

## **ANNEXURE - I**

### **GUIDELINES REGARDING PRAJAPATHAM – 2010**

- Prajapatham is an interaction amongst public, their elected representatives and a team of public servants in their own territory. Prajapatham focuses on a set of priority issues, appropriate for the time of the year and area / habitation concerned. It involves all the public representatives' right from Member of Parliament to the grass root Panchayat / Municipal Ward Members.
- Inspired by the success and response from the people of the state during the previous four successive rounds of Prajapatham programme, viz., during 2005, 2006 and 2007, 2008 Government have decided to mount this initiative during 2010, again.

#### **Schedule of Prajapatham – 2010:**

- Prajapatham - 2010 is scheduled to be held from **19<sup>th</sup> April to 14<sup>th</sup> May'10** (excluding public holidays) covering all the Gram Panchayats / Wards in their jurisdiction.
- Prajapatham – 2010 rededication day is on **15<sup>th</sup> May 2010**.

#### **Priority themes in Praja Patham :**

1. Drinking Water
2. Employment Generation (MNREGA)
3. Assured Power supply for 7 hours per day.
4. Rajiv Aroghyasri.
5. Awareness on availability of 108 **and 104** services
6. Health – Information, Education & Communication (IEC) campaign.
7. Street lights and Domestic water supply in urban areas.

### **Prajapatham – 2010:**

- The District Collector shall hold a meeting with People representatives and officials under the Chairmanship of Incharge Minister to brief the activities of Prajapatham and to take proper follow up action to sort out issues and conduct the programme successfully.
- The programme is to be planned meticulously to visit each and every Gram Panchayat / Ward by the team of officials along with public representatives.
- Mandal team comprising MPDO, Tahsildar, AE(RWS), AE(PR), AE(Electrical), APO of DWMA, Medical Officer, Arogya Mithra, ANM, and other concerned personnel together will visit all the Panchayats in the Mandal under the leadership of MPDO.
- In case of Municipal areas, while visiting wards, Municipal Commissioner would be the team leader. The Municipal team consists of Tahsildar, AE(PH), AE(PR), AE(Electrical), Medical Officer Health Inspector, Arogya Mithra, ANM, and other concerned personnel.
- During Prajapatham Meeting, all the staff of G.P./Ward Viz., VAO, Panchayat Secretaries, Electrical line man, Work Inspector, ANM, Arogya Mithra, Anganwadi Worker and all other staff shall attend.
- The District Collectors shall arrange to prepare tour programmes of the Mandal teams in such a way that one complete Mandal in a Constituency should be taken up to begin with in consultation with the MLA. The schedule of village visits should be informed in advance to respective villages and all concerned public representatives. After sweeping one Mandal, another Mandal shall be taken up.

- The tour programmes of the teams shall be so organized so as to avoid public holidays and the same must be placed in the Prajapatham web on or before 15<sup>th</sup> of April 2010
- The Action Plan on the above priority issues should be furnished to all the concerned MPs, MLAs and officials on or before 15<sup>th</sup> of April 2010.
- The District Collector shall ensure that a senior officer from District level shall be kept as incharge of each mandal/Municipality/Group of Mandals and he shall invariably attend along with Hon'ble M.L.A.
- The visits should invariably start at 8.00 AM everyday to facilitate timely completion of a rather tight schedule. Further, the interaction should normally take place at village central place. On an average 4 to 5 GPs/Wards may be attempted to be covered during a day's visit. It would help 100% coverage during Prajapatham Schedule.
- It must also be ensured that works sanctioned during the Prajapatham-2010 are of only such emergent natures which require immediate attention.
- It is expected that public representatives like Hon'ble Ministers, MPs, MLAs, MLCs, ZP Chairperson, Mayor, ZPTCs, MPPs, etc. and Sarpanch will attend all the Panchayats / Wards in their respective areas. Our effort must be to facilitate 100% participation of all public representatives in all Panchayats / Wards.
- Ideally, it is expected that each team visit 4 Gram Panchayats per day and once that mandal is completed, it shall be followed by yet other mandal in that constituency. In Municipal areas, 5 municipal wards should be covered per day.

- The mandal/municipal team shall travel in a single van/vehicle of an appropriate size. Required Vehicle may be hired for the visit during the month as per the existing govt. norms.
- Loud speakers, long speeches, unnecessary verbal debates and ostentatious behavior shall be avoided.
- Giving tall promises and assurances shall be avoided during the visits. We should also avoid distribution of assets and foundation laying/inauguration/ceremonies so that the original purpose of programme is not defeated.
- During their visits mandal/municipal, the teams are expected to interact with as many groups of individuals as possible in a village/Municipal area. During interactions, officials are requested to listen to their grievances patiently and address the issues later. In Municipal areas, where drinking water problem is acute, the teams are expected to visit maximum number of Basties/slums and take appropriate action.
- Hon'ble MLA/MLC can utilize 25% of the Constituency Development Programme (CDP) grant for drinking water supply works as mandatory.
- Hon'ble MLA/MLC can also use the CDP grant for shifting of electrical lines and high tension wires.
- Teams may also try to speed up the on-going works, especially in the above priority areas and remove the bottlenecks, if any, to expedite progress.
- The team shall exhibit sincerity of the Government to find solutions to critical issues by involving one and all concerned.
- Wherever Government intervention is needed for the above issues, teams are expected to take on-the-spot decisions and issue administrative sanctions as per the powers delegated.

- By the end of their visits, teams should take decisions, so that people should find wage employment in their villages. No purchase of drinking water by poor and disadvantaged sections of the society should be allowed.
- Prajapatham visits are not petition collection exercises. However petitions, if there are any, shall be accepted in a routine and dutiful manner and shall be redressed in a routine and normal manner on merits by the concerned officers.
- All the team leaders shall furnish information in prescribed formats by the same evening to the Collector on the same day.
- Collectors must ensure that all the tour schedules are drawn up and supplied to all public representatives.
- The District Collector are requested to ensure that the field staff visit in advance all GPs/Wards to ascertain the issues likely to arise during the programme and see that they are redressed by 17<sup>th</sup> April' 10 i.e., before the start of the programme.
- All the District Collectors shall make arrangements **for providing the information in the website ([http://cmo.ap.gov.in: 8080/PMS](http://cmo.ap.gov.in:8080/PMS))** developed for the purpose, by the end of the day. This includes daily status report on the identified areas.
- District Collectors shall delegate their powers to sanction the works relating to drinking water and wage employment to MPDOs so that on the spot sanctions can be accorded.
- The District Collectors shall use the funds available with the departments for the works identified and taken up during these visits. Regarding the state level intervention, the District Collectors should liaison with HODs for early release of money and submit proposals to the concerned departments with a copy to CMO and Planning Department.

- The District Collectors shall make arrangements for reporting any untoward incidents happened / any disruption of meetings /adverse media reports along with specific reasons, immediately to Planning Department Normal progress need not be informed in a routine manner.
- The District Collector shall organize the Re-dedication day on 15th May, 2010 involving all People Representatives and public and distribute assets involving all Departments.
- During the Prajapatham period, every day press releases shall be made by the District Collector giving the happenings of the day i.e., No., of GPs/Wards covered, participation of People Representatives, Grievances solved and Highlights of the day.

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