

**Government of Andhra Pradesh
GVWV & VSWS department, APIIC colony, Jawahar
Autonagar- Vijayawada-520007**

Minutes of the Web Conference Held on 03.03.2021 on Housing, Jagananna Thodu, Filling of Volunteers Vacancies & YSR Bima etc.,

Chaired: Sri Ajay Jain IAS, Principal Secretary to Government, GVWV & VSWS Department

Officers Present:

1. Dr. Narayan Bharath Gupta IAS, Director, GVWV & VSWS Department
2. The Officers of AP State Housing Corporation Ltd & GVWV&VSWS Department.

The Principal Secretary to Government GVWV&VSWS Department has explained the status of implementation of Pedalandariki illu- Completion of mapping of Houses sanctioned, Geo-tagging, Registration in Housing portal, grounding of houses including BLC, Model houses construction, Tenders finalization for procurement of material, Marking in the new layouts, progress of Jagananna Thodu, Delivery of Services and other programs. Further he issued the following instructions.

- Joint Collectors (VWS&D) are requested to ensure grounding of all Jagananna Thodu Applications sponsored to banks duly deputing PDs DRDA, PDs MEPMA, DRDA Staff and Welfare Assistants/Ward Welfare & Development Secretaries to the banks.

(Action: Joint Collectors (VWS&D) & PDs DRDA, PDs MEPMA)

- Joint Collectors (VWS&D) are requested to take stern action including suspension against the functionaries who are not performing and showing progress in discharging of entrusted duties. The performance of Functionaries will be taken as one of the parameters while declaring probation. Further based on the recommendation of the GVWV & VSWS Department the probation of Functionaries will be declared and same may be intimated to all the Functionaries.

**(Action: Joint Collectors
(VWS&D))**

- Joint Collectors (VWS&D) are requested to:
 1. Complete the Household Survey.
 2. Fill all Volunteers Vacancies.
 3. Complete the YSR Bima pending Rice Cards Survey.
 4. Improve the delivery of services atleast not less than 5,000 per day by each district.

**(Action: Joint Collectors
(VWS&D))**

- Joint Collectors (VWS&D) are requested to ensure not to depute any Digital Assistant/Ward Education & Data Processing Secretary to the works other than Village/Ward Secretariat engagements. In the absence of Digital Assistant/ Ward Education & Data Processing Secretary in the Village/Ward Secretariat, the Welfare & Education Assistant / Ward Welfare & Development Secretary shall attend the duties of Digital Assistant/ Ward Education & Data Processing Secretary and he/she shall deliver the services.

If Health Department needs Data Entry Operators, engage from the open market, and may pay from the COVID - 19 pandemic funds since vaccination is on going program for a period of 2 years.

**(Action: Joint Collectors
(VWS&D))**

- Joint Collectors (VWS&D), Municipal Commissioners are requested to ensure Bio-metric attendance of all Village/Ward Secretariat Functionaries and the Bio-metric attendance will be linked to the payment of salaries. If any body failed to mark bio-metric attendance, the absence period will be treated as *dies-non* and their probation period will be extended to the extent of days absent. The probation of Village/Ward Secretariat Functionaries will be declared with the recommendation of GVWV & VSWS Department.

**(Action: Joint Collectors (VWS&D) &
Municipal Commissioners)**

- Joint Collectors (VWS&D) are requested to coordinate and ensure inspection of Village/Ward Secretariats by the Sub-Collectors and POs ITDA.

**(Action: Joint Collectors
(VWS&D))**

- Joint Collectors (VWS&D) are requested to conduct meetings at

Assembly Constituency level and Divisional Development Officers at Divisional Level once in a month with Welfare & Education Assistants/ Ward Welfare & Development Secretaries, Digital Assistants/ Ward Education & Data Processing Secretaries, Engineering Assistants/Ward Amenities Secretaries, etc., for effective functioning of Village/Ward Secretariats.

(Action: Joint Collectors (VWS&D) & DLDOs)

All the Joint Collectors (VWS&D), Municipal Commissioners, PDs MEPMA, PDs DRDA and DLDOs are requested to give much priority on the Village/Ward Secretariats activities and improve the progress.

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**Principal Secretary to Government
GVWV&VSWS Department**

To

All the Joint Collectors (VWS & D)

All Municipal Commissioners

All the Project Directors, DRDA

All the Project Directors, MEPMA

All the DLDOs

Copy to

The Commissioner, GVWV&VSWS Department