. Information on rights and facilities of the aged.</p> <p>1. Dissemination of various rights and privileges envisaged in national policy for senior citizens, organise camps, seminar and sensitization programme about the need of the aged. 2. Organize programmes for honouring senior citizenship</p> <p>Old age home/ day care centre</p> <p>Identifying beneficiaries</p> <p>6. Non governmental organisations participation for the aged.</p> <p>1. Encourage non governmental organisations to run institutions for the care protection of the aged. 2. Encourage non governmental organisations to undertake day care centre with activities like relaxation, recreation, legal protection and skill utilisation.</p> <p>7. Celebration of the day of the elderly</p> <p>1. Conduct programmes for the celebration of the day of the elderly with the</p>
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	<p>5. Dowry Extent support and coordinate activities.</p> <p>6. Domestic violence Coordinate and empower non governmental organizations to tackle domestic violence.</p> <p>7. Child labour Monitoring, evaluation and coordination.</p> <p>8. Beggary 1. Creation of separate funds for the welfare of children engaged in begging. 2. Management of beggar homes</p> <p>9. Children affected by violence, abuse in family, school, work place and public places. Extent all supports including earmarking a separate fund and coordinate all activities.</p> <p>10. Awareness programme against all other social evils such as caste discrimination, superstitious believes and untouchability</p> <p>11. Awareness against black marketing, tax evasion and other under world business and such other social evils</p> <p>Juvenile Justice Administration - child rights. 1. Monitoring and evaluation of juvenile justice functionaries. 2. Coordination of juvenile justice activities. 3. Constitute district advisory board to supervise all juvenile justice activities and to ensure child rights. 4. Establish child rights clubs in all educational institutions. 5. District level sensitization on Child Rights Convention to headmasters, parent</p>	<p>. Female foeticide and infanticide. 1. Sensitisation. 2. Implement income generating schemes for women.</p> <p>3. Alcoholism, drug abuse and substance abuse. 1. Identify non governmental organizations capable to round de-addiction centres, provide financial support. 2. Sensitisation programmes.</p> <p>4. Suicide 1. Conduct seminars, public meetings to propagate the divinity of life. 2. Implement poverty alleviation programme. 3. Provide emotional support through counselling centres.</p> <p>5. Dowry Extent support and coordinate activities.</p> <p>6. Domestic violence Coordinate and empower non governmental organizations to tackle domestic violence.</p> <p>7. Child labour Monitoring, evaluation and coordination.</p> <p>8. Beggary 1. Creation of separate funds for the welfare of children engaged in begging. 2. Management of beggar homes</p> <p>9. Children affected by violence, abuse in family, school, work place and public places. Extent all supports including</p>	<p>support of non governmental organisations. 2. Facilitate income generating schemes with the support of non governmental organisations.</p> <p>8. Income generating activities for the aged. <i>Social security pensions*</i> (i) Widow pension (ii) Destitute pension (iii) Old age pension (iv) Agriculture labourers pension (v) Unemployment doll (vi) Marriage assistance to daughters of poor widows (vii) Other social security pensions 1. Announcing the broad framework of assistance. 2. Publishing time factor for receipt of application. 3. Make available application forms, receipt of applications, conducting enquiries. 4. Approval of grama sabha. 5. Final list to be published. 6. Payment to eligible beneficiaries. 7. Monitoring of schemes</p> <p>Observance of important days. a. Children"s Day b. Women"s Day c. Disabled Day d. Human Rights Day</p>
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		<p>teacher association representatives, students" leaders, National Cadet Corps etc.</p> <p>Street children.</p> <p>1. Identify street children and integrate them into the community through voluntary organisations. 2. Conduct awareness programmes to sensitize public on the problem of street children. 3. Establish shelter homes.</p>	<p>earmarking a separate fund and coordinate all activities.</p> <p>10. Awareness programme against all other social evils such as caste discrimination, superstitious believes and untouchability</p> <p>11. Awareness against black marketing, tax evasion and other under world business and such other social evils</p>		<p>Children"s Day at anganwadi level.</p> <p>Child line</p> <p>Popularisation and sensitization of child line.</p> <p>Orphanage</p> <p>a. Care protection and education.</p> <p>b. Rehabilitation.</p> <p>1. Ensure remedial coaching, maintenance of minimum standards in the institution for inmates in terms of living conditions hygiene and sanitation. 2. Periodical monitoring and evaluation of orphanage</p> <p>Foundling homes for children below 5 years.</p> <p>a. Care and protection</p> <p>b. Adoption</p> <p>Prepare database</p> <p>Welfare of the women in distress</p> <p>Social Defence</p> <p>Compacting social evils</p> <p>1. Gender bias</p> <p>1. Sensitise gender issues. 2. Formation of jagradha samithi. 3. Promote girl child education with the help of Sarva Siksha Abhiyan. 4. Implement Balika Samridhi Yojana. 5. Implement income generating schemes for women.</p> <p>2. Female foeticide and infanticide.</p> <p>1. Sensitisation. 2.</p>
	Block	<p>Welfare of the disabled.</p> <p>1. Identity Card.</p> <p>Consolidate block wise survey details on disability.</p> <p>2. Medical check up</p> <p>Organise medical camp involving specialists to issue disability certificate.</p> <p>3. Scholarship and stipend</p> <p>4. Supply of aids and appliances.</p> <p>5. Disability resource centre</p> <p>Organise camps for the distribution of aids and appliances with the assistance of the non governmental organisations.</p> <p>6. Barrier free constructions.</p> <p>1. Organise and manage resource centre for information guidance support and networking for various assistance and facilities for disabled.</p> <p>2. Ensure barrier free environment for disabled for all institutions coming under the control of block panchayats.</p> <p>7. Sensitisation on rights of disabled.</p> <p>Organising camps for sensitization of the rights, privileges and benefits entitled for disabled.</p> <p>8. Educational support</p> <p>Ensure enrolment of all disabled children for compulsory education/training.</p> <p>9. Early detection of childhood</p>	<p>Juvenile Justice Administration - child rights.</p> <p>1. Monitoring and evaluation of juvenile justice functionaries. 2. Coordination of juvenile justice activities. 3. Constitute district advisory board to supervise all juvenile justice activities and to ensure child rights. 4. Establish child rights clubs in all educational institutions. 5. District level sensitization on Child Rights Convention to headmasters, parent teacher association representatives, students" leaders, National Cadet Corps etc.</p> <p>Street children.</p> <p>1. Identify street children and integrate them into the community through voluntary organisations. 2. Conduct awareness programmes to sensitize public on the problem of street children. 3. Establish shelter homes.</p>		

	<p>disability. Facilitate identification survey and ensure block community health centre support for the early child hood disability and early childhood stimulation programme.</p> <p>10. Distress relief fund for treatment of disabled</p> <p>11. Enforcement of Persons with Disabilities Act.</p> <p>12. Non governmental organisations participation 1. Promotion and technical support for the effective functioning of non governmental organisations. 2. Prepare a directory of non governmental organisations in the block panchayat.</p> <p><i>Mentally challenged</i></p> <p>1. Home for mentally deficient children</p> <p>2. Special schools under non governmental organisations.</p> <p>3. Home for mentally challenged.</p> <p>4. Community based rehabilitation for mentally challenged children. Organising block level camp to identify child hood disabilities.</p> <p>5. Welfare and rehabilitation of mentally ill. Identification of mentally ill and referral service to specialised hospital.</p> <p>(i) Medical aid to mentally ill.</p> <p>(ii) Asha Bhavan, home for mentally cured persons. <i>Services to person suffering from locomotors disabilities and other homes</i></p> <p>1. Management of care home for disabled children, sishu vihar, home for disabled and infirm, custodial care home</p>			<p>Effective implementation of integrated child development scheme. 3. Encourage girl child education.</p> <p>3. Alcoholism, drug abuse and substance abuse. 1. Sensitisation programme. 2. Identify drug peddlers and prevent drug abuse. 3. Identify illicit liquor centres. 4. Take follow up action. 5. Identify all risk families, impart counselling service and material help.</p> <p>4. Suicide 1. Sensitisation. 2. Identify all risk family and follow up.</p> <p>5. Dowry 1. Conduct survey to identify death cases related to dowry problems and follow up. 2. Sensitisation programmes. 3. Implement integrated women empowerment programme.</p> <p>6. Domestic violence 1. Sensitise general public. 2. Identify risk families and extent necessary help. 3. Implement intervention programmes.</p> <p>7. Child labour 1. Raising public awareness by survey and</p>
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	<p>Create awareness regarding institution services.</p> <p>2. Organise medical camps and supply of aids and appliances to disabled.</p> <p>3. Grant in aid to disabled institutions managed by non governmental organisations</p> <p><i>Welfare of the aged</i></p> <p>1. Collection of data on old age people. Analyze block level situation based on survey conducted by grama Panchayats</p> <p>2. Nutrition for the aged. Allocation of fund.</p> <p>3. Health care.</p> <p>4. Information on rights and facilities of the aged. Extend financial assistance for conducting various programmes of the aged and for disseminating information.</p> <p>5. Old age home/ day care centre Management of old age home/ day care centre</p> <p>6. Non governmental organisations participation for the aged. Coordinate and assist activities of grama panchayat.</p> <p>7. Celebration of the day of the elderly</p> <p>8. Income generating activities for the aged. Organise income generating activities at the day care centre or other institutions.</p> <p><i>Social security pensions*</i></p> <p>(i) Widow pension</p> <p>(ii) Destitute pension</p> <p>(iii) Old age pension</p>			<p>dissemination of information. 2. Identify child labourers and implement rehabilitation schemes with the help of non governmental organizations.</p> <p>8. Beggary</p> <p>1. Awareness campaign for educating public for elimination of beggary. 2. Installation of notice boards in public places. 3. Creation of separate funds for the welfare of children engaged in begging.</p> <p>9. Children affected by violence, abuse in family, school, work place and public places.</p> <p>1. Conduct situation study in schools and colleges with the help of social work institutions, National Service Scheme volunteers etc. 2. Develop follow up action based on findings.</p> <p>10. Awareness programme against all other social evils such as caste discrimination, superstitious believes and untouchability Awareness programme</p> <p>11. Awareness against black marketing, tax evasion and other under world business and such other social evils</p>
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	<p>(iv) Agriculture labourers pension (v) Unemployment doll (vi) Marriage assistance to daughters of poor widows (vii) Other social security pensions <i>Observance of important days.</i> a. Children"s Day b. Women"s Day c. Disabled Day d. Human Rights Day i) Women"s Day ii) Human Rights Day Child line Orphanage a. Care protection and education. b. Rehabilitation. <i>foundling homes for children below 5 years.</i> a. Care and protection b. Adoption Welfare of the women in distress Social Defence <i>Compacting social evils</i> 1. Gender bias 1. Sensitisation programme. 2. Implement integrated women empowerment programme effectively. 2. Female foeticide and infanticide. 1. Sensitisation. 2. Implement integrated child development scheme and integrated women empowerment programme. 3. Alcoholism, drug abuse and substance abuse. 1. Sensitisation programme. 2. Implementation of integrated women empowerment programme. 4. Suicide 1. Form adolescent clubs. 2. Impart life education. 3. Implement income generating activities. 5. Dowry Sensitisation through adolescent clubs.</p>			<p>Awareness programme Juvenile Justice Administration - child rights. 1. Identification of children under Juvenile Justice Act and create facilities to these children to develop educational and vocational artistic talents with the help of non governmental organisations. 2. Create awareness on child rights, juvenile justice, adoption, foster care, sponsorship etc. and implement schemes in this regard. 3. Organise child guidance clinics, create children recreation facilities etc. Street children. 1. Ensure free and compulsory education for all children up to 18 years. 2. Effective enforcement of Child Labour Act and Juvenile Justice Act. 3. Conduct survey for identifying at risk families. 4. Take all efforts to re-enroll all drops out school with the help of Sarva Siksha Abhiyan.</p>
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	<p>6. Domestic violence 1. Pre-marital counselling. 2. Value based life education through anganwadi network.</p> <p>7. Child labour Conduct awareness programmes.</p> <p>8. Beggary Involve non governmental organisations in effective rehabilitation of children engaged in begging.</p> <p>9. Children affected by violence, abuse in family, school, work place and public places. Sensitize public</p> <p>10. Awareness programme against all other social evils such as caste discrimination, superstitious believes and untouchability</p> <p>11. Awareness against black marketing, tax evasion and other under world business and such other social evils</p> <p>Juvenile Justice Administration - child rights. 1. Conduct balasabha annually for children below 18 years. 2. Organise recreational activities for children like construction of children park, conducting excursions, trucking etc. 3. Arrange awareness generating programmes in Child Rights Convention by utilising integrated child development scheme network. (Sector-wise mothers meeting, adolescent girls club etc.)</p> <p>Street children. 1. Identify street children. 2. Coordinate with grama panchayat for their developments.</p>			
Gram	<i>Welfare of the disabled.</i>			

	<p>Panchayat</p> <p>1. Identity Card. 1. Survey and identification of disabled. 2. Issue of Identity Card</p> <p>2. Medical check up 1. Organise medical camp 2. Assess the disability and provide appropriate aids and appliances. 3. Assess percentage of disability and issue medical certificate.</p> <p>3. Scholarship and stipend Ensure scholarships to the disabled with 100% coverage.</p> <p>4. Supply of aids and appliances. 1. Formulation of project for distribution of aids and appliances to the disabled. 2. Organise distribution of fitment and training camps.</p> <p>5. Disability resource centre</p> <p>6. Barrier free constructions. 1. Enforce barrier free environment for disabled in all public buildings. 2. Provide barrier free environment within the grama panchayat offices and other public offices.</p> <p>7. Sensitisation on rights of disabled. Organising camps for sensitization of the rights, privileges and benefits entitled for disabled.</p> <p>8. Educational support 1. Ensure free education for the disabled and issue educational materials. 2. Arrange conveyance facilities/ transport allowance to those children who are not receiving the same from any other sources.</p> <p>9. Early detection of childhood disability. 1. Organise identification survey and medical camps for early detection. 2. Facilitate the referral services for medical treatment and training of</p>			
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	<p>parents for early childhood stimulation.</p> <p>10. Distress relief fund for treatment of disabled</p> <p>1. Formulate projects and fund raising for the distress relief fund for treatment in emergency situation. 2. Formulate area specific criteria for determination of beneficiaries and evolve mechanism for the distribution of relief fund.</p> <p>11. Enforcement of Persons with Disabilities Act.</p> <p>1. Ensure all institutions functioning for the boarding and training for disabled are recognised under Persons with Disabilities Act. 2. Visit institutions for disabled and ensure welfare of the inmates, disabled friendly structures, hygiene and sanitation.</p> <p>12. Nongovernmental organisations participation</p> <p>1. Evolve coordination committees for involvement of voluntary agencies, government and other institutions working in the field of welfare of the disabled. 2. Co-opt the chief functionaries of the nongovernmental organisations in the field in various committees and working groups. 3. Enlist all nongovernmental organisations and prepare a data bank.</p> <p><i>Mentally challenged</i></p> <p>1. Home for mentally deficient children</p> <p>Inform district panchayat of deserving cases of mentally challenged children to obtain admission in home for mentally deficient children.</p> <p>2. Special schools under nongovernmental organisations.</p> <p>1. Tax concessions and relief measures</p>			
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	<p>to be imparted. 2. Extend financial and material support admissible under government directions. 3. Encourage integrated education for which utilize the service of village education committee and parent teacher association.</p> <p>3. Home for mentally challenged.</p> <p>1. Strengthen the activities of „suhruuth samithis“. 2. Assistance at the time of accidents, emergency and death in home for mentally deficient children.</p> <p>4. Community based rehabilitation for mentally challenged children.</p> <p>1. Survey and identification of mentally challenged children through anganwadi/ self help groups 2. Training to mothers on community based rehabilitation technique by the trained aganwadi workers.</p> <p>5. Welfare and rehabilitation of mentally ill.</p> <p>Survey and identification of mentally ill below poverty line families.</p> <p>(i) Medical aid to mentally ill.</p> <p>Reference service to specialist hospital</p> <p>ii) Asha Bhavan, home for mentally cured persons.</p> <p>Awareness to public about services offered by Asha Bhavan.</p> <p><i>Services to person suffering from locomotors disabilities and other homes</i></p> <p>1. Management of care home for disabled children, sishu vihar, home for disabled and infirm, custodial care home</p> <p>1. Survey and identification of disabled children in grama panchayat area. 2. Directs such children to get admission</p>			
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	<p>in the institutions.</p> <p>2. Organise medical camps and supply of aids and appliances to disabled.</p> <p>Organise medical camps for supply and distribution of aids and appliances</p> <p>3. Grant in aid to disabled institutions managed by non governmental organisations</p> <p><i>Welfare of the aged</i></p> <p>1. Collection of data on old age people.</p> <p>Survey</p> <p>2. Nutrition for the aged.</p> <p>Provide supplementary nutrition to the aged through anganwadi.</p> <p>3. Health care.</p> <p>Organise self check up and medical camp and refer cases to geriatric departments at the hospital.</p> <p>4. Information on rights and facilities of the aged.</p> <p>1. Dissemination of various rights and privileges envisaged in national policy for senior citizens, organise camps, seminar and sensitization programme about the need of the aged. 2. Organize programmes for honouring senior citizenship</p> <p>Old age home/ day care centre</p> <p>Identifying beneficiaries</p> <p>6. Non governmental organisations participation for the aged.</p> <p>1. Encourage non governmental organisations to run institutions for the care protection of the aged. 2. Encourage non governmental organisations to undertake day care centre with activities like relaxation, recreation, legal protection and skill</p>			
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	<p>utilisation.</p> <p>7. Celebration of the day of the elderly</p> <p>1. Conduct programmes for the celebration of the day of the elderly with the support of non governmental organisations. 2. Facilitate income generating schemes with the support of non governmental organisations.</p> <p>8. Income generating activities for the aged.</p> <p><i>Social security pensions*</i></p> <p>(i) Widow pension</p> <p>(ii) Destitute pension</p> <p>(iii) Old age pension</p> <p>(iv) Agriculture labourers pension</p> <p>(v) Unemployment doll</p> <p>(vi) Marriage assistance to daughters of poor widows</p> <p>(vii) Other social security pensions</p> <p>1. Announcing the broad framework of assistance. 2. Publishing time factor for receipt of application. 3. Make available application forms, receipt of applications, conducting enquiries. 4. Approval of grama sabha. 5. Final list to be published. 6. Payment to eligible beneficiaries. 7. Monitoring of schemes</p> <p><i>Observance of important days. a. Children"s Day b. Women"s Day c. Disabled Day d. Human Rights Day</i></p> <p>Children"s Day at anganwadi level.</p> <p><i>Child line</i></p> <p>Popularisation and sensitization of child line.</p> <p><i>Orphanage</i></p> <p>a. Care protection and education.</p> <p>b. Rehabilitation.</p> <p>1. Ensure remedial coaching, maintenance of minimum standards in</p>			
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	<p>the institution for inmates in terms of living conditions hygiene and sanitation. 2. Periodical monitoring and evaluation of orphanage</p> <p><i>Foundling homes for children below 5 years.</i></p> <p>a. Care and protection</p> <p>b. Adoption</p> <p>Prepare database</p> <p><i>Welfare of the women in distress</i></p> <p>Social Defence</p> <p><i>Compacting social evils</i></p> <p>1. Gender bias</p> <p>1. Sensitise gender issues. 2. Formation of jagradha samithi. 3. Promote girl child education with the help of Sarva Siksha Abhiyan. 4. Implement Balika Samridhi Yojana. 5. Implement income generating schemes for women.</p> <p>2. Female foeticide and infanticide.</p> <p>1. Sensitisation. 2. Effective implementation of integrated child development scheme. 3. Encourage girl child education.</p> <p>3. Alcoholism, drug abuse and substance abuse.</p> <p>1. Sensitisation programme. 2. Identify drug peddlers and prevent drug abuse. 3. Identify illicit liquor centres. 4. Take follow up action. 5. Identify all risk families, impart counselling service and material help.</p> <p>4. Suicide</p> <p>1. Sensitisation. 2. Identify all risk family and follow up.</p> <p>5. Dowry</p> <p>1. Conduct survey to identify death cases related to dowry problems and follow up. 2. Sensitisation programmes. 3. Implement integrated women</p>			
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		<p>empowerment programme.</p> <p>6. Domestic violence</p> <p>1. Sensitise general public. 2. Identify risk families and extent necessary help. 3. Implement intervention programmes.</p> <p>7. Child labour</p> <p>1. Raising public awareness by survey and dissemination of information. 2. Identify child labourers and implement rehabilitation schemes with the help of non governmental organizations.</p> <p>8. Beggary</p> <p>1. Awareness campaign for educating public for elimination of beggary. 2. Installation of notice boards in public places. 3. Creation of separate funds for the welfare of children engaged in begging.</p> <p>9. Children affected by violence, abuse in family, school, work place and public places.</p> <p>1. Conduct situation study in schools and colleges with the help of social work institutions, National Service Scheme volunteers etc. 2. Develop follow up action based on findings.</p> <p>10. Awareness programme against all other social evils such as caste discrimination, superstitious believes and untouchability</p> <p>Awareness programme</p> <p>11. Awareness against black marketing, tax evasion and other under world business and such other social evils</p> <p>Awareness programme</p> <p>Juvenile Justice Administration - child rights.</p> <p>1. Identification of children under Juvenile Justice Act and create</p>			
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		<p>facilities to these children to develop educational and vocational artistic talents with the help of non governmental organisations. 2. Create awareness on child rights, juvenile justice, adoption, foster care, sponsorship etc. and implement schemes in this regard. 3. Organise child guidance clinics, create children recreation facilities etc.</p> <p>Street children.</p> <p>1. Ensure free and compulsory education for all children up to 18 years. 2. Effective enforcement of Child Labour Act and Juvenile Justice Act. 3. Conduct survey for identifying at risk families. 4. Take all efforts to re-enroll all drops out school with the help of Sarva Siksha Abhiyan.</p>			
As per Government Order	District	<p>GO/57414/DP1/2003/LAD(Circular)-18/12/2003-The procedure for the selection of beneficiaries to the Social Security Pension</p> <p>GO (P)/105/2002/LAD-25/06/2002-Distribution of Social Security Pension and instruction to speedup the distribution procedure of different certificates.</p> <p>GO/22445/DP1/2003/LAD(Circular)-17/05/2003-KELTRON have been recognised as agencies to produce the equipments for Physically and metally retarded</p> <p>GO(TR)/2727/2003/LAD-23/07/2003-Kerala Federation of the Blind has been recognised as an organisation to implement the Blind rehabilitation project.</p> <p>G.O.222/2006/LAD-03/10/2006-permission to undertake construction of</p>			

		<p>drinking water wells in Estates of Wayanad Districts. G.O.73/2008/LAD-13/03/2008- permission to district Panchayats & Block Panchayats for undertaking projects related to physically, mentally challenged persons GO 2717/2007LSGD-03-12-2007 Subsidy rate for Physically & mentally challenged person Housing</p>			
	Block	<p>GO/57414/DP1/2003/LAD(Circular)-18/12/2003-The procedure for the selection of beneficiaries to the Social Security Pension GO (P)/105/2002/LAD-25/06/2002-Distribution of Social Security Pension and instruction to speedup the distribution procedure of different certificates. GO/22445/DP1/2003/LAD(Circular)-17/05/2003-KELTRON have been recognised as agencies to produce the equipments for Physically and metally retarded GO(TR)/2727/2003/LAD-23/07/2003-Kerala Federation of the Blind has been recognised as an organisation to implement the Blind rehabilitation project. G.O.222/2006/LAD-03/10/2006-permission to undertake construction of drinking water wells in Estates of Wayanad Districts. G.O.73/2008/LAD-13/03/2008-permission to district Panchayats & Block Panchayats for undertaking projects related to physically, mentally challenged persons GO 2717/2007LSGD-03-12-2007 Subsidy rate for Physically & mentally challenged person Housing</p>			
	Gram	<p>GO/57414/DP1/2003/LAD(Circular)-18/12/2003-The procedure for the</p>			

	<p>Panchayat</p> <p>selection of beneficiaries to the Social Security Pension</p> <p>GO (P)/105/2002/LAD-25/06/2002- Distribution of Social Security Pension and instruction to speedup the distribution procedure of different certificates.</p> <p>GO/22445/DP1/2003/LAD(Circular)-17/05/2003-KELTRON have been recognised as agencies to produce the equipments for Physically and metally retarded</p> <p>GO(TR)/2727/2003/LAD-23/07/2003- Kerala Federation of the Blind has been recognised as an organisation to implement the Blind rehabilitation project.</p> <p>G.O.222/2006/LAD-03/10/2006- permission to undertake construction of drinking water wells in Estates of Wayanad Districts.</p> <p>G.O.73/2008/LAD-13/03/2008- permission to district Panchayats & Block Panchayats for undertaking projects related to physically, mentally challenged persons</p> <p>GO 2717/2007LSGD-03-12-2007 Subsidy rate for Physically & mentally challenged person Housing</p>			
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		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: 1. Management of post metric hostels. 2. Management of vocational training centres for the Scheduled Caste/Scheduled Tribes.	Educational Development 1.Pre-primary education/ nursery/ kindergarten for Scheduled Castes and Scheduled Tribes Training for teachers for quality improvement 2. Adult education/ literacy programme for Scheduled Tribes District level coordination	Educational Development Primary education i. Pre metric hostels for Scheduled Castes 1. Management of pre-metric hostels (Mess charge, uniform, furniture, travelling allowance etc.) 2. Construction of building 3. Selection of students 4. Tuition system 5. Appointment of temporary staff Welfare Activities 1.Rehabilitation of landless Scheduled Caste and Scheduled Tribe families 1. Land purchase 2. House construction 2.Housing Provide supplementary assistance 3.Sanitation (individual/ families) Provide subsidy Economic Development 1.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in cooperative sector Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working	Educational Development 1.Pre-primary education/ nursery/ kindergarten for Scheduled Castes and Scheduled Tribes 1. Opening 2. Construction and maintenance of buildings 3. Enrolment 4. Feeding 5. Supply of uniform 2. Enrolment of Scheduled Castes and Scheduled Tribes, arresting of drop out 1. Campaign using Scheduled Caste and Scheduled Tribe promoters 2. Arrange school requisites 3. Counselling for parents 4. Remedial coaching 3.Welfare of Scheduled Caste and Scheduled Tribe students Supply of school bags, text books, umbrella, uniform, chapels etc. 4.Financial assistance to Scheduled Caste and Scheduled Tribe
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: 1. Management of pre-metric hostels. 2. Promotion of Co-operative Societies means for Scheduled Caste/Scheduled Tribes.	3.Better education to Scheduled Caste and Scheduled Tribe students Select bright Scheduled Caste and Scheduled Tribe students and admit them in well known residential public schools for their study from 5th to 10th standards Welfare Activities 1.Housing Provide supplementary assistance 2.Sanitation (individual/ families) Provide subsidy 3.Scheduled Tribe youth festival District level youth festival Economic Development 1.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in		
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Implementation of beneficiary oriented schemes under S.C.P., T.S.P. 2. Running of nursery schools for Scheduled Caste-Scheduled Tribes. 3. Arrange basic facilities in Scheduled Caste-Scheduled Tribe Colonies. 4. Provide assistance to Scheduled Caste-Scheduled Tribe Students. 5. Provide discretionary assistance to scheduled Caste-Scheduled Tribe when necessary.			

As per Activity Mapping	District	<p>Educational Development 1.Pre-primary education/ nursery/ kindergarten for Scheduled Castes and Scheduled Tribes Training for teachers for quality improvement 2. Adult education/ literacy programme for Scheduled Tribes District level coordination 3.Better education to Scheduled Caste and Scheduled Tribe students Select bright Scheduled Caste and Scheduled Tribe students and admit them in well known residential public schools for their study from 5th to 10th standards</p> <p>Welfare Activities 1.Housing Provide supplementary assistance 2.Sanitation (individual/ families) Provide subsidy 3.Scheduled Tribe youth festival District level youth festival</p> <p>Economic Development 1.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in cooperative sector Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc. 2.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the forest and social forestry sector Frame policy decisions for the development of Scheduled Castes and Scheduled Tribes living within forest areas in consultation with forest development agencies and Scheduled Castes and Scheduled Tribes Development Departments 3.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in health sector (Allopathic, Homoeo and Indian Systems of Medicine)</p>	<p>cooperative sector Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc. 2.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the forest and social forestry sector Frame policy decisions for the development of Scheduled Castes and Scheduled Tribes living within forest areas in consultation with forest development agencies and Scheduled Castes and Scheduled Tribes Development Departments 3.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in health sector (Allopathic, Homoeo and Indian Systems of Medicine) 1. Health surveys, studies, medical camps etc, and issue of health cards to Scheduled Tribe patients etc. 2. Coordination of health care programmes undertaken by Health Services Departments, Local Governments, Scheduled Castes/ Scheduled Tribes Development Departments and non governmental organisations 4.Development programmes</p>	<p>capital assistance etc. depending on their area of operation, functions etc. 2.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the forest and social forestry sector Ensure sufficient experts and other personnel required for the functioning of the vanasamrakshana samithies (self help groups empowered for the protection of forest areas and also implement development programmes within forest areas without creating damage to the flora and fauna) and the forest development agency (registered society under Charitable Societies Act) which is the apex body of the self help groups in consultation with district panchayat, Forest and Scheduled Castes and Scheduled Tribes Development Departments 3.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the small scale industries sector Arrange the setting up of Scheduled Caste/ Scheduled Tribe small industrial units by mobilising the potential of Scheduled Caste/ Scheduled Tribe entrepreneurs in collaboration with banks, kudumbashree units, Scheduled</p>	<p>students in schools 1. Award of scholarship to Scheduled Caste and Scheduled Tribe students 2. Financial assistance to parents 5.Financial assistance for higher studies Award of scholarship to Scheduled Caste and Scheduled Tribe students, financial assistance for higher studies 6.Scholarships to Scheduled Caste students whose parents are engaged in unclean occupation Identify Scheduled Caste students whose parents are engaged in unclean occupation and sanction scholarships Welfare Activities 1.Marriage assistance Disbursement of marriage assistance to eligible Scheduled Caste and Scheduled Tribe beneficiaries 2.Rehabilitation of landless Scheduled Caste and Scheduled Tribe families Beneficiary selection 3.Housing 1. Beneficiary selection (i) through grama sabha for Scheduled Castes</p>
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		<p>1. Health surveys, studies, medical camps etc, and issue of health cards to Scheduled Tribe patients etc. 2. Coordination of health care programmes undertaken by Health Services Departments, Local Governments, Scheduled Castes/ Scheduled Tribes Development Departments and non governmental organisations</p> <p>4.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in social welfare sector</p> <p>1. Disburse social security and other pensions beneficial to Scheduled Castes/ Scheduled Tribes 2. Supervision and control of Integrated Child Development Scheme projects beneficial to Scheduled Castes/ Scheduled Tribes</p> <p>5.Poverty Alleviation</p> <p>Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.</p>	<p>benefiting Scheduled Castes/ Scheduled Tribes in social welfare sector</p> <p>1. Disburse social security and other pensions beneficial to Scheduled Castes/ Scheduled Tribes 2. Supervision and control of Integrated Child Development Scheme projects beneficial to Scheduled Castes/ Scheduled Tribes</p> <p>5.Poverty Alleviation</p> <p>Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.</p>	<p>Castes, Scheduled Tribes and Industries Departments etc. and higher tier local governments</p> <p>4.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in health sector (Allopathic, Homoeo and Indian Systems of Medicine)</p> <p>1. Management of community health centres in tribal and Scheduled Caste areas 2. Posting of health workers in collaboration with Scheduled Castes/ Scheduled Tribes and Health Departments</p> <p>5.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in social welfare sector</p> <p>Formulate and implement schemes for the benefit of disabled Scheduled Caste/ Scheduled Tribe children.</p> <p>6.Poverty Alleviation</p> <p>Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.</p>	<p>(ii) through oorukuttom for Scheduled Tribes</p> <p>2. House construction/ financial assistance</p> <p>4.Thatching grant</p> <p>Disbursement of financial assistance for annual thatching of Scheduled Caste and Scheduled Tribe houses</p> <p>5.Arrangement of basic amenities in Scheduled Caste and Scheduled Tribe colonies</p> <p>Basic amenities such as digging of wells/water supply, roads, installation of common water taps, street lights, electrification, sanitation etc (as a package or otherwise in habitat)</p> <p>6.Repair/renovation/ maintenance of houses</p> <p>Repair/renovation/ maintenance of houses</p> <p>Sanitation (individual/ families)</p> <p>Implementation of sanitation programme</p> <p>7.Electrification (individual/ families)</p> <p>Electrification of Scheduled Caste / Scheduled Tribe households</p> <p>8.Travelling Allowance to Scheduled Caste and Scheduled Tribe job seekers</p>
	Block	<p>Educational Development</p> <p>Primary education</p> <p>i. Pre metric hostels for Scheduled Castes</p> <p>1. Management of pre-metric hostels (Mess charge, uniform, furniture, travelling allowance etc.)</p> <p>2. Construction of building</p> <p>3. Selection of students</p> <p>4. Tuition system</p> <p>5. Appointment of temporary staff</p> <p>Welfare Activities</p> <p>1.Rehabilitation of landless Scheduled Caste and Scheduled Tribe families</p> <p>1. Land purchase</p> <p>2. House construction</p> <p>2.Housing</p> <p>Provide supplementary assistance</p> <p>3.Sanitation (individual/ families)</p> <p>Provide subsidy</p> <p>Economic Development</p> <p>1.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in cooperative sector</p>			

	<p>Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc.</p> <p>2.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the forest and social forestry sector Ensure sufficient experts and other personnel required for the functioning of the vanasamrakshana samithies (self help groups empowered for the protection of forest areas and also implement development programmes within forest areas without creating damage to the flora and fauna) and the forest development agency (registered society under Charitable Societies Act) which is the apex body of the self help groups in consultation with district panchayat, Forest and Scheduled Castes and Scheduled Tribes Development Departments</p> <p>3.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the small scale industries sector Arrange the setting up of Scheduled Caste/ Scheduled Tribe small industrial units by mobilising the potential of Scheduled Caste/ Scheduled Tribe entrepreneurs in collaboration with banks, kudumbashree units, Scheduled Castes, Scheduled Tribes and Industries Departments etc. and higher tier local governments</p> <p>4.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in health sector (Allopathic, Homoeo and Indian Systems of Medicine) 1.Management of community health centres in tribal and Scheduled Caste areas 2. Posting of health workers in collaboration with Scheduled Castes/ Scheduled Tribes and Health Departments</p> <p>5.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in social welfare sector Formulate and implement schemes for the</p>			<p>Provide travelling allowance to Scheduled Caste and Scheduled Tribe candidates for attending interview by Public Service Commission/ Employment Exchange</p> <p>9.Discretionary grant Identification of beneficiaries and distribution of discretionary grant</p> <p>10.Financial assistance for treatment Disburse treatment assistance to Scheduled Caste/Scheduled Tribe beneficiaries</p> <p>11.Prevention and treatment of contagious diseases/ epidemics among Scheduled Castes/ Scheduled Tribes Prevention and treatment of contagious diseases/ epidemics among Scheduled Castes/Scheduled Tribes</p> <p>12.Transportation of Scheduled Caste/ Scheduled Tribe patients to hospitals, transportation of dead bodies to habitats 1. Make arrangements in transporting Scheduled Caste/ Scheduled Tribe patients to hospitals.</p>
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		benefit of disabled Scheduled Caste/ Scheduled Tribe children. 6.Poverty Alleviation Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.			2. Transportation of dead bodies to habitats 13.Burial grounds Maintenance of burial grounds Economic Development 1.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in cooperative sector Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc. 2.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the forest and social forestry sector Undertake development programmes such as housing, drinking water facilities, electrification (non-conventional/ conventional), health care, educational programmes including alternate schooling facilities, sanitation programmes, employment generation and economic development programmes
	Gram Panchayat	Educational Development 1.Pre-primary education/ nursery/ kindergarten for Scheduled Castes and Scheduled Tribes 1. Opening 2. Construction and maintenance of buildings 3. Enrolment 4. Feeding 5. Supply of uniform 2. Enrolment of Scheduled Castes and Scheduled Tribes, arresting of drop out 1. Campaign using Scheduled Caste and Scheduled Tribe promoters 2. Arrange school requisites 3. Counselling for parents 4. Remedial coaching 3.Welfare of Scheduled Caste and Scheduled Tribe students Supply of school bags, text books, umbrella, uniform, chapels etc. 4.Financial assistance to Scheduled Caste and Scheduled Tribe students in schools 1. Award of scholarship to Scheduled Caste and Scheduled Tribe students 2. Financial assistance to parents 5.Financial assistance for higher studies Award of scholarship to Scheduled Caste and Scheduled Tribe students, financial assistance for higher studies 6.Scholarships to Scheduled Caste students whose parents are engaged in unclean occupation Identify Scheduled Caste students whose parents are engaged in unclean occupation and sanction scholarships Welfare Activities 1.Marriage assistance Disbursement of marriage assistance to			

	<p>eligible Scheduled Caste and Scheduled Tribe beneficiaries</p> <p>2.Rehabilitation of landless Scheduled Caste and Scheduled Tribe families Beneficiary selection</p> <p>3.Housing 1. Beneficiary selection (i) through grama sabha for Scheduled Castes (ii) through oorukuttom for Scheduled Tribes 2. House construction/ financial assistance</p> <p>4.Thatching grant Disbursement of financial assistance for annual thatching of Scheduled Caste and Scheduled Tribe houses</p> <p>5.Arrangement of basic amenities in Scheduled Caste and Scheduled Tribe colonies Basic amenities such as digging of wells/water supply, roads, installation of common water taps, street lights, electrification, sanitation etc (as a package or otherwise in habitat)</p> <p>6.Repair/renovation/ maintenance of houses Repair/renovation/ maintenance of houses</p> <p>Sanitation (individual/ families) Implementation of sanitation programme</p> <p>7.Electrification (individual/ families) Electrification of Scheduled Caste / Scheduled Tribe households</p> <p>8.Travelling Allowance to Scheduled Caste and Scheduled Tribe job seekers Provide travelling allowance to Scheduled Caste and Scheduled Tribe candidates for attending interview by Public Service Commission/ Employment Exchange</p> <p>9.Discretionary grant Identification of beneficiaries and distribution of discretionary grant</p> <p>10.Financial assistance for treatment Disburse treatment assistance to Scheduled Caste/Scheduled Tribe beneficiaries</p> <p>11.Prevention and treatment of contagious diseases/ epidemics among Scheduled Castes/ Scheduled Tribes Prevention and treatment of contagious diseases/ epidemics among Scheduled Castes/Scheduled Tribes</p>			<p>for Scheduled Castes/ Scheduled Tribes families living within forest areas by ensuring the participation of Scheduled Tribe oorukootams, and vanasamrakshana samithies.</p> <p>3.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the small scale industries sector Arrange the setting up of Scheduled Caste/ Scheduled Tribe small industrial units by mobilising the potential of Scheduled Caste/ Scheduled Tribe entrepreneurs in collaboration with banks, kudumbashree units, Scheduled Castes, Scheduled Tribes and Industries Departments etc. and higher tier local governments</p> <p>4.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in health sector (Allopathic, Homoeo and Indian Systems of Medicine) 1. Management of primary health centres/ homoeo and ayurveda</p>
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	<p>12. Transportation of Scheduled Caste/ Scheduled Tribe patients to hospitals, transportation of dead bodies to habitats</p> <ol style="list-style-type: none"> 1. Make arrangements in transporting Scheduled Caste/ Scheduled Tribe patients to hospitals. 2. Transportation of dead bodies to habitats <p>13. Burial grounds</p> <p>Maintenance of burial grounds</p> <p>Economic Development</p> <p>1. Development programmes benefiting Scheduled Castes/ Scheduled Tribes in cooperative sector</p> <p>Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc.</p> <p>2. Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the forest and social forestry sector</p> <p>Undertake development programmes such as housing, drinking water facilities, electrification (non-conventional/ conventional), health care, educational programmes including alternate schooling facilities, sanitation programmes, employment generation and economic development programmes for Scheduled Castes/ Scheduled Tribes families living within forest areas by ensuring the participation of Scheduled Tribe oorukootams, and vanasamrakshana samithies.</p> <p>3. Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the small scale industries sector</p> <p>Arrange the setting up of Scheduled Caste/ Scheduled Tribe small industrial units by mobilising the potential of Scheduled Caste/ Scheduled Tribe entrepreneurs in collaboration with banks, kudumbashree units, Scheduled Castes, Scheduled Tribes and Industries Departments etc. and higher tier local governments</p> <p>4. Development programmes benefiting</p>			<p>health centres in tribal areas and Scheduled Caste habitations</p> <ol style="list-style-type: none"> 2. Implementation of specific projects for the treatment of diseases commonly seen among Scheduled Castes/ Scheduled Tribes people like Tuberculosis, Leprosy, Cancer, Heart Diseases, Skin Diseases, Water- borne Diseases, Sickle Cell Anaemia etc. with emphasis on health extension <p>5. Development programmes benefiting Scheduled Castes/ Scheduled Tribes in social welfare sector</p> <ol style="list-style-type: none"> 1. Provide food to pre-school Scheduled Caste/ Scheduled Tribe children 2. Implement child welfare programmes beneficial to Scheduled Caste/ Scheduled Tribe children 3. Supervise the functioning of anganwadies beneficial to Scheduled Castes/ Scheduled Tribes 4. Construct buildings for anganwadies benefiting Scheduled Caste/ Scheduled Tribe children <p>6. Poverty Alleviation</p>
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		<p>Scheduled Castes/ Scheduled Tribes in health sector (Allopathic, Homoeo and Indian Systems of Medicine)</p> <p>1. Management of primary health centres/ homoeo and ayurveda health centres in tribal areas and Scheduled Caste habitations 2. Implementation of specific projects for the treatment of diseases commonly seen among Scheduled Castes/ Scheduled Tribes people like Tuberculosis, Leprosy, Cancer, Heart Diseases, Skin Diseases, Water- borne Diseases, Sickle Cell Anaemia etc. with emphasis on health extension</p> <p>5.Development programmes benefiting Scheduled Castes/ Scheduled Tribes in social welfare sector</p> <p>1. Provide food to pre-school Scheduled Caste/ Scheduled Tribe children</p> <p>2. Implement child welfare programmes beneficial to Scheduled Caste/ Scheduled Tribe children</p> <p>3. Supervise the functioning of anganwadies beneficial to Scheduled Castes/ Scheduled Tribes</p> <p>4. Construct buildings for anganwadies benefiting Scheduled Caste/ Scheduled Tribe children</p> <p>6.Poverty Alleviation</p> <p>Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.</p>			Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.
As per Government Order	District	<p>GO/33933/DP1/2004/LAD(Circular)-02/08/2004-Sanction of rehabilitation of landless ST in the nearby places because of higher price value of land urban area 33447/D.P1/2006/LAD (circular)-28/09/2006-house construction of SC/ST-clarification regarding VEOs also have power to give stage certificates G.O.(P)12/97/Planning -30/08/97-District level committees for the approval of SC/ST development programs and to evaluate improvement of implementation</p>			

		G.O.(M.S)54/2003/Planning -31/05/2003- Guidelines to local self institutions for preparation and implementation of ST Sub-plan GO1084/2008/-17-09-2008 Implementation role of Pre Matric Hostel			
	Block	GO/33933/DP1/2004/LAD(Circular)- 02/08/2004-Sanction of rehabilitation of landless ST in the nearby places because of higher price value of land urban area 33447/D.P1/2006/LAD (circular)- 28/09/2006-house construction of SC/ST- clarification regarding VEOs also have power to give stage certificates G.O.(P)12/97/Planning -30/08/97-District level committees for the approval of SC/ST development programs and to evaluate improvement of implementation G.O.(M.S)54/2003/Planning -31/05/2003- Guidelines to local self institutions for preparation and implementation of ST Sub- plan GO1084/2008/-17-09-2008 Implementation role of Pre Matric Hostel			
	Gram Panchayat	GO/33933/DP1/2004/LAD(Circular)- 02/08/2004-Sanction of rehabilitation of landless ST in the nearby places because of higher price value of land urban area 33447/D.P1/2006/LAD (circular)- 28/09/2006-house construction of SC/ST- clarification regarding VEOs also have power to give stage certificates G.O.(P)12/97/Planning -30/08/97-District level committees for the approval of SC/ST development programs and to evaluate improvement of implementation G.O.(M.S)54/2003/Planning -31/05/2003- Guidelines to local self institutions for preparation and implementation of ST Sub- plan GO1084/2008/-17-09-2008 Implementation role of Pre Matric Hostel			

Subject Public Distribution System
Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule.	Management of Public Distribution System	Management of Public Distribution System	Management of Public Distribution System General supervision and guidance of Ration Shops, Maveli Stores, Neethi Stores and other public distribution systems
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule.			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: Examining the complaints against the Public Distribution System and find out and implement remedial measures. 2. Organise campaigns against offences relating to weights and measures. 3. General supervision and guidance of Ration Shops, Maveli Stores, Neethi Stores and other public distribution systems and start new public distribution centres, if necessary.			
As per Activity Mapping	District	Management of Public Distribution System			
	Block	Management of Public Distribution System			
	Gram Panchayat	Management of Public Distribution System General supervision and guidance of Ration Shops, Maveli Stores, Neethi Stores and other public distribution systems			

As per Government Order	District	GO71413/DB2/2008/LAD(Circular)-29/11/2008-Instruction about the Uniformity of Food Security Projects GO/71413/DB2/2008/LAD(Circular)-10/11/2008-Instruction about food grains supply projects			
	Block	GO71413/DB2/2008/LAD(Circular)-29/11/2008-Instruction about the Uniformity of Food Security Projects GO/71413/DB2/2008/LAD(Circular)-10/11/2008-Instruction about food grains supply projects			
	Gram Panchayat	GO71413/DB2/2008/LAD(Circular)-29/11/2008-Instruction about the Uniformity of Food Security Projects GO/71413/DB2/2008/LAD(Circular)-10/11/2008-Instruction about food grains supply projects			

Subject Indian Systems of Medicine (Ayurveda)

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule. 1. Management of district hospitals with all systems of medicines. 2. Setting up of centres for the care of special categories of handicapped and mentally disabled people. 3. Co-ordination of centrally and state sponsored programmes at district level	Management of District Hospital	Running of community health centres and Taluk Hospitals with all systems of medicine within the Block Panchayat	Management of dispensaries under Indian systems of medicines

As per Activity Mapping	Block	<p>It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule.</p> <p>Running of community health centres and Taluk Hospitals with all systems of medicine within the Block Panchayat</p>			
	Gram Panchayat	<p>It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule:</p> <ol style="list-style-type: none"> 1. Running of dispensaries, Primary Health Centres and Sub-centres (with all systems of medicines.) 2. Management of maternity and Child Welfare Centres. 3. Carry out immunisation and other preventive measures. 4. Implementation of family welfare programme. 5. Implementation of sanitation programmes. <p>Maintenance of common dispensaries, child welfare centres, etc.- Subject to the provisions of this Act and the rules made there under, a village panchayat or two or more village panchayats together may establish and maintain common dispensaries, child welfare centres and institutions of such other kind as may be specified by the Government.</p>			
	District	<p>1. Management of hospitals/ dispensaries / primary health centres Day to day management of district hospitals under all streams.</p> <p>2. Administrative Matters Filling up of vacancy Appoint qualified persons on contract</p>			

	<p>basis / through Employment Exchange when Public Service Commission list is not available.</p> <p>3.Sanctioning of leave</p> <p>i. Casual leave and other leave where alternate arrangements are not needed.</p> <p>ii. Long leave where alternate arrangements are needed</p> <p>iii. Transfer of Employees To be sanctioned by President in the case of head of institution</p> <p>4. Procurement of equipment and drugs Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of buildings. i.Maintenance and repair of existing buildings, ii.Construction of buildings for the hospitals under all streams</p> <p>6.Reporting and monthly programme meeting To be convened under the Chairmanship of Standing Committee Chairman</p> <p>7. Epidemic management 1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Health education.</p> <p>8.National programmes Coordinate state / national level programmes at district level and provide additional support.</p> <p>9.Laboratory and investigation services 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required.</p>			
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		<p>3. Make available modern equipment and other prerequisites for the laboratories.</p> <p>10.Family welfare activities</p> <p>i. Promotion</p> <p>ii. Implementation</p> <p>iii. Follow-up</p> <p>iv. School health programme Promote school health programmes with emphasis on environmental aspects</p> <p>11.Bio medical waste management In accordance with the provisions laid down in Bio Medical Waste Handling Rules</p>			
	Block	<p>1.Management of hospitals/ dispensaries / primary health centres Day to day management and monitoring of community health centres/ taluk headquarters hospitals and other institutions under ayurveda and homoeo.</p> <p>2.Administrative Matters Filling up of vacancy Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available.</p> <p>3.Sanctioning of leave</p> <p>i. Casual leave and other leave where alternate arrangements are not needed.</p> <p>ii. Long leave where alternate arrangements are needed</p> <p>iii. Transfer of Employees To be sanctioned by President in the case of head of institution</p> <p>4.Procurement of equipment and drugs Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of</p>			

	<p>buildings. 1.Maintenance and repair of existing buildings, 2.Construction of buildings for the hospitals under all streams</p> <p>6.Reporting and monthly programme meeting To be convened under the Chairmanship of President/ Standing Committee Chairman</p> <p>7.Clinics Special clinics like adolescent clinics, diabetes and hypertension clinics, geriatric clinics to be organised</p> <p>8.Curative and preventive aspects Out Patient, In Patient issues 1. In patient facilities to be made available in community health centres / taluk hospitals. 2. Strengthen emergency care services.</p> <p>9.Epidemic management 1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Health education.</p> <p>10.National programmes Additional support for conduct of national programmes for motivation and mobilisation of clients.</p> <p>11.Preventive aspects 1. Periodic epidemiological surveys and health need assessment 2. Preventive measures like immunisation / vaccination.</p> <p>12.Laboratory and investigation services 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment</p>			
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		<p>and other prerequisites for the laboratories.</p> <p>13.Family welfare activities</p> <p>i. Promotion</p> <p>ii. Implementation</p> <p>iii. Follow-up</p> <p>iv. School health programme</p> <p>Promotional activities for mother and child health and family planning</p> <p>Periodical review of progress</p> <p>14.Bio medical waste management</p> <p>In accordance with the provisions laid down in Bio Medical Waste Handling Rules</p>			
	Gram Panchayat	<p>1.Management of hospitals/ dispensaries / primary health centres</p> <p>Day to day management and monitoring of primary health centres and sub centres, government ayurveda and government homoeo dispensaries</p> <p>2.Administrative Matters Filling up of vacancy</p> <p>Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available.</p> <p>3.Sanctioning of leave</p> <p>i. Casual leave and other leave where alternate arrangements are not needed.</p> <p>ii. Long leave where alternate arrangements are needed</p> <p>iii. Transfer of Employees</p> <p>To be sanctioned by President in the case of head of institution</p> <p>4.Procurement of equipment and drugs</p> <p>Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of</p>			

	<p>buildings.</p> <p>1. Maintenance and repair of existing buildings, 2. Construction of buildings for health centres and dispensaries.</p> <p>6.Reporting and monthly programme meeting</p> <p>To be convened under the Chairmanship of President/</p> <p>7.Health Standing Committee</p> <p>Chairman</p> <p>Sub centres</p> <p>i. Acquisition of land</p> <p>ii. Construction and maintenance of sub centre</p> <p>iii. Rent of sub centre</p> <p>iv. Redefining function and additional work of staff</p> <p>v. Supervision of Junior Health Inspector/ Junior</p> <p>8.Public Health Nurse</p> <p>Identify land for construction of sub centre. Construction and maintenance of sub centre Provide from the grama panchayat fund Participation of health related programmes under the guidance of Medical Officer</p> <p>1. Regularity of work;</p> <p>2. Quality of service delivery</p> <p>Public interaction assessed</p> <p>9.Clinics</p> <p>Special clinics like adolescent clinics, diabetes and hypertension clinics, geriatric clinics to be organised</p> <p>10.Curative and preventive aspects</p> <p>Out Patient, In Patient issues</p> <p>1. Primary health centres with out patient service and public health activities.</p> <p>2. Strengthen the out patient services and special clinics.</p>			
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		<p>11.Epidemic management</p> <ol style="list-style-type: none"> 1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Reporting of outbreak of epidemics. 6. Health education. <p>12.National programmes Additional support for conduct of national programmes for motivation and mobilisation of clients.</p> <p>13.Preventive aspects</p> <ol style="list-style-type: none"> 1. Periodic epidemio logical surveys and health need assessment 2. Preventive measures like immunisation / vaccination. <p>14.Laboratory and investigation services</p> <ol style="list-style-type: none"> 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment and other prerequisites for the laboratories. <p>15.Family welfare activities</p> <ol style="list-style-type: none"> i. Promotion ii. Implementation iii. Follow-up iv. School health programme <p>Promotional activities for mother and child health and family planning Supportive role Periodical review of progress Promote school health programmes with emphasis on environmental aspects</p> <p>16.Bio medical waste management In accordance with the provisions laid down in Bio Medical Waste Handling Rules</p>			
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As per Governm ent Order	District	GO(P)184/99/27/09/1999LGS-To handover the District Hospitals to the District Panchayat GO(General)2044/2005/LGS-20/05/2005-The permission to conduct the developmental activities of the Malappuram District Hospital through the Malappuram District Hospital Welfare Council 59850/F.M.2/2008/LSGD-28-10-2008 Medicine for Ayurveda Hospital & Dispensary G.O.(M.S)321/2008/LSGS Discount for Ayurvedic Medicune GO3075/2008/LSGD-11-08-2008 Permission of buying Ayurvedic Medicine in Kollam Ayurveda Hospital			
	Block	59850/F.M.2/2008/LSGD-28-10-2008 Medicine for Ayurveda Hospital & Dispensary G.O.(M.S)321/2008/LSGS Discount for Ayurvedic Medicune GO3075/2008/LSGD-11-08-2008 Permission of buying Ayurvedic Medicine in Kollam Ayurveda Hospital			
	Gram Panchayat	GO/8597/P3/98/LSG(circular)-18/02/1998-The Gram Panchayats have the power to control Sub-Center under the Community Health Centre 59850/F.M.2/2008/LSGD-28-10-2008 Medicine for Ayurveda Hospital & Dispensary G.O.(M.S)321/2008/LSGS Discount for Ayurvedic Medicune GO3075/2008/LSGD-11-08-2008 Permission of buying Ayurvedic Medicine in Kollam Ayurveda Hospital			

Subject Homeopathy

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule. 1. Management of district hospitals with all systems of medicines. 2. Setting up of centres for the care of special categories of handicapped and mentally disabled people. 3. Co-ordination of centrally and state sponsored programmes at district level.	Management of District Hospital	Management of Community Health Centres	Management of Primary Health Centres, Implementation of Sanitation Programme and Waist management
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule. Running of community health centres and Taluk Hospitals with all systems of medicine within the Block Panchayat.			
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: 1. Running of dispensaries, Primary Health Centres and Sub-centres (with all systems of medicines.) 2. Management of maternity and Child Welfare Centres. 3. Carry out immunisation and other preventive measures.			

		<p>4. Implementation of family welfare programme.</p> <p>5. Implementation of sanitation programmes.</p> <p>Maintenance of common dispensaries, child welfare centres, etc.- Subject to the provisions of this Act and the rules made there under, a village panchayat or two or more village panchayats together may establish and maintain common dispensaries, child welfare centres and institutions of such other kind as may be specified by the Government.</p>			
As per Activity Mapping	District	<p>1. Management of hospitals/ dispensaries / primary health centres Day to day management of district hospitals under all streams.</p> <p>2. Administrative Matters Filling up of vacancy Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available.</p> <p>3. Sanctioning of leave</p> <p>i. Casual leave and other leave where alternate arrangements are not needed.</p> <p>ii. Long leave where alternate arrangements are needed</p> <p>iii. Transfer of Employees To be sanctioned by President in the case of head of institution</p> <p>4. Procurement of equipment and drugs Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of buildings.</p>			

		<p>i.Maintenance and repair of existing buildings, ii.Construction of buildings for the hospitals under all streams</p> <p>6.Reporting and monthly programme meeting To be convened under the Chairmanship of Standing Committee Chairman</p> <p>7. Epidemic management 1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Health education.</p> <p>8.National programmes Coordinate state / national level programmes at district level and provide additional support.</p> <p>9.Laboratory and investigation services 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment and other prerequisites for the laboratories.</p> <p>10.Family welfare activities i. Promotion ii. Implementation iii. Follow-up iv. School health programme Promote school health programmes with emphasis on environmental aspects</p> <p>11.Bio medical waste management In accordance with the provisions laid down in Bio Medical Waste Handling Rules</p>			
	Block	1.Management of hospitals/			

	<p>dispensaries / primary health centres Day to day management and monitoring of community health centres/ taluk headquarters hospitals and other institutions under ayurveda and homoeo.</p> <p>2.Administrative Matters Filling up of vacancy Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available.</p> <p>3.Sanctioning of leave i. Casual leave and other leave where alternate arrangements are not needed. ii. Long leave where alternate arrangements are needed iii. Transfer of Employees To be sanctioned by President in the case of head of institution</p> <p>4.Procurement of equipment and drugs Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of buildings. 1.Maintenance and repair of existing buildings, 2.Construction of buildings for the hospitals under all streams</p> <p>6.Reporting and monthly programme meeting To be convened under the Chairmanship of President/ Standing Committee Chairman</p> <p>7.Clinics Special clinics like adolescent clinics, diabetes and hypertension</p>			
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	<p>clinics, geriatric clinics to be organised</p> <p>8.Curative and preventive aspects</p> <p>Out Patient, In Patient issues</p> <p>1. In patient facilities to be made available in community health centres / taluk hospitals. 2. Strengthen emergency care services.</p> <p>9.Epidemic management</p> <p>1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Health education.</p> <p>10.National programmes</p> <p>Additional support for conduct of national programmes for motivation and mobilisation of clients.</p> <p>11.Preventive aspects</p> <p>1. Periodic epidemiological surveys and health need assessment 2. Preventive measures like immunisation / vaccination.</p> <p>12.Laboratory and investigation services</p> <p>1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment and other prerequisites for the laboratories.</p> <p>13.Family welfare activities</p> <p>i. Promotion</p> <p>ii. Implementation</p> <p>iii. Follow-up</p> <p>iv. School health programme</p> <p>Promotional activities for mother and child health and family planning</p> <p>Periodical review of progress</p> <p>14.Bio medical waste management</p>			
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		In accordance with the provisions laid down in Bio Medical Waste Handling Rules			
	Gram Panchayat	<p>1.Management of hospitals/ dispensaries / primary health centres Day to day management and monitoring of primary health centres and sub centres, government ayurveda and government homoeo dispensaries</p> <p>2.Administrative Matters Filling up of vacancy Appoint qualified persons on contract basis / through Employment Exchange when Public Service Commission list is not available.</p> <p>3.Sanctioning of leave i. Casual leave and other leave where alternate arrangements are not needed. ii. Long leave where alternate arrangements are needed iii. Transfer of Employees To be sanctioned by President in the case of head of institution</p> <p>4.Procurement of equipment and drugs Purchase drugs / equipment on the basis of approved list and rates.</p> <p>5. Construction and maintenance of buildings. 1. Maintenance and repair of existing buildings, 2. Construction of buildings for health centres and dispensaries.</p> <p>6.Reporting and monthly programme meeting To be convened under the Chairmanship of President/</p>			

	<p>7.Health Standing Committee Chairman</p> <p>Sub centres</p> <p>i. Acquisition of land</p> <p>ii. Construction and maintenance of sub centre</p> <p>iii. Rent of sub centre</p> <p>iv. Redefining function and additional work of staff</p> <p>v. Supervision of Junior Health Inspector/ Junior 8.Public Health Nurse</p> <p>Identify land for construction of sub centre. Construction and maintenance of sub centre Provide from the grama panchayat fund Participation of health related programmes under the guidance of Medical Officer</p> <ol style="list-style-type: none"> 1. Regularity of work; 2. Quality of service delivery <p>Public interaction assessed</p> <p>9.Clinics</p> <p>Special clinics like adolescent clinics, diabetes and hypertension clinics, geriatric clinics to be organised</p> <p>10.Curative and preventive aspects Out Patient, In Patient issues</p> <ol style="list-style-type: none"> 1. Primary health centres with out patient service and public health activities. 2. Strengthen the out patient services and special clinics. <p>11.Epidemic management</p> <ol style="list-style-type: none"> 1. Provide required funds 2. Provide additional manpower 3. Muster the support of non governmental organisations 4. Organise preventive measures. 5. Reporting of outbreak of 			
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		<p>epidemics.</p> <p>6. Health education.</p> <p>12.National programmes Additional support for conduct of national programmes for motivation and mobilisation of clients.</p> <p>13.Preventive aspects 1. Periodic epidemiological surveys and health need assessment 2. Preventive measures like immunisation / vaccination.</p> <p>14.Laboratory and investigation services 1. Ensure proper functioning of the existing laboratories. 2. Set up laboratory facilities wherever required. 3. Make available modern equipment and other prerequisites for the laboratories.</p> <p>15.Family welfare activities i. Promotion ii. Implementation iii. Follow-up iv. School health programme Promotional activities for mother and child health and family planning Supportive role Periodical review of progress Promote school health programmes with emphasis on environmental aspects</p> <p>16.Bio medical waste management In accordance with the provisions laid down in Bio Medical Waste Handling Rules</p>			
As per Government Order	District	<p>GO(P)184/99/27/09/1999LGS-To handover the District Hospitals to the District Panchayat</p> <p>GO(General)2044/2005/LGS-20/05/2005-The permission to</p>			

	<p>conduct the developmental activities of the Malappuram District Hospital through the Malappuram District Hospital Welfare Council</p> <p>G.O.38/2003/LAD-03/02/2003-Clean Kerala Project-directions to functioning</p> <p>G.O.264/2003/LAD-01/09/2003-prohibition of plastic carry bags below 30microne</p> <p>G.O. 144/2004/LAD-03/04/2004-Clean Kerala Project-appointing donors</p> <p>G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors.</p> <p>G.O.1875/2005/LAD-09/05/2005-recognition for Clean Kerala Mission as agency for giving technical consent to solid waste management projects</p> <p>G.O3682/2005/LAD-27/08/2005-selecting and giving directions to institutions/organisations for solid waste management awareness campaigns</p> <p>26139/P3/LAD (circular)-17/06/1999-regulation for giving duty to medical officers regarding non hospital services</p> <p>G.O.71/2008/LAD-12/03/2008-Proceedures to purchase Allopathy medicines by Maintenance Fund</p> <p>45201/D.C.1/2008/LAD-30/06/2008-giudelines about giving technical approval to Solid waste projects</p> <p>G.O.(M.S)36/98/Department of Rural Development -30/12/1998-Formation of Total Sanitation Health Mission</p>			
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		15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C./99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines			
	Block	GO/21948/P3/98-02/06/1998- The Local Administrative Bodies have to Purchase materials for construction works done by PTA GO/36192/DP1/2004/LAD(Circular) -14/08/2004-Details about the fund for SSA- Local Administrative Bodies GO/6352/DP1/2006/LAD(Circular)- 24/02/2006-The instruction about the school library renovation project implement in UP/High School GO/20314/DP1/2006/LAD(Circular) -01/06/2006-The instruction about the finalization of SSA project 2006-07 and for the smooth performance of the project 9484/P.1/2007/LAD (circular)- 22/03/2008- direction to allow maintenance fund for purchase of school laboratory equipments 55239/D.A.1/2008/LAD (circular)- 28/08/2008- directions for purchasing computers in schools 65822/D.A.1/2007/LAD (circular)- 30/10/2007-giving duty to high school headmasters for implementing Gram Panchayat Project who have responsible of lower primary/ upper primary departments. G.O.46/2008/Local self department16/02/2008-directions for			

		providing extra shares to expenditure of constructing school buildings under SSA			
	Gram Panchayat	GO/8597/P3/98/LSG(circular)-18/02/1998-The Gram Panchayats have the power to control Sub-Center under the Community Health Centre G.O.38/2003/LAD-03/02/2003-Clean Kerala Project-directions to functioning G.O.264/2003/LAD-01/09/2003-prohibition of plastic carry bags below 30microne G.O. 144/2004/LAD-03/04/2004-Clean Kerala Project-appointing donors G.O.796/2005/LAD-03/03/2005-Solid waste Management Project-amendment to schedule of donors. G.O.1875/2005/LAD-09/05/2005-recognition for Clean Kerala Mission as agency for giving technical consent to solid waste management projects G.O3682/2005/LAD-27/08/2005-selecting and giving directions to institutions/organisations for solid waste management awareness campaigns 26139/P3/LAD (circular)-17/06/1999-regulation for giving duty to medical officers regarding non hospital services G.O.71/2008/LAD-12/03/2008-Proceedures to purchase Allopathy medicines by Maintenance Fund 45201/D.C.1/2008/LAD-30/06/2008-giudelines about giving technical approval to Solid waste projects G.O.(M.S)36/98/Department of			

		Rural Development -30/12/1998- Formation of Total Sanitation Health Mission 15798/I.E.C./99/Community Rural Department-30/07/2001-Grama Sanitation Project-Rural sanitary marts and production centres – guidelines 15799/I.E.C/99/ Community Rural Department -156/12/99-Grama Sanitation program-operational guidelines			
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Subject **Higher Secondary Education**

Annex-2

		Activities Devolved	Actual activities undertaken in		
			District	Block	Gram Panchayat
As per Act	District	It shall be the duty of the district panchayats to meet the requirements of the district panchayat area in respect of the matters enumerated in the Fifth Schedule: Management of Government high schools (including Lower and Upper Primary Schools attached to high schools). 2. Management of Government Higher Secondary schools. 3. Management of Government Technical Schools. 4. Management of Government Vocational Training Centres and Polytechnics. 5. Management of government Vocational Higher Secondary Schools. 6. Management of District Institute for Education and Training.	1.Expansion and development of educational facilities Assess the requirements and gaps as to the infrastructural facilities in upper primary schools, high schools, secondary schools and vocational higher secondary schools and plan in a systematic way to ensure required facilities. 2.Dismantling and auctioning off all the old dilapidated and ramshackled structures Take timely action that all the collapsible structures in upper primary schools, high and training schools, higher secondary schools are dismantled/ removed/auctioned	Management of Government Industrial Training Institutions	1.Expansion and development of educational facilities Assess the requirements and shortages of the existing infrastructure facilities in the primary and pre-primary schools and plan in a systematic way to ensure required facilities. 2.Dismantling and auctioning off all the old dilapidated and ramshackled structures Take timely action in such a manner that the buildings of lower primary schools are not collapsed creating human

		7. Co-ordination of centrally and state sponsored programmes related to education.	off arresting human tragedy.		tragedy. Also take steps to auction off structures saving sufficient quantum of money, paying attention to their re-use.
	Block	It shall be the duty of the block panchayat to meet the requirements of the block panchayat area in respect of the matters enumerated in the Fourth Schedule: Management of Government Industrial Training Institutions	3.Sanitation, health and drinking water facilities Assess the genuine needs of toilets and drinking water facilities among the upper primary, high schools, higher secondary schools, and vocational higher secondary schools and prioritise theme to create a clean and hygienic environment. Adopt, user friendly and cost effective rural technology in this domain		3.Sanitation, health and drinking water facilities Assess the genuine needs of toilets and drinking water facilities among the lower primary schools and prioritise theme to create a clean and hygienic environment. Adopt user friendly and cost effective rural technology in this domain.
	Gram Panchayat	It shall be the duty of the village panchayat to meet the requirements of the village panchayat area in respect of the matters enumerated in the Third Schedule: Management of Government Pre-primary Schools and Primary Schools. 2. Implementation of literacy programmes. 3. Management and promotion of reading rooms and libraries.	4.Quality improvement 1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in upper primary, high and training schools and higher secondary schools 2. Supervise and monitor teacher's attendance and pupils " attendance arresting dropouts 3. Ensure and encourage academic innovativeness and experimentation 4. Convergence of agencies and organisations inclusive of non governmental organisations working in the academic/ educational institutions. 5. Chalk out programmes for teachers empowerment 6. Chalk out schemes/ projects aimed at teaching of remediation paying special attention to the disadvantaged and otherwise abled. 7.		4.Quality improvement 1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in lower primary schools 2. Frame out strategies and facilities to ensure universal enrolment and retention avoiding dropouts. 3. Exercise a constant vigil on regular attendance of teachers and students in the class room and take remedial action 4. Ensure timely disbursement of scholarships and grants 5. Provide regularly mid day meals to the needy (with flexibility in regard to the
As per Activity Mapping	District	1.Expansion and development of educational facilities Assess the requirements and gaps as to the infrastructural facilities in upper primary schools, high schools, secondary schools and vocational higher secondary schools and plan in a systematic way to ensure required facilities. 2.Dismantling and auctioning off all the old dilapidated and ramshackled structures Take timely action that all the collapsible structures in upper primary schools, high and training schools, higher secondary schools are dismantled/ removed/auctioned off arresting human tragedy. 3.Sanitation, health and drinking			

	<p>water facilities Assess the genuine needs of toilets and drinking water facilities among the upper primary, high schools, higher secondary schools, and vocational higher secondary schools and prioritise theme to create a clean and hygienic environment. Adopt, user friendly and cost effective rural technology in this domain</p> <p>4.Quality improvement 1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in upper primary, high and training schools and higher secondary schools 2. Supervise and monitor teacher's attendance and pupils' attendance arresting dropouts 3. Ensure and encourage academic innovativeness and experimentation 4. Convergence of agencies and organisations inclusive of non governmental organisations working in the academic/ educational institutions. 5. Chalk out programmes for teacher's empowerment 6. Chalk out schemes/ projects aimed at teaching of remediation paying special attention to the disadvantaged and otherwise abled. 7. Implement interventions aimed at gender empowerment 8. Implement special enrichment programmes for Scheduled Caste/Scheduled Tribe children. 9. Pilot research and evaluation studies and highlight commendable academic achievements 10.Ensure speedy and timely disbursement of scholarships, lump sum grant and other benefits to eligible children 11. Ensure noon feeding to the children in consistent and regular way avoiding</p>	<p>Implement interventions aimed at gender empowerment 8. Implement special enrichment programmes for Scheduled Caste/Scheduled Tribe children. 9. Pilot research and evaluation studies and highlight commendable academic achievements 10.Ensure speedy and timely disbursement of scholarships, lump sum grant and other benefits to eligible children 11. Ensure noon feeding to the children in consistent and regular way avoiding delay and default in providing cooking, transportation and condiments charges to the heads of the school 12. Supply of study materials 13. Timely supply of teacher's handbooks, teaching aids etc. proportionate to the number of children 14. Provide parental sensitisation on education 15. Pilot and put into motion a preventive mechanism, ensuring children's right to education, where chronic ailments of parents/ foster parents, untimely death/ disaster befalling on the parents or suicide on the part of parents, prevent on the same to them. 16. Take steps for sustaining traditional art forms, core values inherent among the children or their family or in their environment that promotes</p>	<p>nutrient content of the food stuff) 6. Providing free study materials to the needy.</p> <p>5.Placement of academic personnel Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training Render assistance in imparting training to teachers.</p> <p>7.Institutional plan Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in lower primary schools</p> <p>8. Information and Communication Technology. Steps to be taken for the universalisation of Information and Communication Technology in classrooms in lower primary schools</p> <p>9. Environmental improvement. Put into motion in lower primary schools activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught.</p> <p>10. Melas (Festivals Meet etc.)</p>
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	<p>delay and default in providing cooking, transportation and condiments charges to the heads of the school 12. Supply of study materials 13. Timely supply of teacher's handbooks, teaching aids etc. proportionate to the number of children 14. Provide parental sensitisation on education 15. Pilot and put into motion a preventive mechanism, ensuring children's right to education, where chronic ailments of parents/ foster parents, untimely death/ disaster befalling on the parents or suicide on the part of parents, prevent on the same to them.</p> <p>16. Take steps for sustaining traditional art forms, core values inherent among the children or their family or in their environment that promotes a cultural identity and continuity enriching a cultural curriculum transaction 17. Evolve a district specific mechanism to share best practices</p> <p>5.Placement of academic personnel Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training Render assistance in imparting training to teachers.</p> <p>7.Institutional plan Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in upper primary, high schools, higher secondary schools.</p> <p>8. Information and Communication Technology. Steps to be taken for the universalisation of Information and Communication Technology in classrooms in upper</p>	<p>a cultural identity and continuity enriching a cultural curriculum transaction 17. Evolve a district specific mechanism to share best practices</p> <p>5.Placement of academic personnel Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training Render assistance in imparting training to teachers.</p> <p>7.Institutional plan Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in upper primary, high schools, higher secondary schools.</p> <p>8. Information and Communication Technology. Steps to be taken for the universalisation of Information and Communication Technology in classrooms in upper primary, high schools, higher secondary schools.</p> <p>9. Environmental improvement. Put into motion in upper primary, high schools, higher secondary schools. Activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught.</p> <p>10. Melas (Festivals Meet etc.) Monitor the conduct of festivals</p>	<p>Assist in organising and holding school level Balakalolsavam in lower primary schools</p>
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		<p>primary, high schools, higher secondary schools.</p> <p>9. Environmental improvement. Put into motion in upper primary, high schools, higher secondary schools. Activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught.</p> <p>10. Melas (Festivals Meet etc.) Monitor the conduct of festivals in upper primary, high schools, higher secondary schools and extending assistance needed</p>	<p>in upper primary, high schools, higher secondary schools and extending assistance needed</p>		
	Block	Management of Government Industrial Training Institutions			
	Gram Panchayat	<p>1.Expansion and development of educational facilities Assess the requirements and shortages of the existing infrastructure facilities in the primary and pre-primary schools and plan in a systematic way to ensure required facilities.</p> <p>2.Dismantling and auctioning off all the old dilapidated and ramshackled structures Take timely action in such a manner that the buildings of lower primary schools are not collapsed creating human tragedy. Also take steps to auction off structures saving sufficient quantum of money, paying attention to their re-use.</p> <p>3.Sanitation, health and drinking water facilities Assess the genuine needs of toilets and drinking water facilities among the lower primary schools and prioritise theme to create a clean and hygienic environment. Adopt user friendly and cost effective rural technology in this domain.</p> <p>4.Quality improvement 1. Pilot and launch school specific/ area</p>			

	<p>specific/ local specific quality improvement programmes in lower primary schools</p> <p>2. Frame out strategies and facilities to ensure universal enrolment and retention avoiding dropouts.</p> <p>3. Exercise a constant vigil on regular attendance of teachers and students in the class room and take remedial action</p> <p>4. Ensure timely disbursement of scholarships and grants</p> <p>5. Provide regularly mid day meals to the needy (with flexibility in regard to the nutrient content of the food stuff)</p> <p>6. Providing free study materials to the needy.</p> <p>5.Placement of academic personnel Ensure filling up of vacant posts of teachers at the beginning of the academic year.</p> <p>6.Teacher Training Render assistance in imparting training to teachers.</p> <p>7.Institutional plan Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in lower primary schools</p> <p>8. Information and Communication Technology. Steps to be taken for the universalisation of Information and Communication Technology in classrooms in lower primary schools</p> <p>9. Environmental improvement. Put into motion in lower primary schools activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught.</p> <p>10. Melas (Festivals Meet etc.) Assist in organising and holding school</p>			
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		level Balakalolsavam in lower primary schools			
As per Government Order	District	GO/21948/P3/98-02/06/1998- The Local Administrative Bodies have to Purchase materials for construction works done by PTA GO/36192/DP1/2004/LAD(Circular)-14/08/2004-Details about the fund for SSA- Local Administrative Bodies GO/6352/DP1/2006/LAD(Circular)-24/02/2006-The instruction about the school library renovation project implement in UP/High School GO/20314/DP1/2006/LAD(Circular)-01/06/2006-The instruction about the finalization of SSA project 2006-07 and for the smooth performance of the project			
	Block	GO/21948/P3/98-02/06/1998- The Local Administrative Bodies have to Purchase materials for construction works done by PTA GO/36192/DP1/2004/LAD(Circular)-14/08/2004-Details about the fund for SSA- Local Administrative Bodies GO/6352/DP1/2006/LAD(Circular)-24/02/2006-The instruction about the school library renovation project implement in UP/High School GO/20314/DP1/2006/LAD(Circular)-01/06/2006-The instruction about the finalization of SSA project 2006-07 and for the smooth performance of the project			
	Gram Panchayat	GO/21948/P3/98-02/06/1998- The Local Administrative Bodies have to Purchase materials for construction works done by PTA GO/36192/DP1/2004/LAD(Circular)-14/08/2004-Details about the fund for			

		SSA- Local Administrative Bodies GO/6352/DP1/2006/LAD(Circular)- 24/02/2006-The instruction about the school library renovation project implement in UP/High School GO/20314/DP1/2006/LAD(Circular)- 01/06/2006-The instruction about the finalization of SSA project 2006-07 and for the smooth performance of the project			
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Schemes devolved to Panchayats

Annex-3

(in Rs.Lakhs.)

Name of Scheme in which Panchayats have a role	Total Funds of the Scheme for the State	Funds devolved to Panchayats In 2012-13	% scheme funds devolved to Panchayats In 2012-13	Role played by Panchayats as per field study			Functionaries responsible for discharging role as per field study			Whether funds were transferred to Panchayats as per field study		
				District	Block	GP	District	Block	GP	Distri ct	Block	GP
Agriculture including agriculture extension	71459	-	-	Monitoring and evaluation	Implementa tion of some schemes	Implementati on of some schemes	Principal, Agriculture Officer	Agriculture Assistant Director	Agriculture officer	57.67	-	73.75
Rural Housing	470000	-	-	Monitoring and evaluation	Implementa tion of some schemes	Implementati on of some schemes	BDO	B.D.O	V E O	-	-	149.21
Non-conventional Energy	5423.03	-	-	Monitoring and evaluation	Implementa tion of some schemes	Implementati on of some schemes	Divisional Officers		V E O	-	-	-
Minor Irrigation , Water Managem ent and Watershe d	-	-	-	Monitoring and evaluation	Implementa tion of some schemes	Implementati on of some schemes	EE,LSGD Secretary		V E O	-	-	-

Development												
Animal Husbandry, Dairying and Poultry	11201.92	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Deputy director ,Animal Husbandry	Senior Veterinary Surgeon/Dairy Extension Officer	Veterinary Surgeon	88.48	-	-
Fisheries	16060	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Deputy Director of Fisheries		Extension Officer	-	-	-
Social Forestry and Farm Forestry	1546.68	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Forest Officer		V E O	-	-	-
Small scale industries , including food processing industries .	6015	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	General; Manager, District Industrial Unit	Industrial Extension Officer	V E O	0.21	-	-
Khadi, Gram & Cottage Industry	1231	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	General; Manager, District Industrial Unit	Industrial Extension Officer	V E O	-	-	-
Poverty alleviation programme	212526.8	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Mission Co-ordinator	Secretary	Secretary	-	-	-

Education, including primary and secondary schools	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Deputy Director of Education	Secretary	Headmaster/Headmistress	-	-	0.56
Technical Training & Vocational Education	363	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Deputy Director of Education	Secretary	Headmaster/Headmistress	-	-	-
Cultural activities	584	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Deputy Director of Education	Secretary	Panchayat secretary	-	-	-
Health and sanitation, including hospitals, primary health centres and dispensaries	20604	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Medical Officer	Medical Officer	Medical Officer	45.89	11.59	86.53
Family Welfare	3884.85	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Social Welfare Officer	CDPO	ICDS, Supervisor	-	-	-
Women & Child Development	34016	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Panchayat Women Welfare Officer	CDPO	ICDS Supervisor	-	-	314.59

Social Welfare, Welfare of Handicapped & mentally retarded	5242	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Social Welfare Officer	C.D.P.O	ICDS ,Supervisor	48.1	-	290.54
Welfare of the Scheduled Tribes	15898.7	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District ST Development Officer	ST Development Officer	VEO	-	907.38	149.62
Public Distribution System	629	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Welfare Officer	EO TP	V E O	-	-	-
Indian Systems of Medicine (Ayurveda)	1665	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Medical Officer	Medical Officer	Medical Officer	4.0	-	1.84
Alopathy	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Medical Officer	Medical Officer	Medical Officer	50.87	-	-
Homeopathy	1291	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Medical Officer	Medical Officer	Medical Officer	-	-	-
Higher Secondary Education	6617	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Deputy Director of Education	Secretary	Headmaster/Head mistress	-	-	-
SSA	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Project Director	EO TP	V E O	16.98	-	7.44

IAY	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	PD-DRDA	EO TP	V E O	-	496.19	0.76
TSC	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	District Coordinator	EO TP	V E O	-	6.83	2.44
IWDP	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Project Director	EO TP	V E O	-	4.91	-
ICDS	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Project Director	EO TP	V E O	-	2.25	4.26
SGSY	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Project Director	EO TP	V E O	-	24.13	-
PYKA	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	CEO DP	EO TP	V E O	-	1.85	-
NGP	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Project Director	EO TP	V E O	-	15.115	-
MGNREG A	-	-	-	Monitoring and evaluation	Implementation of some schemes	Implementation of some schemes	Director	EO TP	V E O	-	1075.14	214.14

Annex-4

Untied funds (BRGF, 13thFC Grant, SFC Grant, funds which are not scheme based)

(in Rs.Lakhs.)

Type of fund	District					Block					Village				
	Total amount devolved to Panchayats in the State	Average per panchayat	Power of panchayat in spending funds			Total amount	Average per panchayat	Power of panchayat in spending funds			Total amount	Average per panchayat	Power of panchayat in spending funds		
BRGF			Implementation	1138.66				Implementation	65.27				Implementation	0.24	
13thFC			Implementation					Implementation			42848.68	43.81	Implementation	286.31	Pumpset, Goat rearing Ashraya-goat rearing Thazhe kuruvanpadee milk collection centre Drinking water and sanitation facility in grama panchayat Moochikadavu -koottamala road maintenance Vechapathy-kuriyanppade road reconstruction Moolakkada-vadakke kadambara road reconstruction Karayoor-

															shithavanipuzh a road reconstruction Kalukkurppad e road teenager Kozhikudam- vayalur road construction Construction of anakkatty bus waiting shed Wiring of Grama Panchayat Student police cadet- uniforms, foods
SFC			Implementa tion					Implement ation					Impleme ntation		
Any other															
Developm ent Fund			Implementa tion	2545.31	Mechanis ation of Agricultur e sector .Develop ment of paddy cultivat ion Mechanis ation of Agricultur e sector Mechanis ation of agricultur e field .Dairy farm			Implement ation	671.35	Scholarship/B athroom, Woman labour bank, Road Renovation, Road Re- tarring, Drainage Construction, Housing, Additional fund assistance to Spill over House, Tilling assistance, Mobile Veterinary			Impleme ntation	646.47	Paddy cultivation,Wate rshed Development,Pl antation cultivation,Cocu nut cultivation Development of existing houses,EMS housing activities Repairs of school buildings Aganvadies Purchase of medical equipments Housing,water supply and road improvement

					developm ent Ornament al fish culture Improvem ent of fish market Building constructi on for rice mill IAY allocation House maintenan ce for SC Pipeline extension Puthukkat ayyathu Constructi on of kaippallyk avu bridge Complete schooling programm e Special tution for students .Infrastruc ture developm ent for school Vocationa l training centre Developm ent of market centre Paliative				Clinic- Cow's Protection Camp, Total Diary Production, Anganwadi Building Construction, Panayannarka vu Education Centre- Beginning of tailoring training centre, Purchasing Vehicle, Road Maintenance, Footpath Concreting, Purchasing of Furniture, Renovation of Inter crop – through Kudumbasree Unit, Paddy Cultivation, Scholarship to Differentially disabled Student, Giving Fund to Social Suraksha Mission, Lecture Stand to Arts & Sports Club, Sanction of 14 Division and Giving Computer to 14 Registered Libraries,				Community hall .Library,Housin g maintenanc e assistance
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					care unit Saranalay am Anganwa dy building constructi on Old age home Waste managem ent project					IKM Technical Assistance and Website Subscription					
Developm ent Fund SCP			Implementa tion	856.94	Constructi on of Aganwadi es, Kudumba sree trade unit, District Fund to SSA, road re-tarring, bridge constructi on , road renovatio n, metalling & tarring, road improvem ent, road maintenan ce, colony complete developm ent, drinking water project, Drinking water pipe line			Implement ation	252.02	IAY House Construction- SC IAY House Construction- SC Women Manakattukar a mukku- Purayil SC Colony Road- Thevalakara 3 cent Colony Footpath Concreting – Panmana Training of Driving to SC Youth Complete Development of Colony- Thekkumbhag am In to Kareelezhuthu Colony- Puthankavil Ward-Chavara Complete Development of Payamkulam Colony-			Impleme ntation	154.76	Purchase of land for non housing sc families Financial Help to Marriage of S C Women . Land Purchasing of S C . Financial Help to S C to go abroad . Purchasing of Land to S C to start business .Training for Driving

					extension, District Fund for House construction to Women is the head IAY Housing-, District Fund to SSA					Thevalakkara					
Development Fund TSP			Implementation	13.97	drinking water project, Drinking water pipe line extension, District Fund for House construction to Women is the head, IAY Housing, colony electric line & street main installing, District Fund to SSA , Breakfast to ST student, Aganwadi construction,			Implementation	172.55	IAY 2011-12 –Additional Financial Assistance to 46 House among the 85 ST House, 2012-13-One ST Family – IAY House, Additional Financial Assistance to Spill Over House, Housing			Implementation	218.9	Black pepper cultivation vegetable cultivation Poultry farming Outhukuzhy road concreting Concreting of Keeripathy road Concreting of choondukulam –Koottamala road Thuva ooru-chamakkad road concreting Construction of Nanchan colony protection wall Kozhikoodam-maranatty road construction Kallakara – chinnakallakara road CONCRETIN

					Perumatti Sarkarpat hi colony communit y hall										G Choriannur ooru road reconstruction Mattathukadu ooru walk road concreting Ayurvedic medical camp Swrnapirovu Aganvadi building construction Choondukula m aganvadi building construction Wall construction of tribal extension office House maintenance IAY additional funds from 15.09.2011 to 31.03.2012 E.M.S Housing project Kalakkur Govt tribal welfare LP school reconstruction
General Purpose Fund			Implementa tion	125.00	Lift Irrigation, Puthupari yaram .Lift Irrigation, Vannathar a, Sholayur			Implement ation	152.81	Mobile Veterinary Clinic- Cow's Protection Camp Total Diary Production IAY House Renovation –			Impleme ntation	385.61	Bio- vegetable cultivation through kudumbasree unit Calf protection Duck rearing scheme(woma n)

					NABARD assisted Irrigation Project Kuzhalmanam, Kalapetty Khadi Development-Building Khadi Garment Making Unit Harisree GVHSS Nemmara Maintenance GGHS Kumaranelthur School Building Kumaranelthur HSS Building GHSS Marayamangalam School Building GHSS Karakursy School Building GHSS Naduvattom School Building Kumaranelthur HSS Building GVHSS					General Road Maintenance-Mangalasery mukku-Paricherymukku Road Maintenance-Palayilkal Bharanikavu-Pulakulam-Thevalakara Kallumpurathu Mukku-Vadakkumthala Valiyapalli Road Maintenance-Panmana Pulimana east-Thattasery west-Footpath Concreting-Chavara Panayannarkavu Education Centre-Beginning of tailoring training centre Block Panchayat Keralotsavam 2012 Anganwadi Building Construction-Block Fund to Panmana Panchayat Purchasing of Sever Computer for					Purchase of ferry boat Road Construction-Kizhake Mathaseril House to Poomugathu House Electrification of Anganwadi Sarva siksha Abhiyan Pressure cooker for anganwadi diseases Prevention scheme of old age people . Preparation of bio diversity register CF lamp Maintenance of Street Light
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					Chathannur Building Thirumittakkode MNKMG HSS Pulupeta Counselling Centres in HS Constuction SSA DP Share Infrastructure Development Integrated Paddy Development Sustainable Organic Farming					Block Panchayat Website Annual Subscription Annual Technical Assistance for AKM Payment to IKM(Technical Assistance/Website Subscription					
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Annex-5

(in Rs.Lakhs.)

Revenue collected by Panchayats –PALAKKAD

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Rent	Nil	Palakkad District	0.97	Nil
Nil	Fees	Nil	Palakkad District	1.48	Nil
Nil	Sale & hire charges	Nil	Palakkad District	77.51	Nil
Nil	Receipts from transferred Institutions	Nil	Palakkad District	1.67	Nil
Nil	Interest	Nil	Palakkad District	16.53	Nil
Nil	Other Income	Nil	Palakkad District	91.76	Nil

Revenue collected by Panchayats-MALAMPUZHA BLOCK -NIL

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				

Annex-5Revenue collected by Panchayats- ATTAPADI BLOCK- NIL

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				

Revenue collected by Panchayats-AKATHETHARA GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Property tax	Nil	Akathethara Gram Panchayat	23.03	Nil
Nil	Profession tax	Nil	Akathethara Gram Panchayat	38.31	Nil
Nil	Advertisement tax	Nil	Akathethara Gram Panchayat	0.08	Nil
Nil	Cession property tax	Nil	Akathethara Gram Panchayat	2.45	Nil
Nil	Rent	Nil	Akathethara Gram Panchayat	2.85	Nil
Nil	Registration fees	Nil	Akathethara Gram Panchayat	0.11	Nil
Nil	Licences fees	Nil	Akathethara Gram Panchayat	0.50	Nil
Nil	Permit fees	Nil	Akathethara Gram Panchayat	1.62	Nil
Nil	Fees for certificates	Nil	Akathethara Gram Panchayat	0.05	Nil
Nil	Penalties	Nil	Akathethara Gram Panchayat	1.00	Nil
Nil	Other fees	Nil	Akathethara Gram Panchayat	2.39	Nil
Nil	Water charges	Nil	Akathethara Gram Panchayat	0.16	Nil
Nil	Sale of tender	Nil	Akathethara Gram Panchayat	0.55	Nil

Annex-5

Revenue collected by Panchayats-PUTHUSSERY GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Property tax	Nil	Puthussery Gram Panchayat	144.90	Nil
Nil	Professional tax-Institution	Nil	Puthussery Gram Panchayat	7.06	Nil
Nil	Professional tax-Employees	Nil	Puthussery Gram Panchayat	116.65	Nil
Nil	Rent	Nil	Puthussery Gram Panchayat	4.64	Nil
Nil	Fees & penalties	Nil	Puthussery Gram Panchayat	35.47	Nil
Nil	Sale&hire	Nil	Puthussery Gram Panchayat	2.81	Nil

Revenue collected by Panchayats-AGALI GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Property Tax on Residential Buildings	Nil	Agali Gram Panchayat	10.51	Nil
Nil	Surcharge on Property Tax	Nil	Agali Gram Panchayat	0.003	Nil
Nil	Property Tax on Non-Residential Buildings	Nil	Agali Gram Panchayat	0.003	Nil
Nil	Fees on Buildings for Special Services u/s 29	Nil	Agali Gram Panchayat	0.001	Nil
Nil	Service Cess on Property Tax	Nil	Agali Gram Panchayat	0.002	Nil
Nil	Profession Tax-Institutions/ Professionals/ Traders	Nil	Agali Gram Panchayat	7.28	Nil
Nil	Profession Tax-Employees	Nil	Agali Gram Panchayat	11.55	Nil
Nil	Entertainment Tax	Nil	Agali Gram Panchayat	0.08	Nil
Nil	Rent from Buildings	Nil	Agali Gram Panchayat	4.95	Nil
Nil	Rent from Auditoriums and Halls	Nil	Agali Gram Panchayat	0.78	Nil
Nil	Daily Rentals from Panchayat Properties	Nil	Agali Gram Panchayat	0.05	Nil
Nil	Other Rents	Nil	Agali Gram Panchayat	0.08	Nil
Nil	Registration Fee under Common Marriage Rules	Nil	Agali Gram Panchayat	0.15	Nil
Nil	Licence Fees for Dangerous and Offensive Trades	Nil	Agali Gram Panchayat	2.60	Nil

Nil	Licence Fees under Places of Public Resort Act	Nil	Agali Gram Panchayat	0.02	Nil
Nil	Licence Fees under Prevention of Food Adulteration Act	Nil	Agali Gram Panchayat	0.04	Nil
Nil	Belated Fees	Nil	Agali Gram Panchayat	0.08	Nil
Nil	Other Licence Fees	Nil	Agali Gram Panchayat	0.001	Nil
Nil	Permit Fee for Construction of Buildings	Nil	Agali Gram Panchayat	1.54	Nil
Nil	Permit Fee for Installation of Machinery	Nil	Agali Gram Panchayat	0.05	Nil
Nil	Permit Fee for Construction of Factory	Nil	Agali Gram Panchayat	0.01	Nil
Nil	Permit Fee for Running of Machinery	Nil	Agali Gram Panchayat	0.03	Nil
Nil	Building Regularisation fee	Nil	Agali Gram Panchayat	0.04	Nil
Nil	Fee for Grant of Other Permits	Nil	Agali Gram Panchayat	0.001	Nil
Nil	Fees for Birth Certificate	Nil	Agali Gram Panchayat	0.10	Nil
Nil	Fees for Death Certificate	Nil	Agali Gram Panchayat	0.01	Nil
Nil	Fees for Marriage Certificate	Nil	Agali Gram Panchayat	0.06	Nil
Nil	Fees for extracts as per RTI Act	Nil	Agali Gram Panchayat	0.01	Nil
Nil	Penalties and Fines – Penal Interest	Nil	Agali Gram Panchayat	1.38	Nil
Nil	Penalties and Fines – Fines	Nil	Agali Gram Panchayat	0.39	Nil
Nil	Penalties and Fines – Birth	Nil	Agali Gram Panchayat	0.003	Nil
Nil	Penalties and Fines – Marriage	Nil	Agali Gram Panchayat	0.01	Nil

Nil	Penalties and Fines – License (Delayed application for License)	Nil	Agali Gram Panchayat	0.11	Nil
Nil	Penalties and Fines – Other penalties	Nil	Agali Gram Panchayat	0.09	Nil
Nil	Permit/ License Change Fee	Nil	Agali Gram Panchayat	0.03	Nil
Nil	Search Fee	Nil	Agali Gram Panchayat	0.001	Nil
Nil	Fee for Inclusion of Name	Nil	Agali Gram Panchayat	0.003	Nil
Nil	Correction Fees under Marriage Registration (Common) Rules 2008	Nil	Agali Gram Panchayat	0.01	Nil
Nil	Application Fee	Nil	Agali Gram Panchayat	0.01	Nil
Nil	Other Fee	Nil	Agali Gram Panchayat	0.05	Nil
Nil	Water Charges Collected	Nil	Agali Gram Panchayat	15.21	Nil
Nil	Water Connection Charges Collected	Nil	Agali Gram Panchayat	1.71	Nil
Nil	Market Receipts	Nil	Agali Gram Panchayat	2.54	Nil
Nil	Bus Stand receipts	Nil	Agali Gram Panchayat	0.004	Nil
Nil	Other User Charges collected	Nil	Agali Gram Panchayat	0.42	Nil
Nil	Restoration Charges for road Cutting	Nil	Agali Gram Panchayat	0.01	Nil

Revenue collected by Panchayats-SHOLAYUR GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Property Tax on Residential Buildings	Nil	Sholayur Gram Panchayat	6.60	Nil
Nil	Profession Tax- Institutions/Professionals/Traders	Nil	Sholayur Gram Panchayat	6.75	Nil
Nil	Toll Charge	Nil	Sholayur Gram Panchayat	0.03	Nil
Nil	Licence Fees for Dangerous and Offensive Trades	Nil	Sholayur Gram Panchayat	0.17	Nil
Nil	Permit Fee for Construction of Buildings	Nil	Sholayur Gram Panchayat	0.74	Nil
Nil	Permit Fee for Installation of Machinery	Nil	Sholayur Gram Panchayat	0.01	Nil
Nil	Penalties and Fines- Penal Interest	Nil	Sholayur Gram Panchayat	0.63	Nil
Nil	Fees for Extracts as per RTI Act	Nil	Sholayur Gram Panchayat	0.39	Nil
Nil	Penalties and Fines- Fines	Nil	Sholayur Gram Panchayat	0.02	Nil
Nil	Penalties and Fines- Licence (Delayed Application for Licence)	Nil	Sholayur Gram Panchayat	0.05	Nil
Nil	Fee for Fitness Certificate of Buildings	Nil	Sholayur Gram Panchayat	0.01	Nil
Nil	Search Fee	Nil	Sholayur Gram Panchayat	0.01	Nil
Nil	Application Fee	Nil	Sholayur Gram Panchayat	0.02	Nil
Nil	Other Fees	Nil	Sholayur Gram Panchayat	0.16	Nil
Nil	Public Comfort Station Receipts	Nil	Sholayur Gram Panchayat	0.01	Nil
Nil	Birth,Death, Registration,Marriage others	Nil	Sholayur Gram Panchayat	0.04	Nil

Revenue collected by Panchayats-KOLLAM DISTRICT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Service cess on Property tax	Nil	Kollam District	0.003	Nil
Nil	Profession tax - employees	Nil	Kollam District	0.15	Nil
Nil	Rent from buildings	Nil	Kollam District	2.98	Nil
Nil	Rent from auditoriums and halls	Nil	Kollam District	0.02	Nil
Nil	Other fees	Nil	Kollam District	0.01	Nil
Nil	Other user charges	Nil	Kollam District	0.02	Nil
Nil	Restoration charges on road cutting	Nil	Kollam District	2.13	Nil
Nil	Re-imbursement of other expenses incurred	Nil	Kollam District	0.07	Nil
Nil	Sale of usufructs trees	Nil	Kollam District	1.02	Nil
Nil	Sale of tender forms	Nil	Kollam District	31.60	Nil
Nil	Sale of scrap	Nil	Kollam District	0.01	Nil
Nil	Receipts from auction of obsolete asset	Nil	Kollam District	17.36	Nil

Annex-5

Revenue collected by Panchayats-OCHIRA BLOCK

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Road Roller & Industrial estate road	Nil	Ochira Block	24.99	Nil

Annex-5

Revenue collected by Panchayats-CHAVARA BLOCK-NIL

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				

Revenue collected by Panchayats-KULASEKHARAPURAM GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Profession tax- employees	Nil	Kulasekharapuram Gram Panchayat	19.67	Nil
Nil	Advertisement tax	Nil	Kulasekharapuram Gram Panchayat	0.07	Nil
Nil	Entertainment tax	Nil	Kulasekharapuram Gram Panchayat	3.84	Nil
Nil	Building regularisation fee	Nil	Kulasekharapuram Gram Panchayat	0.14	Nil
Nil	Registration fee under common marriage rules	Nil	Kulasekharapuram Gram Panchayat	0.62	Nil
Nil	Registration fee from private hospital & paramedical institutions	Nil	Kulasekharapuram Gram Panchayat	0.01	Nil
Nil	Licence fees under Kerala Cinema regulation act	Nil	Kulasekharapuram Gram Panchayat	0.01	Nil
Nil	Permit fee for construction of building	Nil	Kulasekharapuram Gram Panchayat	3.20	Nil
Nil	Permit fee for installation of machinery	Nil	Kulasekharapuram Gram Panchayat	0.03	
Nil	Fee for grant of other permits	Nil	Kulasekharapuram Gram Panchayat	0.24	Nil
Nil	Fees for birth certificate	Nil	Kulasekharapuram Gram Panchayat	0.02	Nil
Nil	Fees for death certificate	Nil	Kulasekharapuram Gram Panchayat	0.01	Nil
Nil	Fees for marriage certificate	Nil	Kulasekharapuram Gram Panchayat	0.08	Nil
Nil	Fees for other certificates or extracts	Nil	Kulasekharapuram Gram Panchayat	0.005	Nil
Nil	Penalties and fines- penal interest	Nil	Kulasekharapuram Gram Panchayat	10.37	Nil
Nil	Penalties and fines-fines	Nil	Kulasekharapuram Gram Panchayat	1.63	Nil
Nil	Penalties and fines-compounding fees	Nil	Kulasekharapuram Gram Panchayat	0.02	Nil
Nil	Penalties and fines-birth	Nil	Kulasekharapuram Gram Panchayat	0.001	Nil
Nil	Penalties and fines-death	Nil	Kulasekharapuram Gram Panchayat	0.001	Nil
Nil	Penalties and fines-marriage	Nil	Kulasekharapuram Gram Panchayat	0.06	Nil

Nil	Penalties and fines- licence (delayed application for licence)	Nil	Kulasekharapuram Gram Panchayat	0.02	Nil
Nil	Notice fee	Nil	Kulasekharapuram Gram Panchayat	0.007	Nil
Nil	Ownership change fee	Nil	Kulasekharapuram Gram Panchayat	0.48	Nil
Nil	Search fee	Nil	Kulasekharapuram Gram Panchayat	0.01	Nil
Nil	Correction fees under marriage registration (common) Rules 2008	Nil	Kulasekharapuram Gram Panchayat	0.01	Nil
Nil	Application fees	Nil	Kulasekharapuram Gram Panchayat	0.12	Nil
Nil	Other fees	Nil	Kulasekharapuram Gram Panchayat	0.89	Nil
Nil	Restoration charges for road cutting	Nil	Kulasekharapuram Gram Panchayat	0.25	Nil
Nil	Remission and refund- other fees	Nil	Kulasekharapuram Gram Panchayat	10.84	Nil
Nil	Sale of agricultural products	Nil	Kulasekharapuram Gram Panchayat	0.004	Nil
Nil	Sale of tender form	Nil	Kulasekharapuram Gram Panchayat	0.83	Nil
Nil	Sale of other forms	Nil	Kulasekharapuram Gram Panchayat	0.10	Nil
Nil	Receipts from auction of obsolete assets	Nil	Kulasekharapuram Gram Panchayat	0.08	Nil

Annex-5

Revenue collected by Panchayats-ALAPPADU GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Property Tax on Residential Buildings	Nil	Alappadu Gram Panchayat	8.69	Nil
Nil	Profession Tax- Institutions/Professionals/Traders	Nil	Alappadu Gram Panchayat	0.51	Nil
Nil	Profession Tax- Employees	Nil	Alappadu Gram Panchayat	8.87	Nil
Nil	Assigned revenues, Shared Taxes and Compensations- Others	Nil	Alappadu Gram Panchayat	1.95	Nil
Nil	Registration Fee under Common Marriage Rules	Nil	Alappadu Gram Panchayat	0.21	Nil

Nil	Licence Fees for Dangerous and Offensive Trades	Nil	Alappadu Gram Panchayat	0.15	Nil
Nil	Licence Fees for Private Slaughter House	Nil	Alappadu Gram Panchayat	0.07	Nil
Nil	License Fees for Private Market	Nil	Alappadu Gram Panchayat		Nil
Nil	Permit Fee for Construction of Buildings	Nil	Alappadu Gram Panchayat	0.01	Nil
Nil	Permit Fee for Installation of Machinery	Nil	Alappadu Gram Panchayat	0.06	Nil
Nil	Permit Fee for Running of Machinery	Nil	Alappadu Gram Panchayat	0.02	Nil
Nil	Fees for Birth Certificate	Nil	Alappadu Gram Panchayat	0.01	Nil
Nil	Fees for Death Certificate	Nil	Alappadu Gram Panchayat	0.004	Nil
Nil	Fees for Marriage Certificate	Nil	Alappadu Gram Panchayat	0.03	Nil
Nil	Fees for extracts as per RTI Act	Nil	Alappadu Gram Panchayat	0.004	Nil
Nil	Penalties and Fines- Penal Interest	Nil	Alappadu Gram Panchayat	0.12	Nil
Nil	Penalties and Fines- Fines	Nil	Alappadu Gram Panchayat	0.02	Nil
Nil	Penalties and Fines- Marriage	Nil	Alappadu Gram Panchayat	0.02	Nil
Nil	Penalties and Fines- Licence (Delayed application for Licence)	Nil	Alappadu Gram Panchayat	0.01	Nil
Nil	Demand Notice Fee, Warrant Fee	Nil	Alappadu Gram Panchayat	0.005	Nil
Nil	Permit /Licence Change Fee	Nil	Alappadu Gram Panchayat	0.01	Nil
Nil	Search Fee	Nil	Alappadu Gram Panchayat	0.003	Nil
Nil	Water Charges Collected	Nil	Alappadu Gram Panchayat	0.004	Nil
Nil	Water Connection Charges Collected	Nil	Alappadu Gram Panchayat	0.09	Nil
Nil	Restoration Charges for Road Cutting	Nil	Alappadu Gram Panchayat	0.005	Nil
Nil	Sale of Tender Forms	Nil	Alappadu Gram Panchayat	0.77	Nil
Nil	Receipts from Auction of Obsolete Assets	Nil	Alappadu Gram Panchayat	0.005	Nil

Revenue collected by Panchayats-CHAVARA GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Professional tax	Nil	Chavara Gram Panchayat	40.56	Nil
Nil	Property tax	Nil	Chavara Gram Panchayat	20.45	Nil
Nil	Advertisement tax	Nil	Chavara Gram Panchayat	0.05	Nil
Nil	Rent from Building	Nil	Chavara Gram Panchayat	0.38	Nil
Nil	Rent from Auditoriums	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Other Rents	Nil	Chavara Gram Panchayat	0.02	Nil
Nil	Registration fee under Marriage rule	Nil	Chavara Gram Panchayat	0.27	Nil
Nil	Registration fee from private hospital and paramedical institutions	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Registration fee from tutorial institutions	Nil	Chavara Gram Panchayat	0.001	Nil
Nil	Licence fee for dangerous and offensive trades	Nil	Chavara Gram Panchayat	3.01	Nil
Nil	Licence fee for private market	Nil	Chavara Gram Panchayat	0.13	Nil
Nil	Licence fee for machinery	Nil	Chavara Gram Panchayat	0.002	Nil
Nil	Other licence fees	Nil	Chavara Gram Panchayat	0.001	Nil
Nil	Permit fee for construction of buildings	Nil	Chavara Gram Panchayat	0.53	Nil
Nil	Permit fee for installation of	Nil	Chavara Gram Panchayat	0.004	Nil

	machinery				
Nil	Permit fee for running machinery	Nil	Chavara Gram Panchayat	1.29	Nil
Nil	Fee for birth certificate	Nil	Chavara Gram Panchayat	0.002	Nil
Nil	Fee for death certificate	Nil	Chavara Gram Panchayat	0.02	Nil
Nil	Fee for marriage certificate	Nil	Chavara Gram Panchayat	0.04	Nil
Nil	Fee for extracts as per RTI act	Nil	Chavara Gram Panchayat	0.00	Nil
Nil	Fee for other certificates	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Penalties and fines – Penal Interest	Nil	Chavara Gram Panchayat	0.08	Nil
Nil	Penalties and Fines - Fines	Nil	Chavara Gram Panchayat	0.21	Nil
Nil	Penalties and Fines - Birth	Nil	Chavara Gram Panchayat	0.002	Nil
Nil	Penalties and Fines - Death	Nil	Chavara Gram Panchayat	0.003	Nil
Nil	Penalties and Fines - Marriage	Nil	Chavara Gram Panchayat	0.04	Nil
Nil	Penalties and Fines - Licence	Nil	Chavara Gram Panchayat	0.06	Nil
Nil	Notice Fee	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Search Fee	Nil	Chavara Gram Panchayat	0.02	Nil
Nil	Correction fee under marriage registration	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Application fee	Nil	Chavara Gram Panchayat	0.003	Nil
Nil	Other fees	Nil	Chavara Gram Panchayat	0.03	Nil
Nil	Electricity charges collected	Nil	Chavara Gram Panchayat	0.04	Nil
Nil	Ferries charges collected	Nil	Chavara Gram Panchayat	0.36	Nil

Nil	Market receipt	Nil	Chavara Gram Panchayat	0.15	Nil
Nil	Slaughter house	Nil	Chavara Gram Panchayat	1.63	Nil
Nil	Other user charges collected	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Restoration charges for road cuttings	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Sale forms fish farms	Nil	Chavara Gram Panchayat	0.01	Nil
Nil	Sale of usufructs trees	Nil	Chavara Gram Panchayat	0.02	Nil
Nil	Sale of timber	Nil	Chavara Gram Panchayat	0.004	Nil
Nil	Sale of tender forms	Nil	Chavara Gram Panchayat	0.61	Nil
Nil	Sale of other forms	Nil	Chavara Gram Panchayat	0.02	Nil
Nil	Hire charges of tractor and tiller	Nil	Chavara Gram Panchayat	0.13	Nil

Annex-5

Revenue collected by Panchayats-NEENDAKARA GRAM PANCHAYAT

Name of tax/non tax revenue that panchayat is empowered to levy based on Act		Rate	Actually collected by which level of Sample Panchayats District /Block/ Village (pls. write)	Collection in the latest year (Rs)	Comments as per field study
In local term	In standard term				
Nil	Professional tax	Nil	Neendakara Gram Panchayat	8.55	Nil
Nil	Property tax	Nil	Neendakara Gram Panchayat	10.48	Nil
Nil	Surcharge on property tax	Nil	Neendakara Gram Panchayat	1.91	Nil
Nil	Advertisement tax	Nil	Neendakara Gram Panchayat	0.17	Nil
Nil	Penalty Penal interest	Nil	Neendakara Gram Panchayat	0.78	Nil
Nil	Building rent	Nil	Neendakara Gram Panchayat	0.86	Nil
Nil	Other rent	Nil	Neendakara Gram Panchayat	2.26	Nil
Nil	License fee – food adulteration act	Nil	Neendakara Gram Panchayat	0.01	Nil
Nil	Others – Health Card	Nil	Neendakara Gram Panchayat	0.002	Nil
Nil	License fee – dangerous and	Nil	Neendakara Gram Panchayat	0.96	Nil

	offensive trades				
Nil	Building Permit fee	Nil	Neendakara Gram Panchayat	0.17	Nil
Nil	License fee for machine installation	Nil	Neendakara Gram Panchayat	0.02	Nil
Nil	Registration fee for hospital and para medical institution	Nil	Neendakara Gram Panchayat	0.01	Nil
Nil	Slaughter house	Nil	Neendakara Gram Panchayat	0.26	Nil
Nil	Penalty Court order	Nil	Neendakara Gram Panchayat	0.05	Nil
Nil	Income from sale of forms & Other income	Nil	Neendakara Gram Panchayat	0.00	Nil
Nil	Birth & Death registration fee	Nil	Neendakara Gram Panchayat	0.02	Nil
Nil	Marriage registration fee	Nil	Neendakara Gram Panchayat	0.21	Nil
Nil	Registration fee tutorial institution	Nil	Neendakara Gram Panchayat	0.004	Nil
Nil	Belated fee	Nil	Neendakara Gram Panchayat	0.02	Nil
Nil	Registration fee for running machinery	Nil	Neendakara Gram Panchayat	0.06	Nil
Nil	Fee under RTI act	Nil	Neendakara Gram Panchayat	0.32	Nil
Nil	Fee for other certificate	Nil	Neendakara Gram Panchayat	0.01	Nil
Nil	Penalty and fine – delayed application	Nil	Neendakara Gram Panchayat	0.01	Nil
Nil	Other penalties	Nil	Neendakara Gram Panchayat	0.15	Nil
Nil	Notice fee	Nil	Neendakara Gram Panchayat	0.01	Nil
Nil	Ownership charge fee	Nil	Neendakara Gram Panchayat	0.02	Nil
Nil	Other fee	Nil	Neendakara Gram Panchayat	0.01	Nil

PALAKKAD DISTRICT**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)**

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	190.05	189.92	201.38	189.43	Establishment Expenses Administrative Expenses Operation & Maintenance Interest & Finance Grants, Contribution Compensation from Panchayat Own Fund
Scheme funds	3.05	1.67	442.74	582.01	Expenditure of Transferred Institutions and State Sponsored Schemes Maintenance Projects
Untied funds	4556.03	5401.72	3780.82	3837.95	Decentralised Plan Programme- Productive Sector Service Sector Infrastructure Sector Decentralised Plan Programme-Projects not included in Sector

KOLLAM DISTRICT**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village) (in Rs.Lakhs)**

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	65.03	55.22	248.68	152.90	Establishment Expenditure Administrative Expenditure Operation and Maintenance Interest and Finance charges Grants, Contributions and Compensations
Scheme funds	1235.56	1110.40	623.49	433.62	Expenditure of Transferred Institutions Maintenance Project
Untied funds	7041.96	1623.60	3229.16	2119.23	Decentralised Plan – Productive Sector Decentralised Plan – Service Sector Decentralised Plan – Infrastructure Sector Decentralised Plan – Project not included in Sector

MALAMPUZHA BLOCK**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)**

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	-	-	123.74	28.02	Establishment expenses Administrative expenses Operations and maintenance Interest & finance
Scheme funds	1403.67	361.4	397.61	54.32	Expenditures of transferred institutions and state sponsored schemes Maintenance projects Other grants and funds-revenue expenses PYCKA, TSC,IWDP,IAY,Plan IAY,Other Grants SC Development Social Welfare BRGF SGSY Literacy Hariyali SDF-MLA
Untied funds	372.23	378.39	305.84	592.32	Decentralised plan programme-productive sector Decentralised plan programme-service sector Decentralised plan programme-infrastructure sector Decentralised plan programme-projects not included in sector

ATTAPADI BLOCK**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)**

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	10.98	7.12	4.54	2.70	Capital Expenditure
Scheme funds	1793.64	1533.41	302.00	1250.59	TSC, SGSY, IAY Maintenance Grant Departmental Fund Fund for Scheduled Tribes BRGF, Road Reconstruction Plan
Untied funds	335.46	460.59	303.05	358.69	General Purpose Fund Development Fund-General Development Fund-SCP Development Fund-TSP

OCHIRA BLOCK**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)**

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	16.06	24.99	Nil	Nil	Nil
Scheme funds	661.90	1148.55	523.20	457.07	Maintenance Grant SGSY IAY IAY(Plan Fund) IAY(Dist Panchayat) Total Sanitation NGP PYCKA Literacy
Untied funds	457.03	385.51	362.46	317.30	Development Fund(General) SCP TSP Road Maintenance Own Fund General Purpose Grant

CHAVARA BLOCK**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)**

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue					
Scheme funds	983.83	1643.08	727.01	1317.88	Neendakara CHC Maintenance Grant MGNREGS SGSY IAY NGP Total Sanitation
Untied funds	308.21	256.75	293.46	230.92	Development Fund(General) SCP Road Renovation Project General Purpose Grant Own Fund Others Beneficiary Contribution

AKATHETHARA GRAM PANCHAYAT**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)**

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	69.61	73.10	114.38	106.67	Establishment expenditure Administrative expenditure O&M Expenditure Interest and finance charges Grants ,Contributions and Compensations from Own Fund
Scheme funds	214.32	233.88	227.09	280.90	Decentralised plan- productive sector Service sector Infrastructure sector Decentralised plan- Not in sector division Other Revenue Grants and Funds
Untied funds	219.49	147.78	66.36	81.06	Transferred institution & state sponsored scheme Maintenance projects

PUTHUSSERY GRAM PANCHAYAT**Annex-6****Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)**

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	434.89	311.53	68.60	196.27	Establishment Expenses Administration Expenses Grants, contributions and compensations from own fund.
Scheme funds	196.51	411.50	694.37	148.99	Expenditures of transferred institutions and state sponsored schemes
Untied funds	262.92	184.34	-	636.10	Decentralised plan programme-Productive sector Decentralised plan programme-Service sector Decentralised plan programme-Infrastructure sector Decentralised plan programme-Projects not included in sector division

Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	47.93	62.01	88.51	138.48	Establishment Expenditures Administrative Expenditures Operations & Maintenance Other Revenue Grants and Funds Revenue Grants, Contributions & Compensations
Scheme funds	536.95	790.00	641.95	123.63	Expenditures of Transferred Institutions- Health - Ayurveda Expenditures of Transferred Institutions- Health- Homeopathy Expenditures of Transferred Institutions- General Education Expenditures of Transferred Institutions- Others State Sponsored Schemes- Unemployment Allowance Scheme State Sponsored Schemes- National Old Age Pension State Sponsored Schemes- Pension for Agricultural Workers State Sponsored Schemes- Widow Pension State Sponsored Schemes- Pension for Unmarried women aged above 50 State Sponsored Schemes- Pension for Physically Challenged/ Mentally Challenged State Sponsored Schemes- Financial Help for Widow's Daughters Marriage State Sponsored Schemes- Financial Help for Inter-caste Marriages State Sponsored Schemes- Pre-primary Education to ST Children Maintenance Projects- Non Road Assets- Transferred Institutions- Animal Husbandry –Purchase of Fu Water & Sanitation

					Welfare of SC/ST Social Security & Welfare Nutrition Natural Calamities Crop Husbandry Soil Conservation Animal Husbandry Rural Employment Minor Irrigation Electricity Small Scale Industry Road & Bridges
Untied funds	89.92	389.63	37.19	899.61	Decentralised Plan Programme- Productive Sector Decentralised Plan Programme- Service Sector Decentralised Plan Programme- infrastructure Sector Decentralised Plan Programme- Projects not included in Sector Division Rural Development Infrastructure

SHOLAYUR GRAM PANCHAYAT

Annex-6

Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	22.83	15.64	24.74	41.70	Establishment Expenditure Administrative Expenditure Operations & Maintenance
Scheme funds	168.14	254.83	279.94	82.05	Expenditures Of Transferred Institutions Agriculture Expenditures Of Transferred Institutions-Allopathy Expenditures Of Transferred Institutions-Health-Ayurveda Expenditures Of Transferred Institutions-Health- Homeopathy Expenditures Of Transferred Institutions-General Education Expenditures Of Transferred Institutions-Others State Sponsored Scheme- Unemployment Allowance Scheme State Sponsored Scheme- National Old Age Pension State Sponsored Scheme- Pension For Agriculture

					Workers State Sponsored Scheme- Widow Pension State Sponsored Scheme- Pension For Physically Challenged/Mentally Challenged State Sponsored Scheme- Thatching Grant For ST Families Maintenance Projects- Non Road Assets- Transferred Institutions- Animal Husbandry- Purchase of Fu Supplementary nutritional programs through aganvadies- general Pension & Other Related Schemes General Education Arts & Culture Health Drinking Water & Sanitation Housing Welfare of SC/ST & OBC Unemployment Grant & Labour Pension Social Security & Welfare Nutritional Food Crop Husbandry Animal Husbandry Small Scale Industry Minor Irrigation Electricity
Untied funds	240.92	176.44	72.62	318.34	Decentralised Plan Programme-Productive Sector Decentralised Plan Programme- Service Sector Decentralised Plan Programme- Infrastructure Sector Decentralised Plan Programme- Projects not included in Sector Division Other Rural Development Programme 13 th FC

Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	70.75	53.67	52.06	70.49	Salary & honorarium Administrative expenses Operation & maintenance Other revenue grants and funds Grants, contributions and compensations from own fund
Scheme funds	144.67	303.97	126.53	118.16	Expenditure of transferred institutions- agriculture Expenditure of transferred institutions- allopathy Expenditure of transferred institutions- ayurveda Expenditure of transferred institutions-- homoeopathy Expenditure of transferred institutions- general education Expenditure of transferred institutions- others State sponsored schemes - unemployment allowance scheme State sponsored schemes – national old age pension State sponsored schemes – pension for agricultural workers State sponsored schemes – widow pension State sponsored schemes – pension for unmarried women aged above 50 State sponsored schemes – pension for physically challenged/mentally challenged State sponsored schemes – financial help for widow's daughters marriage Production Bonus Road Maintenance Non- Road Maintenance
Untied funds	328.98	336.80	247.74	453.86	Development fund – productive sector Development fund – service sector Development fund –infrastructure sector Development fund- project s not included in sector division General Purpose Grant General Fund SCP 13 th FC World Bank Assistance

Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	71.57	70.24	141.07	100.93	Establishment expenditure Administrative Expenditure Operations and Maintenance expenditure Other finance expenses
Scheme funds	303.99	469.05	186.09	467.83	National old age pension National widow pension National disability pension MGNREGS Maintenance fund - Road Maintenance fund – Non Road
Untied funds	271.68	491.78	309.59	138.87	Decentralised plan Productive sector Decentralised plan Service sector Decentralised plan Infrastructure sector Other Project Expenditure Agriculture Expenditure Animal Husbandry Expenditure Social welfare Expenditure Allopathy Expenditure Ayurveda Expenditure Homeopathy Expenditure Education Expenditure Unemployment allowance Expenditure Agriculture workers pension Expenditure Pension for unmarried women State Scheme others

Income and Expenditure Pattern of sample Panchayat for the year 2011-12 and 2012-13 (Give separately for District, Block and Village)

(in Rs.Lakhs)

Source of Revenue	Total collection		Total expenditure		Items on which spent
	2011-12	2012-13	2011-12	2012-13	
Own revenue	23.46	27.33	65.45	76.74	Establishment expense Administrative expense Operation and maintenance Grants and Contributions
Scheme funds	153.55	332.18	195.68	348.50	MGNREGS Expenditure on transferred institutions Maintenance Project Grants and contribution s specific purpose National Old age pension National Widow Pension National Disability pension Maintenance fund Road asset Maintenance fund Non Road asset Expenditure Agriculture Expenditure Social Welfare Expenditure Health Ayurveda Expenditure Health Homeopathy Expenditure General Education Expenditure SC Development Expenditure Unemployment allowance Agriculture workers pension Pension for unmarried women
Untied funds	123.72	96.87	8.69	306.85	Decentralised plan – Productive sector Decentralised plan – Service sector Decentralised plan – Infrastructure sector Decentralised plan – Project not included in sector

Own Staff of Panchayat (Give separately for District, Block and Village)

KOLLAM DISTRICT PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary	Office Administration	44640-58640 , Panchayat Own Fund	Own Control	District Panchayat
Finance Officer	Finance	24040-38840, Panchayat Own Fund	Own Control	District Panchayat
Junior Superintendent-Head Clerk	Office Supervision	16180-29180, Panchayat Own Fund	Own Control	District Panchayat
	Clerical Functions	14620-25280, Panchayat Own Fund	Own Control	District Panchayat
Senior Clerk	Clerical Functions	13210-22360, Panchayat Own Fund	Own Control	District Panchayat
LD Clerk	Clerical Functions	9940-16580, Panchayat Own Fund	Own Control	District Panchayat
Selection Grade Typist	Typing	10480-18300, Panchayat Own Fund	Own Control	District Panchayat
LD Typist	Clerical Typing	10480-18300, Panchayat Own Fund	Own Control	District Panchayat
Confidential Assistant	Office Work	10480-18300, Panchayat Own Fund	Own Control	District Panchayat
Office Attend	Office Assisting	8500-13210, Panchayat Own Fund	Own Control	District Panchayat
Driver Grade II	Driving	9190-15780, Panchayat Own Fund	Own Control	District Panchayat
PTS	Cleaning	8500-13210, Panchayat Own Fund	Own Control	District Panchayat

Own Staff of Panchayat (Give separately for District, Block and Village)

CHAVARA BLOCK PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
BDO	Overall Supervision	18740-33680, State Govt Fund	Full control to TP	Full control to TP
Veterinary Surgeon	Veterinary	11070-18450, State Govt Fund	Full control to TP	Full control to TP
Joint BDO	MGNREGA	18740- 31680, State Govt Fund	Full control to TP	Full control to TP
Ex. Officer Housing	Housing	16180-29180, State Govt Fund	Full control to TP	Full control to TP
Ext. Officer	Statistics	13210-22360, State Govt Fund	Full control to TP	Full control to TP
Gen. Ex. Officer	General	13210-22360, State Govt Fund	Full control to TP	Full control to TP
Head Clerk	Clerk	13210-22360, State Govt Fund	Full control to TP	Full control to TP
Account-	Accountant	14620-25280, State Govt Fund	Full control to TP	Full control to TP
Clerk-	Clerk	9940-16580, State Govt Fund	Full control to TP	Full control to TP
Village Extension Officer	Field Work	13210-22360, State Govt Fund	Full control to TP	Full control to TP
Office. Assistance	Office Assisting	8500-13210, State Govt Fund	Full control to TP	Full control to TP
PTS -	Cleaning	4850-7500, State Govt Fund	Full control to TP	Full control to TP

Own Staff of Panchayat (Give separately for District, Block and Village)

OCHIRA BLOCK PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Block Development Officer	Overall Supervision	18740-33680, State Govt Fund	Full control to TP	Full control to TP
Extension Officer	Extension	16180-29180, State Govt Fund	Full control to TP	Full control to TP
Extension Officer(EGS)	Extension	16180-29180, State Govt Fund	Full control to TP	Full control to TP
General Extension Officer	Extension	13900-24040, State Govt Fund	Full control to TP	Full control to TP
Extension Officer(WW)	Extension	13900-24040, State Govt Fund	Full control to TP	Full control to TP
Extension Officer(RH)Gr.II	Extension	13900-24040, State Govt Fund	Full control to TP	Full control to TP
Head Clerk	Clerical Work	14620-25280, State Govt Fund	Full control to TP	Full control to TP
Head Accountant	Accounting	14620-25280, State Govt Fund	Full control to TP	Full control to TP
Senior Clerk	Clerical Work	13210-22360, State Govt Fund	Full control to TP	Full control to TP
Clerk	Clerical Work	9940-16580, State Govt Fund	Full control to TP	Full control to TP
Village Extension Officer I	Extension	13210-22360, State Govt Fund	Full control to TP	Full control to TP
Village Extension Officer II	Field Work	9940-16580, State Govt Fund	Full control to TP	Full control to TP
U.D.Typist(HG)	Clerical Typing	14620-25280, State Govt Fund	Full control to TP	Full control to TP
Driver Gr.I	Driving	10480-17420, State Govt Fund	Full control to TP	Full control to TP
Peon	Office Assisting	8500-13210, State Govt Fund	Full control to TP	Full control to TP
P.T.S.	Cleaning	4850-7500, State Govt Fund	Full control to TP	Full control to TP

Own Staff of Panchayat (Give separately for District, Block and Village)

CHAVARA GRAM PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary	Office Administration	18740-33680, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Junior Suprendent	Office Supervision	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Assistant Secretary	Assisting Office Administration	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Accountant -	Accounting	14620-25280, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
UD Clerk- 3	Clerical Work	13210-23360, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
LD Clerk - 5	Clerical Work	9940-15781, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Peon -2	Office Assistant	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Full Time Sweeper -3	Sweeping	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Part Time Librarian - 1	Keeping Books	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Accredited Engineer -1	Technical Works	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP
Accountant - 1	Accounting	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP
Data Entry cum Accountant-2	Data Entry Operator	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP

Own Staff of Panchayat (Give separately for District, Block and Village)

NEENDAKARA GRAM PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary-1	Office Administration	18740-33680, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Assistant Secretary	Assisting Secretary	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Accountant - 1	Accounting	14620-25280, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
UD Clerk- 3	Clerical Work	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
LD Clerk - 5	Clerical Work	9940-15781, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Peon -2	Office Assisting	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Full Time Sweeper -3	Sweeping	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Part Time Sweeper - 1	Sweeping	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Accredited Engineer -1	Technical Works	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP
Accountant - 1	Accounting	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP
Data entry operator -1	Data Entry	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP

Own Staff of Panchayat (Give separately for District, Block and Village)

ALAPPAD GRAM PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary (1)	Office Administration	18740-33680, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Asst.Secretary (2)	Assist To Secretary	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Head Clerk (1)	Clerical Work	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Head Accountant (1)	Accounting	14620-25280,	Control of TP &VP	Control of TP &VP
Senior Clerk (3)	Clerical Work	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Clerk (3)	Clerical Work	9940-15781, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Office Attendant (1)	Office Assisting	8500-13210	Control of TP &VP	Control of TP &VP
Part Time Sweeper (2)	Sweeping	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Accredited Overseer (MGNREGS) (1)	Field Work	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP
Accountant Cum Data Entry (MGNREGS) (2)	Accounting & Data Entry	Consolidated Payment, Scheme Fund	Control of TP &VP	Control of TP &VP
Technical Assistant (Panchayath) (1)	Technical Works	5650-8790	Control of TP &VP	Control of TP &VP

Own Staff of Panchayat (Give separately for District, Block and Village)

PALAKKAD DISTRICT PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary(1)	Office Administration	44640-58640, Grant From Govt.	Own Control	District Panchayat
Finance Officer (1)	Finance Control	36140-49740	Own Control	District Panchayat
Junior Superintendent(3)	Office Supervision	16180-25280	Own Control	District Panchayat
Head Clerk (1)	Office Supervision	14620-25280	Own Control	District Panchayat
Senior Clerks (5)	Clerical Works	13210-25280	Own Control	District Panchayat
U.D. Typist/ L.D. Typist(3)	Typing	13210-25280 9940-16580	Own Control	District Panchayat
Drivers (3)	Driving Of Official Vehicles	9190-16580	Own Control	District Panchayat
Office Attender (2)	Office Assisting	8500-13210	Own Control	District Panchayat
NPRPD Staff District Coordinator	District Wise Co-Ordinator & Implementation Of Projects For Physically Handicapped	15000, One Time Fund From Central Govt	Own Control	District Panchayat
Assistant Coordinator (Clerical)	Clerical Works	7500	Own Control	District Panchayat

Own Staff of Panchayat (Give separately for District, Block and Village)

MALAMPUZHA BLOCK PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
B.D.O(1)	Overall Supervision	18740-33680, Contingent Fund	Full control to TP	Full control to TP
Head Clerk(1)	Ministerial	14620-25280, Contingent Fund	Full control to TP	Full control to TP
Joint B.D.O(2)	Assist B.D.O	Contingent Fund	Full control to TP	Full control to TP
C.E.O(1)	Supervision	13900-24040, Contingent Fund	Full control to TP	Full control to TP
E.O(W.W)	Women Development	13900-24040, Contingent Fund	Full control to TP	Full control to TP
E.O(Planning And Monitoring)	Planning And Monitoring	13900-24040, Contingent Fund	Full control to TP	Full control to TP
U.D.C	Office Work	16180-29180, Contingent Fund	Full control to TP	Full control to TP
L.D.C	Office Work	9940-15781, Contingent Fund	Full control to TP	Full control to TP
UDT(1)	Typing	13210-25280, Contingent Fund	Full control to TP	Full control to TP
Driver(1)	Driving	9190-16580, Contingent Fund	Full control to TP	Full control to TP
Peon(2)	Office Assistant	8500-13210, Contingent Fund	Full control to TP	Full control to TP
V.E.O-(6)	Field Work	13210-22360, Contingent Fund	Full control to TP	Full control to TP
V.E.O(Grade 2)-(3)	Field Work	13210-22360, Contingent Fund	Full control to TP	Full control to TP
P.T.S (2)	Cleaning	8500-13210, Contingent Fund	Full control to TP	Full control to TP
IEO(1)	Industrial Activities	Contingent Fund	Full control to TP	Full control to TP
BPO(1)	Liason	Contingent Fund	Full control to TP	Full control to TP

Own Staff of Panchayat (Give separately for District, Block and Village)

ATTAPADI BLOCK PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
B.D.O (1)	Overall Supervision	18740-33680, Contingent Fund	Full control to TP	Full control to TP
Head Clerk (1)	Ministerial	14620-25280, Contingent Fund	Full control to TP	Full control to TP
Joint B.D.O (2)	Assist B.D.O	Contingent Fund	Full control to TP	Full control to TP
C.E.O (1)	Supervision	13900-24040, Contingent Fund	Full control to TP	Full control to TP
E.O (W.W)	Women Development	13900-24040, Contingent Fund	Full control to TP	Full control to TP
E.O (Planning And Monitoring)	Planning And Monitoring	13900-24040, Contingent Fund	Full control to TP	Full control to TP
U.D.C	Office Work	16180-29180, Contingent Fund	Full control to TP	Full control to TP
L.D.C	Office Work	9940-15781, Contingent Fund	Full control to TP	Full control to TP
UDT (1)	Typing	13210-25280, Contingent Fund	Full control to TP	Full control to TP
Driver (1)	Driving	9190-16580, Contingent Fund	Full control to TP	Full control to TP
Peon (2)	Office Assistant	8500-13210, Contingent Fund	Full control to TP	Full control to TP
V.E.O- (6)	Field Work	13210-22360, Contingent Fund	Full control to TP	Full control to TP
V.E.O (Grade 2)-(3)	Field Work	13210-22360, Contingent Fund	Full control to TP	Full control to TP
IEO (1)	Industrial Activities	Contingent Fund	Full control to TP	Full control to TP

Own Staff of Panchayat (Give separately for District, Block and Village)

AGALI GRAM PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary-1	Office Administration	18740-33680, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Junior Superintend -1	Office Supervision	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Assistant Secretary	Assisting Office Administration	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Accountant - 1	Accounting	14620-25280, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
UD Clerk- 3	Office Work	13210-23360, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
LD Clerk - 5	Office Work	9940-15781, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Peon -2	Office Assisting	8500-13210, Panchayat Own	Control of TP &VP	Control of TP &VP
Full Time Sweeper	Sweeping	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Data Entry Operator -1	Data Entry	Consolidated Payment	Control of TP &VP	Control of TP &VP

Own Staff of Panchayat (Give separately for District, Block and Village)

PUTHUSSERI GRAM PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary(1)	Office Head	18740-33680, Contingent Fund	Control of TP &VP	Control of TP &VP
Assistant Secretary(1)	Assist Secretary	16180-29180, Contingent Fund	Control of TP &VP	Control of TP &VP
J.S(1)	Ministerial Head	16180-29180, Contingent Fund	Control of TP &VP	Control of TP &VP

Accountant(1)	Accounting	14620-25280, Contingent Fund	Control of TP &VP	Control of TP &VP
Senior Clerk(4)	Office Work	13210-23360, Contingent Fund	Control of TP &VP	Control of TP &VP
Junior Clerk(7)	Office Work	9940-15781, Contingent Fund	Control of TP &VP	Control of TP &VP
Office Attander	Office Assistant	8500-13210, Contingent Fund	Control of TP &VP	Control of TP &VP
FTS	Cleaning.	8500-13210, Contingent Fund	Control of TP &VP	Control of TP &VP
Panchayat Night Watchman	Night Work	Contingent Fund	Control of TP &VP	Control of TP &VP
Driver	Driving	9190-16580, Contingent Fund	Control of TP &VP	Control of TP &VP
Panchayat Librarian	Library Management	Contingent Fund	Control of TP &VP	Control of TP &VP
L.D.Clerk	Office Work	9940-15781, Contingent Fund	Control of TP &VP	Control of TP &VP

Own Staff of Panchayat (Give separately for District, Block and Village)

Annex-7

SHOLAYUR GRAM PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary-1	Office Administration	18740-33680, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Junior Suprendent -1	Office Supervision	16180-29180, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Accountant - 1	Accounting	14620-25280, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
UD Clerk- 3	Office Work	13210-23360, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
LD Clerk	Office Work	9940-15781, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Peon -2	Office Assisting	8500-13210, Panchayat Own	Control of TP &VP	Control of TP &VP
Full Time Sweeper	Sweeping	8500-13210, Panchayat Own Fund	Control of TP &VP	Control of TP &VP
Data Entry Operator -1	Data Entry	Cosolidated Payment	Control of TP &VP	Control of TP &VP

Own Staff of Panchayat (Give separately for District, Block and Village)

AKATHETHARA GRAM PANCHAYAT

Designation	Functions	Pay scale & source of salary	Control of Panchayat over staff (as per state q'aire)	Comments as per field situation, especially on actual control by Panchayats
Secretary (1)	Office Management G	18740-33680, General Fund	Control of TP & VP	Control of TP & VP
Assistance Secretary (1)	Office Management G	General Fund	Control of TP & VP	Control of TP & VP
JS (1)	Accountant	General Fund	Control of TP & VP	Control of TP & VP
Senior Clerk	Office Work	13210-23360, General Fund	Control of TP & VP	Control of TP & VP
Clerk (6)	Office Work	9940-15781, General Fund	Control of TP & VP	Control of TP & VP
Office Accountant (2)	Office Assistance	8500-13210, General Fund	Control of TP & VP	Control of TP & VP
FTS (2)	Cleaning	8500-13210, General Fund	Control of TP & VP	Control of TP & VP
PTS (3)	Cleaning	8500-13210, General Fund	Control of TP & VP	Control of TP & VP

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

KOLLAM DISTRICT PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Secretary	Overall Supervision	District Panchayat	Dual Control of District Panchayat & Department
Finance Officer	Finance Management	District Panchayat	Dual Control of District Panchayat & Department
Junior Superintendent	Office Supervision	District Panchayat	Dual Control of District Panchayat & Department

Head Clerk	Office Work	District Panchayat	Dual Control of District Panchayat & Department
Senior Clerk	Office Clerical Work	District Panchayat	Dual Control of District Panchayat & Department
UD Typist	Clerical Typist	District Panchayat	Dual Control of District Panchayat & Department
LD Typist	Clerical Typist	District Panchayat	Dual Control of District Panchayat & Department
Drivers	Driving	District Panchayat	Dual Control of District Panchayat & Department
Office Attendants	Office Assisting	District Panchayat	Dual Control of District Panchayat & Department

Annex-8

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

CHAVARA BLOCK PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
CDPO-1	Administration	Full control to TP	Dual control of TP & Department
Head Accountant-1	Accounting	Full control to TP	Dual control of TP & Department
Supervisor -5	Supervision	Full control to TP	Dual control of TP & Department
Clerk Typist - 2	Clerical Typist	Full control to TP	Dual control of TP & Department
Clerk -1	Office Work	Full control to TP	Dual control of TP & Department
Peon -1	Office Assisting	Full control to TP	Dual control of TP & Department
PTS-1	Cleaning	Full control to TP	Dual control of TP & Department
Deputy Extension Officer	Extension	Full control to TP	Dual control of TP & Department
Dairy Extension Officer (1)	Extension	Full control to TP	Dual control of TP & Department

Dairy farm Instructor-HG(1)	Instruction	Full control to TP	Dual control of TP & Department
Dairy farm Instructor-1	Instruction	Full control to TP	Dual control of TP & Department
Assistant Director of Agriculture	Supervision	Full control to TP	Dual control of TP & Department
ADA -1	Supervision	Full control to TP	Dual control of TP & Department
Senior Clerk -1	Office Work	Full control to TP	Dual control of TP & Department
Mechanic-1	Technical Work (Machinery)	Full control to TP	Dual control of TP & Department
Caste Development Officer	Development Officer	Full control to TP	Dual control of TP & Department
SCDO -1	Development Officer	Full control to TP	Dual control of TP & Department
Sr. Clerk -	Clerk Office Work	Full control to TP	Dual control of TP & Department
Assistant Executive Engineer -1	Public Works	Full control to TP	Dual control of TP & Department
Assistant Engineer -1	Technical Works	Full control to TP	Dual control of TP & Department
Assistant Engineer-1	Technical Works	Full control to TP	Dual control of TP & Department
Ist grade Overseer -1	Field Works	Full control to TP	Dual control of TP & Department
II Grade Overseer -1	Field Works	Full control to TP	Dual control of TP & Department
UD Typist -1	Typing	Full control to TP	Dual control of TP & Department
LDC.1	Office Work	Full control to TP	Dual control of TP & Department
Peon-1	Office Assisting	Full control to TP	Dual control of TP & Department
Medical Officer -1	Supervision	Full control to TP	Dual control of TP & Department
Civil Surgeon -3	Surgery	Full control to TP	Dual control of TP & Department
Asst. Surgeon -3	Assisting Surgery	Full control to TP	Dual control of TP & Department
Senior Clerk -2	Clerical Work	Full control to TP	Dual control of TP & Department

Clerk -1	Clerical Work	Full control to TP	Dual control of TP & Department
Head Nurse -4	Nursing	Full control to TP	Dual control of TP & Department
Pharmacist -1	Medicine Distribution (Pharmacy)	Full control to TP	Dual control of TP & Department
Lab Technician -1	Lab Assisting	Full control to TP	Dual control of TP & Department
Radiographer -1	Radiography Technician	Full control to TP	Dual control of TP & Department
X-ray Attender-1	X- Ray Technician	Full control to TP	Dual control of TP & Department
Health Supervisor -2	Supervising	Full control to TP	Dual control of TP & Department
Lady Health Supervisor -1	Supervision	Full control to TP	Dual control of TP & Department
Health Inspector - 6	Inspection	Full control to TP	Dual control of TP & Department
Public health Nurse -4	Nursing	Full control to TP	Dual control of TP & Department
Ophthalmic Assistant-1	Eye Testing Assistance	Full control to TP	Dual control of TP & Department
Junior Health Inspector- 15	Inspection	Full control to TP	Dual control of TP & Department
Junior Public Health Nurse -18	Nursing	Full control to TP	Dual control of TP & Department
Nursing Assistance-4	Assistance Nurse	Full control to TP	Dual control of TP & Department
O.A._ 1	Office Work	Full control to TP	Dual control of TP & Department
Driver -1	Driving	Full control to TP	Dual control of TP & Department
Hospital Attender (Grade -I)- 1	Other Works	Full control to TP	Dual control of TP & Department
Hospital Attender – (Grade -II)-1	Other Works	Full control to TP	Dual control of TP & Department
PTS -1	Cleaning	Full control to TP	Dual control of TP & Department
Superintendent -1	Office Supervision	Full control to TP	Dual control of TP & Department
Doctors -11	Consulting Patients	Full control to TP	Dual control of TP & Department
Sr. Clerk -1	Office Work	Full control to TP	Dual control of TP & Department

Clerk Typist -1	Office Work	Full control to TP	Dual control of TP & Department
O.A -1	Office Work	Full control to TP	Dual control of TP & Department
Pharmacist -2	Medicine Distribution (Pharmacy)	Full control to TP	Dual control of TP & Department
Dental Hygienist - 1	Dental Treatment	Full control to TP	Dual control of TP & Department
Lab Technician -1	Lab Assistance (Technical)	Full control to TP	Dual control of TP & Department
Optometrist -1	Treatment of eyes	Full control to TP	Dual control of TP & Department
Health Inspector - 1	Inspection	Full control to TP	Dual control of TP & Department
Lady Health Inspector -1	Inspection	Full control to TP	Dual control of TP & Department
Junior Public Health Nurse -1	Nursing	Full control to TP	Dual control of TP & Department
Nursing Superintend-	Nursing	Full control to TP	Dual control of TP & Department
Head Nurse -2	Nursing	Full control to TP	Dual control of TP & Department
Staff Nurse -7	Nursing	Full control to TP	Dual control of TP & Department
Nursing Assistant -6	Assisting Nurse	Full control to TP	Dual control of TP & Department
1st grade Attender -3	Other Works	Full control to TP	Dual control of TP & Department
IInd grade Attender -6	Other Works	Full control to TP	Dual control of TP & Department
P.T.S - 1	Cleaning	Full control to TP	Dual control of TP & Department

Annex-8

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

OCHIRA GRAM PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Dairy Extension Officer(1)	Dairy Extension	Control of DP & VP	Dual control of VP & Department
Dairy Farm Instructor(2)	Diary Inspection	Control of DP & VP	Dual control of VP & Department

CDPO	Administration	Control of DP & VP	Dual control of VP & Department
ICDS Supervisor	Supervision	Control of DP & VP	Dual control of VP & Department
UDC	Office Work	Control of DP & VP	Dual control of VP & Department
Driver	Driving	Control of DP & VP	Dual control of VP & Department
OA	Office Works	Control of DP & VP	Dual control of VP & Department
PTS	Cleaning	Control of DP & VP	Dual control of VP & Department
Asst. Director of Agriculture	Overall Supervision	Control of DP & VP	Dual control of VP & Department
Clerk	Office Work	Control of DP & VP	Dual control of VP & Department
Mechanic	Mechanical Works	Control of DP & VP	Dual control of VP & Department
Asst. Executive Engineer	Technical Works	Control of DP & VP	Dual control of VP & Department
Asst. Engineer	Technical Works	Control of DP & VP	Dual control of VP & Department
I Gr. Draft Man	Making Draft	Control of DP & VP	Dual control of VP & Department
II Gr. Draft Man	Making Draft	Control of DP & VP	Dual control of VP & Department
U D Clerk	Office Work	Control of DP & VP	Dual control of VP & Department
Office Attendant	Office Attending	Control of DP & VP	Dual control of VP & Department
SC Development Officer Gr.II	Sc Development	Control of DP & VP	Dual control of VP & Department
Office Attendant	Assisting Office	Control of DP & VP	Dual control of VP & Department

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

CHAVARA GRAM PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Veterinary Surgeon - 1	Veterinary Surgery	Control of DP & VP	Dual control of VP & Department
Live Stock Inspector - 1	Diary Inspection	Control of DP & VP	Dual control of VP & Department
At tender - 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS -1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Pharmacy Work	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department
Attender 1	Assisting Medical Activities	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Agriculture Officer 1	Overall Supervision	Control of DP & VP	Dual control of VP & Department
Agriculture Assistant 2	Assisting Agriculture Officer	Control of DP & VP	Dual control of VP & Department
Attender 1	Assisting Agriculture Office Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Allopathy	Medical Treatment	Control of DP & VP	Dual control of VP & Department

Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Surgeon 2	Surgery	Control of DP & VP	Dual control of VP & Department
JPHN 6	Nursing	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
VEO/LVEO 2	Field Work	Control of DP & VP	Dual control of VP & Department
Inspector	Inspection	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department

Annex-8

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

NEENDAKARA GRAM PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Veterinary Surgeon - 1	Veterinary Surgery	Control of DP & VP	Dual control of VP & Department
Live Stock Inspector - 1	Diary Inspection	Control of DP & VP	Dual control of VP & Department
Attender - 1	Assisting Veterinary Office	Control of DP & VP	Dual control of VP & Department
PTS -1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department

Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Agriculture Officer 1	Overall Supervision	Control of DP & VP	Dual control of VP & Department
Agriculture Assistant 2	Agriculture	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
VEO/LVEO 2	Field Works	Control of DP & VP	Dual control of VP & Department
Inspector 1	Fisheries Inspector	Control of DP & VP	Dual control of VP & Department
Attender	Assisting Fisheries Officer	Control of DP & VP	Dual control of VP & Department

Annex-8

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

KULASEKHARAPURAM GRAM PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Secretary-1	Office Administration	Control of DP & VP	Dual control of VP & Department
Assistant Secretary-1	Assisting Office Administration	Control of DP & VP	Dual control of VP & Department
Superintendent-1	Office Supervision	Control of DP & VP	Dual control of VP & Department
Accountant-1	Accounting	Control of DP & VP	Dual control of VP & Department
Senior Clerk-5	Office Work	Control of DP & VP	Dual control of VP & Department
Junior Clerk-6	Office Work	Control of DP & VP	Dual control of VP & Department
TS-1	Other Works	Control of DP & VP	Dual control of VP & Department
FTS-2	Cleaning	Control of DP & VP	Dual control of VP & Department
Peon-1	Office Assisting	Control of DP & VP	Dual control of VP & Department

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

ALAPPAD GRAM PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Veterinary Surgeon - 1	Veterinary Surgery	Control of DP & VP	Dual control of VP & Department
Live Stock Inspector - 1	Dairy Inspection	Control of DP & VP	Dual control of VP & Department
Attender - 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS -1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Agriculture Officer 1	Overall Supervision	Control of DP & VP	Dual control of VP & Department
Agriculture Assistant 2	Assisting Agriculture Officer	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Allopathy	Medical Treatment	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Surgeon 2	Surgery	Control of DP & VP	Dual control of VP & Department
JPHN 6	Nursing	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department

Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
VEO/LVEO 2	Field Work	Control of DP & VP	Dual control of VP & Department
Inspector 1	Inspection	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department

Annex-8

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

PALAKKAD DISTRICT PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Secretary	Office Administration	District Panchayat	Dual Control of District Panchayat & Department
Finance Officer	Finance	District Panchayat	Dual Control of District Panchayat & Department
Junior Superintendent	Office Supervision	District Panchayat	Dual Control of District Panchayat & Department
Head Clerk	Clerical Office Work	District Panchayat	Dual Control of District Panchayat & Department
Senior Clerk	Clerical Office Work	District Panchayat	Dual Control of District Panchayat & Department
UD Typist	Typing	District Panchayat	Dual Control of District Panchayat & Department
LD Typist	Typing	District Panchayat	Dual Control of District Panchayat & Department
Drivers	Driving	District Panchayat	Dual Control of District Panchayat & Department
Office Attendants	Office Assisting	District Panchayat	Dual Control of District Panchayat & Department

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

ATTAPADI BLOCK PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
CDPO-1	Administration	Full control to TP	Dual control of TP & Department
Head Accountant-1	Accounting	Full control to TP	Dual control of TP & Department
Supervisor -5	Supervising	Full control to TP	Dual control of TP & Department
Clerk Typist - 2	Clerical Office Typist	Full control to TP	Dual control of TP & Department
Clerk -1	Office Work	Full control to TP	Dual control of TP & Department
Peon -1	Office Assisting	Full control to TP	Dual control of TP & Department
PTS-1	Cleaning	Full control to TP	Dual control of TP & Department
Dairy Extension Officer	Extension Officer	Full control to TP	Dual control of TP & Department
Dairy Farm Instructor-HG(1)	Inspection	Full control to TP	Dual control of TP & Department
Dairy Farm Instructor-1	Inspection	Full control to TP	Dual control of TP & Department
Assistant Director of Agriculture	Supervision	Full control to TP	Dual control of TP & Department
ADA -1	Agriculture Overall	Full control to TP	Dual control of TP & Department
Senior Clerk -1	Office Work	Full control to TP	Dual control of TP & Department
Mechanic-1	Mechanical Works	Full control to TP	Dual control of TP & Department
SC Development Officer	Development of SC	Full control to TP	Dual control of TP & Department
SCDO -1	Development of SC	Full control to TP	Dual control of TP & Department

Sr. Clerk -	Office Work	Full control to TP	Dual control of TP & Department
Assistant Executive Engineer -1	Public Works	Full control to TP	Dual control of TP & Department
Assistant Engineer	Technical Works	Full control to TP	Dual control of TP & Department
Assistant Engineer-1	Technical Works	Full control to TP	Dual control of TP & Department
Ist Grade overseer -1	Field Works	Full control to TP	Dual control of TP & Department
II Grade Overseer - 1	Field Works	Full control to TP	Dual control of TP & Department
UD Typist -1	Typing	Full control to TP	Dual control of TP & Department
LDC.1	Office Work	Full control to TP	Dual control of TP & Department
Peon-1	Office Assisting	Full control to TP	Dual control of TP & Department
Medical Officer -1	Supervision	Full control to TP	Dual control of TP & Department
Civil Surgeon -3	Surgery	Full control to TP	Dual control of TP & Department
Asst. Surgeon -3	Assisting Surgery	Full control to TP	Dual control of TP & Department
Senior Clerk -2	Office Work	Full control to TP	Dual control of TP & Department
Clerk -1	Office Work	Full control to TP	Dual control of TP & Department
Head Nurse -4	Treating Patients	Full control to TP	Dual control of TP & Department
Pharmacist -1	Medicine Distribution (Pharmacy)	Full control to TP	Dual control of TP & Department
Lab Technician -1	Lab Technical Assistance	Full control to TP	Dual control of TP & Department
Radiographer -1	Radiography	Full control to TP	Dual control of TP & Department
X-ray Attender-1	X- Ray Technical Assistant	Full control to TP	Dual control of TP & Department
Health Supervisor - 2	Supervising Health Activities	Full control to TP	Dual control of TP & Department
Lady Health Supervisor -1	Supervision	Full control to TP	Dual control of TP & Department

Health Inspector -6	Inspection	Full control to TP	Dual control of TP & Department
Public Health Nurse -4	Treating Patients	Full control to TP	Dual control of TP & Department
Ophthalmic Assist	Treating Patients	Full control to TP	Dual control of TP & Department
Junior Health Inspector- 15	Inspection	Full control to TP	Dual control of TP & Department
Junior Public Health Nurse -18	Treating Patients	Full control to TP	Dual control of TP & Department
Nursing Assistance- 4	Assisting Nursing	Full control to TP	Dual control of TP & Department
O.A._ 1	Office Work	Full control to TP	Dual control of TP & Department
Driver -1	Driving	Full control to TP	Dual control of TP & Department
Hospital Attender (Grade -I)– 1	Other Works	Full control to TP	Dual control of TP & Department
Hospital Attender – (Grade -II)-1	Other Works	Full control to TP	Dual control of TP & Department
PTS -1	Cleaning	Full control to TP	Dual control of TP & Department
Superintendent -1	Office Supervision	Full control to TP	Dual control of TP & Department
Doctors -11	Consulting Patients	Full control to TP	Dual control of TP & Department
Ser. Clerk -1	Office Work	Full control to TP	Dual control of TP & Department
Clerk Typist -1	Clerical Typing	Full control to TP	Dual control of TP & Department
O.A -1	Office Work	Full control to TP	Dual control of TP & Department
Pharmacist -2	Medicine Distribution (Pharmacy)	Full control to TP	Dual control of TP & Department
Dental Hygienist -1	Dental Treatment	Full control to TP	Dual control of TP & Department
Lab Technician -1	Assisting Lab	Full control to TP	Dual control of TP & Department
Optometrist -1	Treatment of eyes	Full control to TP	Dual control of TP & Department
Health Inspector -1	Inspection	Full control to TP	Dual control of TP & Department

Lady Health Inspector -1	Inspection	Full control to TP	Dual control of TP & Department
Junior Public Health Nurse -1	Treatment of Patients	Full control to TP	Dual control of TP & Department
Nursing Superintend-	Treatment of Patients	Full control to TP	Dual control of TP & Department
Head Nurse -2	Treatment of Patients	Full control to TP	Dual control of TP & Department
Staff Nurse -7	Treatment of Patients	Full control to TP	Dual control of TP & Department
Nursing Assistant - 6	Assisting Nurses	Full control to TP	Dual control of TP & Department
1st Grade Attender -3	Other Works	Full control to TP	Dual control of TP & Department
11nd Grade Attender	Other Works	Full control to TP	Dual control of TP & Department
P.T.S – 1	Cleaning	Full control to TP	Dual control of TP & Department

Annex-8

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

MALAMPUZHA BLOCK PANCHCYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Dairy Extension Officer (1)	Dairy Extension	Full control to TP	Dual control of TP & Department
Dairy Farm Instructor (2)	Dairy work	Full control to TP	Dual control of TP & Department
CDPO	Child & women development	Full control to TP	Dual control of TP & Department
ICDS Supervisor	Supervision	Full control to TP	Dual control of TP & Department
UDC	Clerical Work	Full control to TP	Dual control of TP & Department
Driver	Driving	Full control to TP	Dual control of TP & Department
OA	Office Works	Full control to TP	Dual control of TP & Department
PTS	Cleaning	Full control to TP	Dual control of TP & Department
Asst. Director of Agriculture	Supervision	Full control to TP	Dual control of TP & Department

Clerk	Clerical Works	Full control to TP	Dual control of TP & Department
Mechanic	Mechanical Works	Full control to TP	Dual control of TP & Department
Asst.Executive Engineer	Technical Works	Full control to TP	Dual control of TP & Department
Asst.Engineer	Technical Works	Full control to TP	Dual control of TP & Department
I Gr.Draft Man	Making Drafts	Full control to TP	Dual control of TP & Department
II Gr.Draft Man	Making Drafts	Full control to TP	Dual control of TP & Department
U D Clerk	Clerical Works	Full control to TP	Dual control of TP & Department
Office Attendant	Office Assisting	Full control to TP	Dual control of TP & Department
SC Development Officer Gr.II	SC Development	Full control to TP	Dual control of TP & Department
Office Attendant	Office Assisting	Full control to TP	Dual control of TP & Department

Annex-8

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

AGALI GRAM PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Assistant Secretary (1)	Office Administration	Control of DP & VP	Dual control of VP & Department
Accountant (1)	Accounting	Control of DP & VP	Dual control of VP & Department
Senior Clerk (3)	Office Work	Control of DP & VP	Dual control of VP & Department
Clerk (2)	Office Work	Control of DP & VP	Dual control of VP & Department
Driver (1)	Driving	Control of DP & VP	Dual control of VP & Department
Full Time Sweeper (1)	Sweeping	Control of DP & VP	Dual control of VP & Department
Office Assistant (2)	Office Assisting	Control of DP & VP	Dual control of VP & Department
Part Time Sweeper (1)	Sweeping	Control of DP & VP	Dual control of VP & Department

Annex-8**Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)****PUTHUSERRY GRAM PANCHAYAT**

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Secretary-1	Overall Supervision	Control of DP & VP	Dual control of VP & Department
Assistant Secretary-1	Assisting Secretary	Control of DP & VP	Dual control of VP & Department
Superintendent-1	Office Supervision	Control of DP & VP	Dual control of VP & Department
Accountant-1	Accounting	Control of DP & VP	Dual control of VP & Department
Senior Clerk-5	Office Work	Control of DP & VP	Dual control of VP & Department
Junior Clerk-6	Office Work	Control of DP & VP	Dual control of VP & Department
TS-1	Other Works	Control of DP & VP	Dual control of VP & Department
FTS-2	Other Works	Control of DP & VP	Dual control of VP & Department
Peon-1	Office Assisting	Control of DP & VP	Dual control of VP & Department

Annex-8**Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)****SHOLAYUR GRAM PANCHAYAT**

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Veterinary Surgeon - 1	Veterinary Surgery	Control of DP & VP	Dual control of VP & Department
Live Stock Inspector - 1	Live Stock Diary Inspection	Control of DP & VP	Dual control of VP & Department
At tender - 1	Other Works	Control of DP & VP	Dual control of VP & Department

PTS -1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Pharmacy(Medicine Distribution)	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Agriculture Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Agriculture Assistant 2	Assist AO	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
VEO/LVEO 2	Field Work	Control of DP & VP	Dual control of VP & Department
Inspector 1	Inspection	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department

Departmental functionaries transferred to Panchayats (Give separately for District, Block and Village)

AKATHETHARA GRAM PANCHAYAT

Designation of employee	Function	Control of Panchayat (as per State Q'aire)	Comment as per field situation
Veterinary Surgeon - 1	Veterinary Surgery	Control of DP & VP	Dual control of VP & Department
Live Stock Inspector - 1	Diary Inspection	Control of DP & VP	Dual control of VP & Department
At tender - 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS -1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medical Pharmacist	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Agriculture Officer 1	Supervision	Control of DP & VP	Dual control of VP & Department
Agriculture Assistant 2	Assist AO	Control of DP & VP	Dual control of VP & Department
Attender 1	Other Works	Control of DP & VP	Dual control of VP & Department
PTS 1	Cleaning	Control of DP & VP	Dual control of VP & Department
Allopathy	Medical Treatment	Control of DP & VP	Dual control of VP & Department
Medical Officer 1	Overall Supervision	Control of DP & VP	Dual control of VP & Department

Surgeon 2	Surgery	Control of DP & VP	Dual control of VP & Department
JPHN 6	Nursing	Control of DP & VP	Dual control of VP & Department
Pharmacist 1	Medicine Distribution (Pharmacy)	Control of DP & VP	Dual control of VP & Department
VEO/LVEO 2	Field Work	Control of DP & VP	Dual control of VP & Department

Gram Sabha

Annex-9

(Please provide information as per field study with reference to 2012-13)

KOLLAM DISTRICT

	GP 1 Chavara	GP 2 Neendakara	GP 3 Kulasekha rapuram	GP 4 Alappad	Any other information
Frequency of meeting	4	3	4	3	Nil
Participation	15664	3504	11209	6366	Nil
Officials Attended	2	2	2	2	Nil
Role played in planning	Draft plan is discussed in the grama sabha and suggestions from the grama sabha incorporated	Draft plan is discussed in the grama sabha and suggestions from the grama sabha incorporated	Yes	Yes	Nil
Role in budget preparation	Budget is placed before the Grama Sabhs for the approval	Budget is placed before the Grama Sabhs for the approval	No	Yes	Nil
Role in discussion & approval of account	Annual accounts placed before the grama sabha for the approval	Annual accounts placed before the grama sabha for the approval	Yes	Yes	Nil
Role in preparation of beneficiaries list	IAY- Beneficiary selection is from grama sabha AAY- Beneficiary	IAY- Beneficiary selection is from grama sabha AAY- Beneficiary	IAY- Yes	IAY- Yes AAY- Nil	Nil

	selection is from grama sabha	selection is from grama sabha			
Role in Social Audit	Social audit is conducted for the MGNREGS	Social audit is conducted for the MGNREGS	Yes	Yes	Nil

Gram Sabha

Annex-9

(Please provide information as per field study with reference to 2012-13)

PALAKKAD DISTRICT

	GP 1 Agali	GP 2 Puthussery	GP 3 Sholayur	GP 4 Akathethara	Any other information
Frequency of meeting	4	4	3-4	4	Nil
Participation	1739	1709	3833	5212	Nil
Officials Attended	2	2	1	2	Nil
Role played in planning	Yes	Yes	yes	Yes	Nil
Role in budget preparation	Yes	Yes	Yes	Yes	Nil
Role in discussion & approval of account	Yes	Yes	Yes	Yes	Nil
Role in preparation of beneficiaries list	Yes	IAY- Yes AAY- Yes	IAY- Yes AAY- Yes	IAY- Yes AAY- Yes	Nil
Role in Social Audit	Yes	Yes	Yes	Yes	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

KOLLAM DISTRICT PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	K. Jagadamma Teacher	Discuss Financial matters of the GP	14	No major activities	Nil
2	Development Standing Committee	Ad. Biju K Mathew	Discuss Developmental matters of the GP	14	No major activities	Nil
3	Public Works	M. Leelamma	Discuss Public Works matters of the GP	13	No major activities	Nil
4	Health and Education	Ad. C P Sudeesh Kumar	Discuss Health and Education matters of the GP	15	No major activities	Nil
5	Welfare Standing Committee	Ad. S Sandhya Rani	Discuss Welfare matters of the GP	14	No major activities	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

CHAVARA BLOCK PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	M. Susheela	Discuss Financial matters of the GP		No major activities	Nil
2	Welfare Standing Committee	Ms. Jollykutty Aradan	Discuss Welfare matters of the GP		No major activities	Nil
3	Development Standing Committee	Ms. Seenath. A Member	Discuss Developmental matters of the GP		No major activities	Nil
4	Health & Education	Reshmi Joseph	Discuss Health and Education matters of the GP		No major activities	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

OCHIRA BLOCK PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	Nafeem Manual	Discuss Financial matters of the GP	6	No major activities	Nil
2	Development Standing Committee	R.K.Deepu	Discuss Developmental matters of the GP	12	Agriculture equipments 10% for maintenance	Nil
3	Welfare Standing Committee	Suresh Thonuveti	Discuss Welfare matters of the GP	3	SC Tuition Centre, maintenance Anganwadi, Hostel Education Fittings, Gas connection, Security for fisheries, PHP equipments & palliative care Unit	Nil
4	Health & Education	Mrs. L. Shobha	Discuss Health and Education matters of the GP	7	Fisheries Unit	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

CHAVARA GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	Jayalakshmi I	Discuss Financial matters of the GP	6	No major activities	Nil
2	Development Standing Committee	Shiju T	Discuss Developmental matters of the GP	6	No major activities	Nil
3	Welfare Standing Committee	Asha S	Discuss Welfare matters of the GP	5	No major activities	Nil
4	Health and Education	Pankajakshan N	Discuss Health and Education matters of the GP	6	No major activities	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

NEENDAKARA GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	Christina Jerome	Discuss Financial matters of the GP	14	No major activities	Nil
2	Development Standing Committee	Babu Prabhakaran	Discuss Developmental matters of the GP	12	No major activities	Nil
3	Welfare Standing Committee	Baby Pious	Discuss Welfare matters of the GP	12	No major activities	Nil
4	Health and Education Standing Committee	Mariyamma John	Discuss Health and Education matters of the GP	12	No major activities	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

KULASEKHARAPURAM GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Health and Education Standing Committee	Mr. Rajendra Parasad, Member	Discuss Health and Education matters of the GP	18	Palliative care, prevention of diseases in rainy season, awareness creation through house visits, new sub centre, discussion about food poison, furniture for school, pipe compost and biogas plant	Nil
2					Unemployment allowance, handicapped pension, re-verification of widow pension, request to receive application for pension in every month, receive applications from VEO, decided to receive applications through front office	Nil

3	Development Standing Committee	G. Gopinath	Discuss Developmental matters of the GP	13	Reviewing of development work, restructuring of working group, usage of maintenance fund and maintenance of transferred institutions, decided to conduct meeting of working group members, decided to strengthen NREGA, discussion to prepare annual plan, draft of labour budget is discussed and it should be placed before the panchayat committee	Nil
4	Finance Standing Committee	Vice President	Discuss Financial matters of the GP		Discuss the receipt and payment statements, sanctioning of annual plan 2012-13, use the service of preraks for tax collection.	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

ALAPPAD GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	C. Baby, Vice President	Discuss Financial matters of the GP	12	No major activities	Nil
2	Development Standing Committee	M.R. Bimaldani, Member	Discuss Developmental matters of the GP	12	No major activities	Nil
3	Welfare Standing Committee	J. Jayasree, Member	Discuss Welfare matters of the GP	12	No major activities	Nil
4	Health & Education	K. Harshan, Member	Discuss Health and Education matters of the GP	12	No major activities	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

PALAKKAD DISTRICT PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Development Standing Committee	K.E.Haneefa-Chairperson DP	Discuss Developmental matters of the GP	15	164	Nil
2	Health & Education	Abdul Rahman Master-Chairperson DP	Discuss Health and Education matters of the GP	14	88	Nil
3	Public Works	K.G. Jayaufi-Chairperson DP	Discuss Public Works matters of the GP	14	56	Nil
4	Welfare Standing Committee	K. Sreeja-Chairperson DP	Discuss Welfare matters of the GP	13	96	Nil
5	Finance Standing Committee	Subaida Ishaq-Chairperson DP	Discuss Financial matters of the GP	13	210	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

ATTAPADI BLOCK PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Standing Committee Finance-	Sreelakshmi	Discuss Financial matters of the GP	22	13	Nil
2	Standing Committee-Welfare	Lakshmi	Discuss Welfare matters of the GP	10	18	Nil
3	Standing Committee-Development	Sabina Ali Akbar	Discuss Developmental matters of the GP	12	45	Nil
4	Standing Committee-Health and Education	Bindu Unni	Discuss Health and Education matters of the GP	14	40	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

MALAMPUZHA BLOCK PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	K.A.Prasanna kumar	Discuss Financial matters of the GP	12	32	Nil
2	Development Standing Committee	T.K.Achuthan	Discuss Developmental matters of the GP	12	28	Nil
3	Welfare Standing Committee	G.Prasanna	Discuss Welfare matters of the GP	12	51	Nil
4	Health and Education	M.Santha	Discuss Health and Education matters of the GP	12	48	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

PUTHUSSEY GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Development Standing Committee	Emily teacher Ward member	Discuss Developmental matters of the GP	12	27	Nil
2	Finance Standing Committee	S.K Anandakrishnan-Vice president	Discuss Financial matters of the GP	23	39	Nil
3	Welfare Standing Committee	N.Muraleedharan-Ward member	Discuss Welfare matters of the GP	16	38	Nil
4	Health and Education	K.Anitha Ward member	Discuss Health and Education matters of the GP	19	24	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

SHOLAYUR GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Development Standing Committee	Pradeep	Discuss Developmental matters of the GP		No major activities	Nil
2	Health And Education	Member	Discuss Health and Education matters of the GP		No major activities	Nil
3	Welfare Standing Committee	Neetha	Discuss Welfare matters of the GP		No major activities	Nil
4	Finance Standing Committee	Vice president S.K Anandakrishnan	Discuss Financial matters of the GP		No major activities	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

AKATHETHARA GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Finance Standing Committee	K S Sureshkumar, Vice President	Discuss Financial matters of the GP	12	No major activities	Nil
2	Development Standing Committee	P. Lakshmi, Member	Discuss Developmental matters of the GP	12	No major activities	Nil
3	Welfare Standing Committee	K Jayakrishnan, Member ERs (4)	Discuss Welfare matters of the GP	4×5, 5×7	No major activities	Nil
4	Health & Education	P Parvathy, Member ERs (4)	Discuss Health and Education matters of the GP	4×4, 5×8	No major activities	Nil

Standing Committee in Panchayat (Give separately for District, Block and Village)

AGALI GRAM PANCHAYAT

Annex-10

S.No.	Name of the Standing Committee	Chairperson and membership as per Act/Rule	Role assigned as per Act/Rule	No. Of meetings held in 2012-13 in sample Panchayat	Activities undertaken in 2012-13 in Sample Panchayat	Any other information
1	Welfare Standing Committee	Lilly Mathew, Chairman Welfare Committee	Discuss Welfare matters of the GP	12	No major activities	Nil
2	Health & Education	Member	Discuss Health and Education matters of the GP	12	No major activities	Nil
3	Development Standing Committee	Member	Discuss Developmental matters of the GP	12	No major activities	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

KOLLAM DISTRICT PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1.	School Management Committee	President	Monitoring functions of school	Monitoring functions of school		President is the chairman of that committee	Nil
2.	Hospital Management Committee	President	Monitoring functions of hospital	Monitoring functions of hospital		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

CHAVARA BLOCK PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Hospital Management Committee	President	Monitoring hospital functions	Monitoring hospital functions		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

OCHIRA BLOCK PANCHAYAT

S. No.	Name of the parallel body	Chairpersons and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Hospital Management Committee	President	Monitoring hospital	Monitoring hospital		President is the chairman of that committee	Nil
2	Sustainable Income	President				President is the chairman of that committee	Nil
3	Generation for SHG	President	Generation monitoring functions of SHGs	Generation monitoring functions of SHGs		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

CHAVARA GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Hospital Management Committee	President	Monitoring functions of hospitals	Monitoring functions of hospitals		President is the chairman of that committee	Nil
2	School Management Committee	President	Monitoring functions of schools	Monitoring functions of schools		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

ALAPPAD GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Village Sanitation	Ward Member	Sanitation Monitoring	Sanitation Monitoring			Nil
2	SMC	President	School Management	School Management		President is the chairman of that committee	Nil
3	Hospital	President	Monitoring Hospital	Monitoring Hospital		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

NEENDAKARA GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	School Management Committee	President	Monitoring of school functions	Monitoring of school functions		President is the chairman of that committee	Nil
2	Hospital Management Committee	President	Monitoring and evaluation	Monitoring and evaluation		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

KULASEKHARAPURAM GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Village Sanitation Committee	President	Sanitation Monitoring	Sanitation Monitoring		President is the Chairman of that committee	Nil
2	Hospital Management	President	Monitoring And Evaluation	Monitoring And Evaluation		President is the Chairman of that committee	Nil
3	School Management	President	Monitoring School Functions And MDM	Monitoring School Functions And MDM		President is the Chairman of that committee	Nil
4	Power Committee	President	Monitoring And Evaluation	Monitoring And Evaluation		President is the Chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

PALAKKAD DISTRICT PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	NPRPD	President	Control & Supervision	Rehabilitation of disabled person		President is the chairman of that committee	Nil
2	Dist. Literacy Mission	President	Control & Supervision	Spread of literacy		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

ATTAPADI BLOCK PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Poverty Alleviation Unit	President	Monitoring Poverty Eradication Functions	Monitoring Poverty Eradication Functions		President is the chairman of that committee	Nil
2	Assistant Developmental Commissioner Office	President	Monitoring Development Functions	Monitoring Development Functions		President is the chairman of that committee	Nil
3	MGNREG Head Office	President	Monitoring MGNREG	Monitoring MGNREG		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

MALAMPUZHA BLOCK PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Sanitation Committee	President	Monitoring Sanitation Functions	Monitoring Sanitation Functions		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

AGALI GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	SSA Committee	President				President is the chairman of that committee	Nil
2	Health Committee	President	Monitoring hospitals PHCs	Monitoring hospitals PHCs		President is the chairman of that committee	Nil
3	Joint Forest Committee	President	Monitoring forest conservation functions	Monitoring forest conservation functions		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

PUTHUSSERY GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Hospital Management Committee	President	Monitoring functions of hospitals	Monitoring and evaluation		President is the chairman of that committee	Nil
2	Sanitation Committee	President	Monitoring and evaluating village sanitation functions	Monitoring and evaluation		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

SHOLAYUR GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Sanitation Committee	President	Monitoring village sanitation functions	Monitoring village sanitation functions		President is the chairman of that committee	Nil
2	Health Committee	President	Monitoring health functions of panchayat	Monitoring health functions of panchayat		President is the chairman of that committee	Nil

Parallel Body common to all levels

Annex-11

(Please provide separately for district, block and GP level)

AKATHETHARA GRAM PANCHAYAT

S. No.	Name of the parallel body	Chairperson and Members as per rules/circulars	Functions assigned as per rules	Actual functions performed in 2012-13 in sample Panchayat	Relationship with Panchayat		Any other comments
					As per State Guideline	In Panchayats Studied	
1	Jagratha samiti	GP President	Protect and empower	Protect and empower		President is the chairman of that committee	Nil