

श्रेणी : II
SERIES : II

Daman 24th July, 2015 2 Sravana 1937 (Saka)

सं. : 29
No.

सरकारी राजपत्र OFFICIAL GAZETTE



सत्यमेव जयते
भारत सरकार
Government of India

संघ प्रदेश दमण एवं दीव प्रशासन

U.T. ADMINISTRATION OF DAMAN & DIU

प्राधिकरण द्वारा प्रकाशित
PUBLISHED BY AUTHORITY

No. 30-3-2012/MAG/15-16/1106
Admn. of Daman and Diu,
Office of the Collector &
District Magistrate,
DIU.

Dated : 09/07/2015.

READ : 1) Letter No. CJSJ-CJM/DIU/486/2015 dated 30/06/2015

NOTIFICATION

In exercise of the Powers conferred by sub-section (3) of Section 25 of Code of Criminal Procedure, 1973 (2) of 1974, the undersigned i.e. District Magistrate, Diu hereby appoints Shri Rashiklal Mandan Solanki Advocate as Assistant Public Prosecutor for the following regular/Summary Criminal Case pending before the Hon'ble Civil Judge (S.D.) & C.J.M., Diu.

Sr. No.	Case No.	U/s	Case Registered against	Next Date of hearing
01.	SCC No. 26/2015	U/s 3 & 4 of GDGPP Act, 1976	Shri Shankar Chunilal Chauhan & 4 others	17/07/2015

Shri Rashiklal Mandan Solanki Advocate, Diu will be paid fees as per the guidelines/instructions issued by the Govt. of India/U.T. Administration of Daman and Diu from time to time.

Sd/-
(VIKRAM SINGH MALIK) IAS

SERIES II No. : 29
DATED : 24 TH JULY, 2015

DISTRICT MAGISTRATE, DIU.

No. 30-3-2012/MAG/15-16/1131
Admn. of Daman and Diu,
Office of the Collector &
District Magistrate,
DIU.

Dated : 10/07/2015.

READ : 1) Letter No. CJSJ-CJM/DIU/510/2015 dated 04/07/2015

NOTIFICATION

In exercise of the Powers conferred by sub-section (3) of Section 25 of Code of Criminal Procedure, 1973 (2) of 1974, the undersigned i.e. District Magistrate, Diu hereby appoints Shri Nitin A. Baria, Advocate as Assistant Public Prosecutor for the following Juvenile Case pending before the Hon'ble Civil Judge (S.D.) & C.J.M., Diu.

Sr. No.	Case No.	U/s	Case Registered against	Next Date of hearing
01.	Juvenile Case 01/2015	323, 325, 504, 506, r/w. 34 of IPC	Shri Kum. Payalben Hindra Solanki, R/o Saranagar, Ghoghla.	10/07/2015

Shri Nitin A. Baria, Advocate, Diu will be paid fees as per the guidelines/instructions issued by the Govt. of India/U.T. Administration of Daman and Diu from time to time.

Sd/-
(VIKRAM SINGH MALIK) IAS
DISTRICT MAGISTRATE, DIU.

SERIES II No. : 29
DATED : 24 TH JULY, 2015

**U. T. Administration of Daman & Diu,
Office of the Dy. Superintendent of Police,
Police Head Quarter, Dunetha,
Daman – 396 210**

No. Dy. S.P. (HQ)/Estt./Order/2015/569

Date : 13/07/2015.

ORDER

On the basis of the birth records of Shri Ashokkumar Maganlal Patel, Police Head Constable, Bkl. No. 221, of the Police Department, it is hereby ordered that the name of Ashokkumar Maganlal Patel in his Government records be read as **Shri Ashok Magan** being his actual name as per birth certificate instead of Shri Ashokkumar Maganlal Patel being presently officiating.

This is issued with approval of the Hon'ble Inspector General of Police, DD & DNH, Daman vide diary No. 354, dated 06/07/2015.

Sd/-
Addl. Superintendent of Police (HQ),
Police Head Quarter,
Daman

No. 30-3-2012/MAG/15-16/1162
Admn. of Daman and Diu,
Office of the Collector &
District Magistrate,
DIU.

Dated : 14/07/2015.

READ : 1) Letter No. CJSJ-DJM/DIU/503/2015 dated 02/07/2015

NOTIFICATION

In exercise of the Powers conferred by sub-section (3) of Section 25 of Code of Criminal Procedure, 1973 (2) of 1974, the undersigned i.e. District Magistrate, Diu hereby appoints Shri Nitin A. Baria, Advocate as Assistant Public Prosecutor for the following regular/ Criminal Case pending before the Hon'ble Civil Judge (S.D.) & C.J.M., Diu.

Sr. No.	Case No.	U/s	Case Registered against	Next Date of hearing
03	Regular Criminal Case No. 17/2015	323 325, 504, 506 r/w. 34 of IPC,	Hitendra Bhikha Solanki & Ors. R/o Saranagar, Ghoghla.	22/07/2015

Shri Nitin A. Baria, Advocate, Diu will be paid fees as per the guidelines/instructions issued by the Govt. of India/U.T. Administration of Daman and Diu from time to time.

Sd/-
(VIKRAM SINGH MALIK) IAS
DISTRICT MAGISTRATE, DIU.

No. 30-3-2012/MAG/15-16/1163
Admn. of Daman and Diu,
Office of the Collector &
District Magistrate,
DIU.

Dated : 14/07/2015.

READ : 1) Letter No. CJSJ-CJM/DIU/503/2015 dated 02/07/2015

NOTIFICATION

In exercise of the Powers conferred by sub-section (3) of Section 25 of Code of Criminal Procedure, 1973 (2) of 1974, the undersigned i.e. District Magistrate, Diu hereby appoints Shri Rasiklal Mandan Solanki Advocate as Assistant Public Prosecutor for the following regular/Summary Criminal Case pending before the Hon'ble Civil Judge (S.D.) & C.J.M., Diu.

Sr. No.	Case No.	U/s	Case Registered against	Next Date of hearing
01	Summary Criminal Case No. 27/2015	U/s 279 & 338 of IPC Sec. 184 & 134 (a) (b) of M.V. Act.	Shantilal Shamat Solanki R/o Bingrol, Una (Gujarat)	22/07/2015
02	Regular Criminal Case No. 16/2015	341, 504 323, 353 r/w. 34 of IPC,	Bharat Kana Solanki & Ors. R/o Bucharwada, Diu	24/07/2015

Shri Rasiklal Mandan Solanki, Advocate, Diu will be paid fees as per the guidelines/instructions issued by the Govt. of India/U.T. Administration of Daman and Diu from time to time.

Sd/-
(VIKRAM SINGH MALIK) IAS
DISTRICT MAGISTRATE, DIU.

No. 30-3-2012/MAG/15-16/1221
Admn. of Daman and Diu,
Office of the Collector &
District Magistrate,
DIU.

Dated : 16/07/2015.

READ : 1) Letter No. CJSJ-CJM/DIU/523/2015 dated 09/07/2015

NOTIFICATION

In exercise of the Powers conferred by sub-section (3) of Section 25 of Code of Criminal Procedure, 1973 (2) of 1974, the undersigned i.e. District Magistrate, Diu hereby appoints Shri Nitin A. Baria, Advocate as Assistant Public Prosecutor for the following Summary Criminal Case pending before the Hon'ble Civil Judge (S.D.) & C.J.M., Diu.

Sr. No.	Case No.	U/s	Case Registered against	Next Date of hearing
01	Summary Criminal Case No. 29/2015	3 & 4 of G,D & D.P.G. Act	Kalpesh Chandubhai Kavar & Ors. R/o. Una (G.S)	22/07/2015

Shri Nitin A. Baria, Advocate, Diu will be paid fees as per the guidelines/instructions issued by the Govt. of India/U.T. Administration of Daman and Diu from time to time.

Sd/-
(VIKRAM SINGH MALIK) IAS
DISTRICT MAGISTRATE, DIU.

**U. T. Administration of Daman & Diu,
Department of Agriculture,
Zonal Agriculture Office,
Moti Daman**

No. ZAO/DMN/RKVY/Part-II/2014-15/02/50

Dated : 17/07/2015.

NOTIFICATION

The Administrator of Daman & Diu and DNH, Daman is pleased to notify the following two schemes for the development of Agriculture and uplifting of the economic condition of the farmers of Daman & Diu as approved by the Planning Commission vide letter No. 13048/31(DN)/2013-SP-UT dated 19/09/2014.

The Schemes will be implemented through Agriculture Department, Daman & Diu, The salient features of the Schemes is given as under for the general information of the public for availing the benefit of the Scheme. (i) Bee Keeping (ii) Daman & Diu Krushi Vikas Yojana.

I Bee Keeping :-

In order to maximize the Agricultural production, honey bee can be used as an important input. 25 Nos. of farmers/beneficiaries will be provided 100 colonies with hive including equipments like honey extractor, food grade container etc to SC/ST, small and marginal farmers.

Sr. No.	Details	Maximum permissible cost	Pattern of Assistant	Area	Amount
1.	Honey bee colony	Rs. 1400/- per colony of 4 frame	50% of cost limited to 50 colonies/ beneficiary	100 colonies @ 4 colonies/ beneficiary	00.70 Lakhs
2.	Hives	Rs. 1600/- per hive	50% of cost limited to 50 colonies/ beneficiary	100 Hives	00.80 Lakhs
3.	Equipment including honey extractor (4 grade), food grade container (30 Kg.), net etc.	Rs. 14,000/- per set	50% of cost limited to one set per beneficiary	25 sets	3.50 Lakhs
	Total for bee-Keeping				05.00 Lakhs

Total No. of beneficiaries being 25 an amount of 05.00 Lakh is proposed under this component.

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Human Resource Development (HRD) :-**A. Training of Farmers -**

Training plays an important role in success of the implementation of the scheme to achieve the desired objective. It is proposed to provide impart 05 (per Training 25 Farmers) Training Programme within the district & 01 training Outside the State to SC/ST, small and marginal farmers to apprise them of the technical know how and economic benefit of apiculture.

- A.** No. of training programme : within the district : 05
 No. of participant farmers per programme : 25
 Duration per programme : 2 days
 Hire of Bus/Transporting Charges : 15,000/-

Total Expenditure : Expenditure per programme X 5 = 25x400x2 days = 20,000/- per training

20,000/- per training x 5 training = 1,00,000/-
 + hire transporting charges x 5 = 5 training x 15,000 = 75,000/-

Sr. No.	Details	Maximum permissible cost	Pattern of Assistant	Training Programme	Amount
1.	Within the District	Rs. 400/- per farmer excluding transport colony of 4 frame	100 % of the cost	05	1.75 Lakhs

Total financial requirement for conducting 5 training programme : 1,75,000/-

- B.** No. of training programme : 01 (Outside the state to Saputara of Gujarat State for exposure visit)
 No. of participant/farmers per programme : 25
 Duration per programme : 2 days
 Hire of Bus/Transporting Charges : 25,000/-

Total Expenditure : Expenditure per programme X 1 = 25x1000x2 days = 50,000/- per training

+ hire transporting charges x 1 = 25,000

Sr. No.	Details	Maximum permissible cost	Pattern of Assistant	Training Programme	Amount
1.	Outside the State	Rs. 1000/- per farmer excluding transport	100 % of the cost	01	0.75 Lakhs

Total Expenses for conducting 1 training programme : 75,000/-

Contd./---

(II) Daman & Diu Krishi Vikas Yojana :-

4.1 Objective :

- To ensure better agricultural plan of the U.T.
- To achieve the goal of reducing the yield gaps in important crops, through focused interventions.
- To maximize returns to the farmers in Agriculture and allied sectors.
- To bring about quantifiable changes in the production and productivity of various components of Agriculture sector by addressing them in a holistic manner.

4.2 Salient Features :

To ensure all round development and economic viability of Agriculture by providing necessary support, encouragement and incentive to the Farmers.

4.3 Eligibility :

It will cover all the categories of the farmers in accordance with Govt. guidelines and policies.

4.4 Pattern of Assistance :

100% funding from the UT Administration of Daman and Diu. The total amount of subsidies should not exceed 1.00 Lakh per year/per beneficiary for all Components.

4.5 Components of the Scheme :

* **Integrated development of Banana crop :**

Training and High yielding tissue culture plants/suckers of Banana crop which are released by the Universities/Research institute will be provide to the farmers on 50 % subsidy basis.

* **Integrated development of Mushroom Cultivation unit :**

Mushroom Cultivation Unit : Training and Back-ended subsidy @ 50 %

* **Agriculture mechanization :**

Assistance will be provided for farm mechanization. Efforts will be made for improved implements i.e. Land Leveller, Rotavator, plough, Cultivator and Agriculture Machinery i.e. Rotary Tiller, Chain Saw, Earth Orgar, Paddy Harvesting cutter/Grass/weeding cutter, Branch Cutter and Plant Protection Equipments i.e. Big Sprayers, Battery Sprayers, to the farmers on 50% subsidy basis.

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* **Activities related to enhancement of soil health :**

This would include efficient quality control of inputs for enhancing soil health. 100% Assistance will be provided to the farmers for distributing soil health cards; micro nutrient demonstration; training of farmers for promotion of organic farming printing of publicity/utility literature.

* **Activities relating to enhancement of horticultural production and popularization of micro irrigation system :**

Water is one of the most critical inputs for agriculture, which consumes more than 80% of the water resources of the country. Availability of adequate quality & quantity of water is key factor for achieving higher productive levels on 50% subsidy basis.

* **Assistance for fencing & Tarpolin (Innovative scheme) :**

- (1) Different type of fencing such as Barbed/G.I. Wire fencing, G.I. or Synthetic chain link or wire mesh fencing will be provided with 50% subsidy.
- (2) Supply of Tadpatri (Tarpolin) with 50% limited to Rs. 2000/- per Beneficiaries (Farmer)

Sd/-
Dy. Secretary (Agriculture),
Daman & Diu,
Daman.

**U. T. Administration of Daman & Diu
Revenue Department
Office of the Collector,
Daman**

NOTIFICATION

No. COL/DMN/POLICY/GOVT. LND/LEASE/126/2049 Date : 22/07/2015

Whereas, the Administrator of Daman & Diu intends to amend the Goa, Daman & Diu Land Revenue (Disposal of Government Lands) Rules 1971, in exercise of the powers conferred upon him under Sub-Section (2) of Section 199 of the Goa, Daman & Diu Land Revenue Code, 1968 (9 of 1969) as applicable in the Union Territory of Daman and Diu.

Whereas, Sub-Section (3) of Section 199 of the Goa, Daman & Diu Land Revenue Code 1968 provides that all rules made under the code shall be subject to the condition of previous publication.

Therefore the public in general is hereby called upon to file suggestions/objections, if any, within 30 days of publication of draft rules in official gazette, in connection with the proposed amendment in the Goa, Daman & Diu Land Revenue (Disposal of Government Lands) Rules 1971 as under :-

1. **Short Title :-** (i) These rules may be called the Goa, Daman & Diu Land Revenue (Disposal of Government Lands) Amendment Rulse, 2015.

(ii) These rules shall come into force from the date of its publication in Official Gazette.

2. **Amendments of Rule-34 :-** The existing rule 34 of the Goa, Daman & Diu Land Revenue (Disposal of Government Lands) Rules 1971, shall be replaced by following Rule.

34. Permanent leases for non-agricultural purposes and renewal thereof –

(1) Notwithstanding anything contained in the foregoing rules, unoccupied land may be disposed of by the Collector with the sanction of the Government in leasedhold rights under section 26 for any non-agricultural purpose for such period not exceeding 33 years on such rent and on such other terms and conditions including condition regarding renewal as may be annexed to the lease.

(2) Renewal in case of permanent lease shall not exceed further period of 33 years.

3. **Insertion of new rules :-** After Rule 34 of the Goa, Daman & Diu Land Revenue (Disposal of Government Lands) Rules 1971, the following rule 34 'A' shall be added.

34 'A' Determination of Lease Rent :- (1) Notwithstanding anything contained in the Goa, Daman & Diu Land Revenue (Disposal of Government Lands) Rules 1971, the Colollector with the sanction of Government, determine the annual lease rent for the land granted on leasehold rights as under :-

- (i) The Annual Lease Rent in respect of the Government land leased out to Aided Schools, Hospitals, Charitable Trusts and Organizations dealing specially with the Social Welfare Schemes shall be fixed at the rate of 1% of the market value of the land.
 - (ii) In all other cases i.e. cases not covered under Sub-rule (1) (i) above, the annual lease rent shall be fixed at the rate of 5% of the market value of the land for the initial period of 5 years.
 - (iii) There shall be an increase of lease rent at the rate of 10% after every 5 years in all cases as mentioned in sub rule (i) & (ii).
- (2) Notwithstanding anything contained in the Sub-Rule (1) above, the Collector with the sanction of Government, may fix the annual rent at lower rate in case of land leased out to Government Company Registered Under Companies Act, 2013 (18 of 2013) having its Registered Office in Daman or Diu.
 - (3) The market value of the leasehold rights of the land shall be calculated by the Collector on basis of prevailing Circle Rate fixed by the Government and taking into consideration any other factor, as may be considered necessary by the Collector.
 - (4) The lessee shall not sub-lease the leased land, except with the permission of the Government.

Provided that the Government may grant permission to sub-lease the land, subject to additional annual lease rent at the rate of 10% of market value of the such land to be sub-leased.
- (5) The provision of sub-rule (1) to (4) above shall also be applicable in case of renewal of lease.
 - (6) The delayed payment of lease rental shall attract general interest at rate as specified in the lease grant/renewal order. The persistent default shall lead to cancellation of lease deed.

By order and in the name of the
Administrator of Daman & Diu

Sd/-
(R. C. Meena)
Dy. Secretary (Rev)

SERIES II No. : 29
DATED : 24 TH JULY, 2015

**OFFICER OF THE COLLECTOR AND
NOTARY SERVICE, DAMAN**

NOTICE

Whereas Lipika Viral Joshi, Advocate, R/o. T-1, Tirupati Apartment, Sai Kripa Society-II, Nr. Mashal Chowk, Nani Daman has made application for appointment as Notary to practice in Daman District at her office situated at T-1, Tirupati Apartment, Sai Kripa Society-II Nr. Mashal Chowk, Nani Daman Taluka of Daman, District Daman. Notice is hereby given under Rule 6 (2)(b) of the Notaries Rules, 1956 inviting objection, if any to the appointment of the said applicant as Notary. Objection if any should be submitted to the undersigned within fourteen days of the publication of this notice in the Official Gazette.

Sd/-
(Mitali Namchoom)
Collector, Daman and
Competent Authority
For Daman District

No. COL/DMN/MAG/Notary-30/2015-16/2097

Dated : 23/07/2015.

No. MAM/EST/RR/2015/5393
Office of the Mamlatdar,
Collectorate, Dholar,
Moti Daman – 396 220.

Dated : 24/07/2015.

NOTIFICATION

In exercise of the power conferred by the provision to Article 309 of the Constitution, read with the Department of Personal & Training O.M. No. AB.14017/61/2008-Estt (RR) dated 24th March, 2009, the Administrator of Daman and Diu is pleased to makes the following Rules relating to recruitment to General Central Service, Group "C" (Non Gazetted, Non-Ministerial) post in the office of the Mamlatdar, Daman & Diu in the Administration of Daman & Diu namely :-

1. SHORT TITLE, APPLICATION AND COMMENCEMENT :

- (i) These rules may be called the Administration of Daman & Diu, Ministerial Services Recruitment Rules, 2015.
- (ii) They shall apply to the posts specified in column – 1 of the schedule to these Rules.
- (iii) These rules will come into effect from the date of publication of this Notification in the Official Gazette and will related to appointment to the various posts made on or after this date.

2. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY :

The number of post, classification of the said posts and scales of pay attached thereto shall be as specified in Column 2 to 4 of the Schedule to these rules: Provided that, the Administrator of Daman & Diu may vary the number of posts in Column 2 of the said Scheduled from time to time subject to exigencies of work.

3. METHOD OF RECRUITMENT, AGE LIMIT, QUALIFICATION ETC :

The method of recruitment to the said post, age limit, qualification and other matters concerned therewith shall be as specified in Columns 5 to 13 of the aforesaid Schedule.

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4. **DISQUALIFICATION :**

No Person (a) who has entered into or contracted a marriage with a person having a spouse living, or (b) who, having a spouse living, has entered into or contracted a marriage with any person shall be eligible for appointment to the service provided that, the Administrator of Daman & Diu, may, if satisfied that the such marriage is permissible under the personnel law applicable to such person and other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. **POWER TO RELAX :**

Where the Administrator of Daman & Diu is of the opinion that, it is necessary or expedient so to do, it may, by order, and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. **SAVING :**

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes and Scheduled Tribes, and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

By Order and in the name of the
Administrator of Daman & Diu.

Sd/-
(**Kishore Bamanian**)
Joint Secretary (Pers.)

SERIES - II NO. 29
DATED : 24 TH JULY, 2015.

RECRUITMENT RULES FOR THE POST OF CIRCLE INSPECTOR IN THE REVENUE DEPARTMENT, DAMAN & DIU

SCHEDULE

Name of Post	Number of Post	Classification	Pay Band and Grade Pay / Pay Scale	Whether Selection post or Non-selection post	Age Limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7
Circle Inspector	*01 (2014) * subject to variation dependent on work load.	General Central Service, Group "C" (Non-Gazetted, Non-Ministerial)	Pay Band -- 1 ₹ 5200-20200 + GP ₹ 2400/-	Non Selection	Not Applicable	Not Applicable

Whether age and Educational Qualifications prescribed for direct recruits will apply in the case of promotes	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/Deputation / absorption grades from which promotion/ deputation/ absorption is to be made	If a Department Promotion Committee Exists what is the composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment
8	9	10	11	12	13
Not Applicable	Not Applicable	100 % by promotion	Talati with 8 years regular service in the grade rendered after appointment thereto on regular basis.	Group "C" D.P.C.	Not Applicable

Sd/-
(Kishore Bamania)
Joint Secretary (Personnel)

SERIES II No. : 29
DATED : 24 TH JULY, 2015

No. DPS/305(4)/2015-16/478
Administration of Daman & Diu (U.T.)
Department of Planning & Statistics,
Secretariat, Moti Daman – 396 220.

Dated : 24-07-2015

NOTIFICATION

In pursuance of the Government of India, Ministry of Home Affairs letter No. F. No. 9/35/2015-CRD(NPR) dated 25th June 2015, the Administrator, UTs of Daman & Diu and Dadra & Nagar Haveli hereby decides to prepare and updated the population Register and to conduct the field work for house to house enumeration in UT of Daman & Diu for collection of information relating to all persons who are usually residing within the jurisdiction of District Registrars with effect from the 31st July to 30th August 2015.

By order and in the name of the
Administration of Daman & Diu
and Dadra & Nagar Haveli

Sd/-
(**Dr. S. D. Bhardwaj**)
Dy. Secretary (Planning)

No. DPS/305(4)/2015-16/479
Administration of Daman & Diu (U.T.)
Department of Planning & Statistics,
Secretariat, Moti Daman – 396 220.

Dated : 24-07-2015

NOTIFICATION

In pursuance of the Government of India, Ministry of Home Affairs letter No. F. No. 9/35/2015-CRD(NPR) dated 25th June 2015 and under rules 5, 16 & 18 of the Citizenship Act, 1955 and Citizenship (Registration of the Citizens and issue of National Identity Cards) Rule 2003, the Administrator, U.Ts of Daman & Diu and Dadra Nagar Haveli here by pleased to designate the following Officers as **State Coordinator, District Registrars, Sub-District Registrars, Charge Officers** for updating the Population Register and to conduct the field work for house to house enumeration in UT of Daman & Diu for collection of information relating to all persons who are usually residing within the jurisdiction of District Registrars.

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Sr. No.	Designation in U.T. Administration	Designation for performing the NPR activities
1.	Secretary (Plg.), Daman and Diu & DNH	State Coordinator for both UTs.
2.	Collector, Daman/Diu	District Registrar in their respective District
3.	Dy. Collector (H.Q.), Daman/Diu	Sub-District Registrar in their respective district
4.	Mamlatdar, Daman/Diu	Charge Officer for Rural Areas of respective district
5.	Chief Officer, Municipal Councils, Daman/Diu	Charge Officers for Urban Areas of respective district

The Role and Responsibilities of above Officers are as under:

A. STATE COORDINATOR

- 1) Notification in the State Gazette for seeding of Aadhaar number in NPR and also updation of NPR.
- 2) Ensuring appointment of various level of functionaries within the State/UT
- 3) Coordinating the training of State/District level of functionaries.
- 4) Exercising financial control over expenditure
- 5) Ensuring timely completion of field work by taking all necessary steps
- 6) Overall Supervision & monitoring and any other issue

B. DISTRICT REGISTRAR

- 1) Appointment of all functionaries at District Level
- 2) Training of functionaries at District Level
- 3) Ensuring availability of NPR data booklet for the area under his/her jurisdiction
- 4) Distribution of Material for field work
- 5) Ensuring proper and wide publicity so as to create awareness to the general public
- 6) Undertaking inspection of the field work
- 7) Ensuring and certifying full coverage
- 8) Getting NPR database back from the field
- 9) Monitoring Data Entry at the district level centre to enter the updated data along with Aadhaar number for every resident
- 10) Exercise financial control over expenditure
- 11) Any other task assigned by the Competent Authority

Contd./---

C. SUB-DISTRICT REGISTRAR

- 1) Appointment of all functionaries at Sub-District level
- 2) Training of functionaries at Sub-District level
- 3) Distribution of Material for field work
- 4) Ensuring proper and wide publicity so as to create awareness to the general public
- 5) Undertaking inspection of the field work
- 6) Ensuring timely start and completion
- 7) Ensuring correctness and quality of data collection
- 8) Ensuring and certifying full coverage
- 9) Exercise financial control over expenditure
- 10) Coordinating the field activities at Sub-District level
- 11) Any other task assigned by the Competent Authority

D. CHARGE OFFICER

- 1) Appointment of all functionaries at Charge level
- 2) Training of functionaries at Charge level
- 3) Distribution of Material for field work to the enumerators
- 4) Undertaking inspection of the field work
- 5) Ensuring timely start and completion
- 6) Ensuring correctness and quality of data collection
- 7) Ensuring and certifying full coverage
- 8) Coordinating the field activities at Charge level
- 9) Any other task assigned by the Competent Authority

The NPR enumeration and updation activity shall start from **31st July, 2015** and **will be completed up to 30th August, 2015.**

This Notification shall supersedes all the earlier notifications/orders issued on the subject.

By order and in the name of the
Administration of Daman & Diu
and Dadra & Nagar Haveli

Sd/-
(**Dr. S. D. Bhardwaj**)
Dy. Secretary (Planning)
