

GOVERNMENT OF ANDHRA PRADESH

OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
ANDHRA PRADESH :: VIJAYAWADA

Cir. Memo. No: Grama Darshini /2018

Dated: 09 -08-2018

Sub:- TECHNICAL EDUCATION – GRAMA DARSHINI – Visiting villages, creating Awareness among citizens about Government Programs/Achievements, Planning for future – Instructions issued - Reg.

Ref:- U.O.Note No. 2048/1/Plg VII/2018, from Planning VII Department, dated 24.07.2018.

The attention of the Principals of Government, Aided, Private Polytechnics and 2nd Shift Polytechnics in existing Engineering Colleges in the state is drawn to the subject cited and they are informed that the Government vide ref cited, has issued guidelines regarding "Grama Darshini" programme being taken up from 16th July, 2018 till next round of Janmabhoomi (January, 2019).

In this connection, all the Principals of Government, Aided, Private Polytechnics and 2nd Shift Polytechnics in existing Engineering Colleges are instructed to abide the instructions of the District Collectors of the respective Districts and coordinate with the Mandal/Municipal teams for the effective implementation of the "Grama Darshini" programme.

Further, the Regional Joint Directors of Technical Education, Kakinada & Tirupathi are requested to monitor the performance of the Polytechnics in the respective regions with regard to the guidelines issued in the ref cited and send the compliance to this office.

Sd/-V.S.DUTT
for SPL. COMMISSIONER

To,
The Regional Joint Directors of Technical Education, Kakinada & Tirupathi.
The Principals of all Government, Aided, Private Polytechnics
& 2nd Shift Polytechnics in Engineering Colleges.

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P. Srinivasan
SUPERINTENDENT

PLANNING DEPARTMENT

Grama Darshini

Visiting villages, Creating Awareness among citizens about Government Programs/achievements, Planning for future

Indicative Guidelines

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1. Objective

The objective of Programme at Village/Ward level to identify critical issues of the people/areas and take expedient steps to solve these issues and gaps.

2. Background

- i. Government is committed to ensure welfare and happiness of its people, development of its villages and towns/cities.
- ii. Prime objective being, to ensure higher economic growth for creating jobs and opportunities and fruits of development reach the last person and last mile.
- iii. On completion of 1500 days in office by 15th July, it is time to review the achievements made during last 4 years, plan for future through a bottoms-up process of Panchayat/Ward level planning towards realisation of state level **Vision-2029** of becoming
 - o One among the best 3 states by 2022
 - o The best State in the country by 2029 and
 - o To become a global destination by 2050

3. Time for development appraisal and move forward

- i. Last 4-year period has been challenging. In spite of adversities, remarkable progress has been achieved in various fields some of which got commendation at National and International levels.
- ii. But for the astute leadership in the state during these critical times together with coordinated and committed

effort by administration, this level of development would not have been possible.

- iii. While saturation is achieved in some areas, certain concerns continue to draw attention. -
- iv. There is every need to make sure that the common man is sensitized about the noteworthy progress made during last 4 years *and opportunity be given to represent his/her grievance to the administration and get it addressed.*
- v. Government functionaries as catalysts of development and welfare, have a leading role to play in explaining to the common man about impressive progress made and to assess the implementation hurdles that may exist, resulting in difficulties in achieving optimum outcomes.

4. Grama Darshini - Visits by government functionaries

- i. Making citizens, stakeholders of the development, to be aware of planning and monitoring process, government has decided to launch 'Grama Darshini' programme on 16th July 2018.
- ii. It is a time bound, people-centred awareness creation initiative wherein government functionaries as a team will visit GPs/Wards of the state.
- iii. The programme will continue till next round of Janmabhoomi (January 2019).
- iv. It will be a platform for people of the State for spelling out their achievements and be part of action plan for future.
 - The focus of visits will be
 - sorting out implementation issues,
 - redress the grievances, and
- v. preparation of Village/ Ward Development Plan (VDP/WDP), which will lead to 5-year Vision plan.
- vi. Kutumba Vikasam, Samaja Vikasam, Sustainable Development Goals (including 21 priorities to be addressed through Sadhikara Mitras) and Priorities identified for next **six months** will be the core agenda.

5. Operational Guidelines:

a. Programme details:

- i. Under the Gram Darshini programme, the teams will visit the GPs/Wards from 16th July to 15th December 2018 as per the schedule finalized by the District Collector.
- ii. From 16th December to 31st December, strategy for next round of Janmabhoomi will be taken up based on the experiences.
- iii. Mandal/Municipal teams are to be constituted by the District Collectors.
- iv. The District Collectors shall prepare the schedule for coverage for the teams and communicate them in advance to the Government.
- v. **The programme will be held for two days in a week, i.e., on every Thursday and Friday during the 6-month period.**

b. Mandal/Municipal Team Composition

1. Mandal Team:

The Mandal team comprises of Nodal Officer, Tahsildar, MPDO, Agriculture Officer, Horticulture Officer, APM(DRDA), CDPO/Supervisor (ICDS), Medical Officer, Veterinary Assistant Surgeon, AE, PR/RWS/Housing/Irrigation/Electricity, MEO, and such other officers relevant for the sustainable development of village, as decided by District Collector.

2. ULB Team:

The Municipal Commissioners in consultation with the District Collector shall constitute the ULB team. The team comprises of Municipal Commissioner, Town Planning Officer, Municipal Engineer, Representative from MEPMA and other departmental officers, as decided by Municipal Commissioner/District Collector.

c. Key activities to be undertaken by the teams:

1. During the programme period, the Mandal/Municipal Teams along with the government functionaries shall:

- i. Visit 2 GPs/Wards in a Mandal/Municipality in a week.
- ii. All village/Ward level functionaries to attend the programme, duly ensuring the presence of Sadhikara Mithras.
- iii. Explain the achievements made during the last 4 years to the citizens in the GP/Ward and verify beneficiary lists.
- iv. Present grievance redressal, satisfaction levels etc.
- v. The Mandal/Municipal level officer should visit each village/ward. In the forenoon, will have a meeting with stakeholders of the concerned department and explain to them all the programmes of the department being implemented in the village and cumulative achievements during last 4 years and obtain their feedback.

Thereafter, the team should discuss the outcomes with stakeholders and identify gaps in implementation and suggest measures to bridge the gaps so as to ensure proper implementation of all programmes with all stakeholders.

- vi. In the afternoon, all departmental officers meet at designated place in the village/ward and clearly bring out issues which can be resolved during next 6 months and also get inputs from stakeholders to prepare VDP and also the Vision document pertaining to their department for next 5 years. (Year wise plan shall be prepared)
- vii. The whole concept of programme is to ensure that all programmes are implemented effectively at grassroots level highlighting best and innovative practices implemented in that village.

- viii. Such best practices identified in the village/ward need to be documented so that they can form a better template to all stakeholders for replicating them.
- ix. Best practices being adopted in different villages shall be uniformly communicated to all villages in the mandal. Such documentation of best practices will be useful in the Vision document preparation.
- x. Elicit the general satisfaction of the beneficiary population in the GP/Ward, compare it with the satisfaction level provided by the RTG and find out the reasons for lower satisfaction among public, despite receiving the benefits under govt. schemes.
- xi. Redress Non-financial category grievances immediately. Financial category also to be redressed as per gravity of need, eligibility and urgency.
- xii. Identification and fulfilment of unresolved concerns including grievances/critical gaps in the GP/Ward pertaining to the citizens/community during the period of the programme lays foundation for future plan.
- xiii. Addressing these missing gaps through involvement of village level functionaries will be an important outcome of the teams visiting the GPs/ Wards.
- xiv. Prepare Village/Ward Development Plan leading to preparation of Mandal/District/State 5 year Vision document through bottoms-up Planning.
- xv. In addition to local needs, 15 Securities of Kutumba Vikasam and 10 assurances of Samaja Vikasam, Priorities identified for next six months, 10 star ratings, Sustainable Development Goals (including 21 priorities to be addressed through Sadhikara Mitras) will form the key frame for the assessment and for Vision document preparation.

6. Roles and responsibilities of departments

- i. Every department shall list out important achievements made during last 4 years and communicate to the Districts

- along with the State level achievement. The District Collectors to prepare similar statements for their districts.
- ii. The District Collectors shall prepare cumulative achievements of programme wise of each department for every village/ward for the last four years.
 - iii. It requires complete involvement of government functionaries at all levels to make the programme successful for ensuring improved public service delivery and citizen satisfaction.
 - iv. All Secretaries, HoDs, AIS officers at all levels, District Collectors, District level heads of respective line departments should actively participate in the programme and should visit villages/ Mpl wards in all the 13 districts during the next 6 months till Janmabhoomi to supervise and monitor the Gram Darshini programme.
 - v. All Secretaries and HODs will conduct District Level review meetings and guide for effective implementation of their departmental programmes to yield improved levels of people's satisfaction.
 - vi. During the visits, the line departments shall interact with respective beneficiaries/stakeholders (say farmers, housing, livestock, health etc) and redress the issues.
 - vii. While enquiring them about the best practices being adopted locally for improved performance, they should also advise stakeholders to adopt best and innovative practices being followed elsewhere.
 - viii. The Secretaries and HoDs during their visits to GPs/Wards would discuss implementation issues and sort out the problems.
 - ix. They need to communicate a format in advance to the District Collectors, which should explicitly outline the requirements and facilitate monitoring from the State HQs and there by resolve issues to the satisfaction of citizens.
 - x. The Education department will involve the student community to become part of this development process

and encourage their participation by organising debates and essay writing competitions and award prizes to the winners.

- xi. For accomplishing the identified priorities, respective line departments shall fund tie-up funds in a convergent manner and by phasing the priorities.
- xii. The District Collectors can use the additional funds provided to each district.
- xiii. This process of creating awareness, prioritisation and fund tie up should be completed at the earliest.

7. Dissemination, Celebrations, Monitoring and Publicity:

- i. During the programme period of six months, the Mandal/ Mpl level team should disseminate the achievements to the citizens through village level meetings, wall writing, Kalajathas, cultural programmes etc.
- ii. Wall Writings: PR & RD, MA &UD, WD & CW, Swach Andhra Corporation, SERP/MEPMA, Housing, all Welfare Departments and others shall ensure wall writings of their departmental information in every GP/Ward.
- iii. Respective line departments should provide data/information, review their respective components with reference to current status, gaps, prioritisation, funding and implementation issues.
- iv. The departments should also provide the monthly progress inputs on monthly status and change over a period of time.
- v. It is also proposed to celebrate special international UN days and national days in the villages and wards to create awareness about issues of general relevance. (List as per annexure)
- vi. The Sports and Youth Advancement department should organise Village/ Mandal / District and state level sports events in identified disciplines during the period

- vii. Tourism and Culture department should organise Mandal/ District and State level cultural events in identified disciplines during the period

8. Real Time Governance Center to:

- i. Provide district-wise/Village-wise satisfaction levels to all the districts and establish a robust IT infrastructure for capturing, storing and analyzing the performance information received.
- ii. Facilitate data capturing and recording of field visits of officers.
- iii. Lay down a visit plan architecture enabling officers to identify and visit the Villages/ Mpl Wards not yet visited by other officers.
- iv. *The I&PR department to take care of the extensive publicity at all levels including kalajathas.*

9. Preparation of District Development Plan:

- Each District Collector should focus on preparation of district level vision documents in alignment with village level requirements and state level priorities.

Important Days from July to December

Sl. No	Date/ Days	Importance
1	August 15 th	Independence Day
2	August 29 th	National Sports Day
3	September 1 st to 7 th	National Nutrition Week
4	September 5 th	Teachers Day
5	September 8 th	International Literacy Day
6	October 1 st	International Day of Older Persons
7	October 11 th	International Day of the Girl Child
8	October 16 th	World Food Day
9	November 4 th	Karthika Vanasamaradhana
10	December 23 rd	National Farmers' Day

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