

## **Annexure-XIV**

**Subject: - Minutes of Meeting held on 7.1.11 in respect of preparation of SSSP under ISSP Project.**

A meeting on the preparation of "State Strategic Statistical Plan (SSSP)" under "India Statistical Strengthening Project (ISSP)" was held on 7.1.11 at 2.30 p.m. with heads of all concerned departments under the chairmanship of Sh. Satish Chandra, IAS, Principal Secretary, Planning. Sh. Mohan Lal Sharma, Economic Adviser, Govt. of Punjab. Dr. Saroja Rama Rao, Consultant (Retd. Director, DES, Andhra Pradesh), Sh. Inderjit Singh, Deputy Director General (DDG), Central Statistical Organisation (CSO), GOI and Sh. R.K. Bhatnagar, DDG, National Sample Survey Organisation (NSSO), FOD, Regional Office, Chandigarh also participated in this meeting

The list of participants is at Annexure-1.

2. At the outset, Sh. Harvinder Singh, Joint Director, ESO, Punjab welcomed Sh. Satish Chandra, worthy Principal Secretary, Planning, Sh. Mohan Lal Sharma Economic Adviser, Govt. of Punjab, Sh. Inderjit Singh, DDG, CSO, GOI and Sh. R.K.Bhatnagar, DDG, NSSO, (FOD), GOI, Regional Office, Chandigarh and Dr. Saroja Rama Rao, Consultant, officers of concerned departments and other participants who attended the meeting.

3. While addressing the participants, Principal Secretary, Planning underlined the importance of ISSP Project in context of State Statistical system and directed the concerned department to make a comprehensive review of their existing statistical capacity and limitations and prepare a concrete plan for strengthening the existing statistical units/activities in their department. He told that this project provides an excellent opportunity for strengthening the statistical system of state. It was intimated that since the first draft of the SSSP is to be prepared by 31.1.2011, therefore, each department must submit its plan upto 15.1.12011 positively.

4. Thereafter, Economic Adviser, Punjab made a detailed power point presentation on the project explaining its objectives, guidelines and items to be covered under this project. Special emphasis was laid down on 20 Core Statistical Activities. Another

major point emphasized in the presentation was creation of Common Cadre for smooth functioning of statistical activities in State.

5. Economic Adviser explained that SSSP is expected to provide the state with a strategy for strengthening statistical capacity across the entire state. The preparation of SSSP provides the opportunity for all stakeholders to assess the changing data needs and prepare a prospective plan covering future targets for five to ten years.

6. He added that SSSP should have political support and commitment and be championed by high state level officials leadership. Keeping this in view the proposals of concerned departments should be approved by their respective Administrative Secretaries. The department which have already send their proposals should also send it through their concerned Secretary.

7. Some of the departments asked about the inclusion of manpower in the proposal. Economic Adviser Sh. Mohan Lal Sharma clarified that staff component is the responsibility of State govt. under this project. The departments can include their genuine staff requirements for statistical activities in the plan for which state will be requested to provide funds. It was further clarified that keeping in view the problem of acute shortage of statistical staff the non-statistical staff can also be imparted training in statistical work and thereafter they can be assigned the duty of statistical work.

8. Sh. Inderjit Singh, DDG,CSO,GOI explained that following items can be covered under the project:-

- i. Augmentation of infrastructure in terms of hardware, software and network facilities for data processing.
- ii. Setting up of Administrative infrastructure such as building facilities, IT specific structure etc.
- iii. Training of statistical personnel.
- iv. Minimum staff requirement for the State Governments for data collection, compilation, tabulation, processing and dissemination in addition to the existing strength.

The expenditure on the staff requirement will be met by the State Governments.

He further explained that new surveys with specific objectives can be planned under ISSP project. He also shared the experiences of other states who have prepared or are in process of preparation of SSSP.

9. Dr. Saroja Rama Rao, Consultant, explained in brief about how to prepare SSSP under ISSP project. She clarified that each department should supply 3-4 pages self explanatory covering note alongwith required information to be supplied in prescribed formats. She shared the experience of Andhra Pradesh where the whole of DES and line departments are integrated with modern information technology and other equipments. She informed that statistical staff is provided even below Taluka (Block) level. She emphasized the need for timely data supply for urgent decision making. She requested that concerned departments may please send their Annual Administrative Reports to the office of Economic Adviser, Govt. of Punjab immediately which would help in understand their activities. She also made special request to Principal Secretary planning for filling the vacant posts of statistical personnel to get optimum benefit of this project.

At the end Economic Adviser thanked all the participants. He urged all concerned departments to send the requisite information in stipulated time and participate whole heartedly in the project so that Punjab can get maximum benefits from this project. For any clarification departments may contact to Sh. Harvinder Singh, Joint Director (Mb. No. 9464291592) or Sh. Gurmeet Singh, Research Officer (Mb. No. 9855079363).

Meeting ended with vote of thanks to chair.

Sd/-  
(Mohan Lal Sharma)  
Economic Adviser to Govt. Punjab.

## Annexure-I

**List of participants in the meeting held on 7.1.11 in respect of preparation of SSSP under ISSP project**

<b>SN</b>	<b>Name, Designation &amp; Department</b>
	<b>Sarv Shri/Smt.</b>
1	Sh. Mohan Lal Sharma, Economic Adviser, Punjab
2	Sh. Inderjit Singh, DDG, CSO, GOI
3	Sh. R.K. Bhatnagar, DDG, NSSSO (FOD), GOI, Regional Office, Chd.
4	Dr. Saroja Rama Rao, Consultant
5	Sh. Harvinder Singh, JD, ESO, Punjab
6	Er. Balwant Singh, Dy. CE/Planning, Punjab State Power Corporation Ltd.
7	Ashok Kumar, Addl. Director, Local Govt. Department, Punjab
8	Harish Nayar, Addl. Labour Commissioner, Punjab
9	Mohinder Kanwal, Conservator of soil, Soil & Water Conservation Department, Punjab
10	M.L. Kaushal, Senior Town Planner, Country Town Planning Department, Punjab
11	Surjit Singh Pawar, JD (Stat), Agriculture Department, Punjab
12	P.K. Goyal, State Organiser (VI) Pb. Khadi & Village Industries Board
13	Satpal, DCFA, RCS.
14	Ajinder Singh, GM, Pb. S.C Land Dev. * Finance Corporation
15	H.S. Bhalla, GM, Punjab Roadways Transport Corporation
16	J.S. Mann, Dy. Director, Dairy Development Department, Punjab
17	Gurarminder Singh, Sr. Scientific officer, Pb. State Council for Science & Technology
18	Jatinder Kumar, Statistical Officer, Health & Family Welfare Department, Punjab
19	GPS Randhawa, GM, Project, Pb. State Agri. Marketing Board
20	Harsimarat Kaur, Excise & Taxation Department, Punjab
21	Dr. N.P. Thaman, Animal Husbandry Department, Punjab
22	Paramjit Singh, R.O. , Rural & Development Panchyats Department, Punjab
23	Jatinder Sareen, Distt. Employment Generation & Training Officer, Directorate of Employment Generation & Training Department, Punjab
24	Radhe Sham Hasija, DCFA, Social Security, Department, Punjab
25	Charanjit Singh, Supdtt., Food & Supplies Department, Punjab
26	Jasbir Singh, o/o State Transport Commissioner, Pb.
27	Rajnesh Chander, Dy. Director, Agriculture Department, Punjab
28	Adarsh K. Bhaskar, Information Technology Department, Punjab
29	Gian Singh, Field Officer, Horticulture Department, Punjab
30	Gurcharan Ram, Social security Department, Punjab

31	Amarpal Sahni, DGM (IT), Punjab Mandi Board
32	Ram Singh Dy. Director (Data), Industry & Commerce Department, Punjab
33	Surinder Singh, ISS, NSSO (FOD), GOI
34	Baljinder Singh Matharoo, ACFA, State Transport Punjab.
35	Deepak Kumar, Asstt. Statistician, Fisheries Department, Punjab.