

CITIZEN CHARTER

PLANNING & STATISTICS DEPARTMENT

UNION TERRITORY
OF LAKSHADWEEP

INTRODUCTION

The Lakshadweep Planning & Statistics Department functions under the Lakshadweep Administration and its head office is located at Kavaratti. Director (Planning & Statistics) is the Head of the Department

Lakshadweep became a Union Territory in the year 1956 With the commencement of the Plan process in this U.T and the considerable financial assistance provided by the Govt. of India paved the way for the establishment of a Planning and Statistics section in the Secretariat with a few Statistical and ministerial staff during IV Five year Plan period.

On 29th June 2007 a separate Directorate of Planning & Statistics started functioning. The Department has two wings, one relating to Statistics and the other Planning. The Directorate is headed by a Director and Supported by Assistant Director (Economic Census) and the Office staff sanctioned earlier. The department is the cadre controlling authority of all statistical staffs in Lakshadweep. Directorate works in coordination with the Central Statistical Office (CSO), Ministry of Statistics & Programme Implementation (MoSPI), National Sample Survey Organization (NSSO) and other DESs of other state.

Economic Census Cell is also formed and attached with the Directorate on deputation basis till the completion of the 6th Economic Census in Lakshadweep. The Cell is headed by the Assistant Director (Economic Census) and assisted by the Statistical Assistants.

VISION

- Formulate Development Plan for the U. T. of Lakshadweep
- Ensure timely implementation of Plan Schemes
- Generate reliable and credible Statistics by collection and compilation of Statistical Data

MISSION

- By the implementation, monitoring and evaluation of Five Year Plans and Annual Plans of the U. T. of Lakshadweep with the support of various Departments under the Administration
- Preparation of Schematic Budget
- Conducting monthly review meeting of Departmental Heads/ Plan implementing Officers
- Monitoring the progress on physical and financial performance/achievements of Plan programmes
- Reviewing the progress of the Centrally Sponsored Schemes by coordinating CSS implementing Officers under the Administration
- Monitoring the inter-Ministerial issues
- Coordination of Statistical activities of various line Departments/Organization under the Lakshadweep Administration
- Scrutinizing and examining all statistical schemes relating to all other Departments/ Organizations of the State/UTs
- Auditing the statistics generated by line Ministries/Departments before it is released/disseminated and suggesting measures for improving the quality of data collected

MAJOR ACTIVITIES OF THE DEPARTMENT

The Department of Planning & Statistics is preparing and monitoring the Five Year Plan/ Annual Plan of the U.T. of Lakshadweep and also functioning as 'Nodal Agency' for the Statistical activities of the Government departments of the Administration. This Directorate is also responsible for providing the necessary database for formulation of programmes and policies of the U.T. The statistical data on various Socio-economic activities of the Union Territory administration are being collected, processed, analysed and published from time to time.

Coordination and monitoring with the Planning Commission and issues raised in IDA, NDC and review meetings conducted by the Ministry of Home Affairs (MHA). Monitoring the centrally sponsored Schemes of MoSPI, viz; Twenty Point Programme (TPP). Coordinating and implementing the schemes like UTLBC, DBT with the Banks. Conducting Monthly Plan Review meetings on expenditure and status of programme implementations of all departments including civil works.

Directorate is also functioning as a Nodal Agency for the conduct of National Programmes like Economic Census, Agriculture Census, Livestock Census, Industrial Census, Employment & Unemployment Survey, etc. Based on the directions of Ministry/CSO, preparing and publishing reports on National level important Schemes like Basic Statistics for Local Level Development (BSLLD), Report on Non Profit Institutions (NPI), etc.

SERVICE DELIVERY COMMITMENTS

Sl.No	Name of the service offered	Contact person to get the details of the service	To whom the application should be addressed	Documents to be submitted along with the application	Time frame within which the service will be delivered
1	Five Year Plan	Director (Planning & Statistics) Directorate of Planning & Statistics Secretariat Building Kavaratti Island	Director (Planning & Statistics) Directorate of Planning & Statistics Secretariat Building Kavaratti Island	NA	In due course
2	Schematic Budget				
3	Draft Annual Plan				
4	Basic Statistics				
5	Lakshadweep Key Indicator				
6	Report on Basic Statistics for Local Level Development				
7	Report on non Profit Institutions in Lakshadweep				

DETAILS OF P.I.O. & FIRST APPELLATE AUTHORITY FOR AVAILING INFORMATION UNDER R.T.I. ACT

Sl.No.	Name of the PIO/first appellate authority	Contact address including mail id and phone number
1	Appellate authority: Shri. Shamsheer Singh, Director (Plg & Stat) PIO: Shri. C.N Kuttiammed, Statistical Officer	Director (Planning & Statistics) Directorate of Planning & Statistics Secretariat Building Kavaratti Island Ph: 0489626 263068 (Dir), 262274 (Office), 262683 (Stat Division), 263299 (EC) Mail id: lak-adps@nic.in : soplgandstat@gmail.com

PUBLIC GRIEVANCE REDRESAL MECHANISM

Citizen can submit their grievances through Lakshadweep Grievance Management System (LGMS). In this system, Citizens can lodge their complaints through Helpline/Common Service Centre available in the Island/through Public Grievance cell located in the secretariat. Once a complaint is lodged, system will generate a unique 'complaint id' which can be used for tracking the status of the complaint. If the complaint is lodged through the Public Grievance cell, then the Public Grievance cell will forward the complaint to the concerned department for necessary action. The Public Grievance cell also issues the 'complaint id' to the citizen so that he can track the status of his complaint. Once, a decision is taken on the complaint, the department will update the status on the Public Grievance Management System. This will help the complainant as well as monitoring authorities to monitor the status of each and every complaint as well as the time taken by the departments to redress the grievance of the citizens. Statistical assistant(Planning & Statistics) has been appointed a nodal officer(LGMS), to regularly monitor status of citizen's complaint and time taken for redressing various grievances. Besides, the functioning of Public Grievance Management System is also regularly monitored by the Secretary(Planning & Statistics) to ensure timely redresal of the citizen's complaints.

CONTACT INFORMATION

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