

PROFORMA FOR WEBSITE

| Sr. No. | Type of Information required | |
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| 1. | Name of the Department | Department of Planning and Statistics. |
| 2. | Head of the Department / Contact Person | Joint Director (Head of Office) (Additional Charge) |
| 3. | Contact Address | Department of Planning and Statistics, Secretariat, Fort Area, Moti Daman- 396220. |
| 4. | Telephone Number | 0260- 2230619 |
| 5. | Fax Number | 0260- 2231719 |
| 6. | Email Address | dps-daman-dd@nic.in |
| 7. | Any Other Contact Details | 0260-2230115 |
| 8. | The brief description about the functionality of the Department | <ol style="list-style-type: none"> 1) Conduct of various Censuses and Surveys as per instruction of Govt. of India. 2) Monitoring of 20 Point Programmes. 3) Monitoring of Centrally Sponsored Schemes / Flagship Programmes / Developmental Schemes etc. of Government of India. 4) Monitoring of UT Run Schemes. 5) Annual report on working of Registration of Births and Deaths of the UT of Daman and Diu through on-line CRS Software. 6) Annual Administration Report for U.T. of Daman and Diu of Ministry of Home Affairs. 7) Monthly Developmental Report of UT to MHA. 8) Compilation of Gross State Domestic Product (GSDP) for UT of Daman and Diu for last five years from 2008-09 onwards through Indian Council of Applied Economic Research. 9) Preparation of Human Development Report for UT of Daman and Diu. 10) Preparation of Statistical Diary and Telephone Directory . 11) The Department of Planning and Statistics is the Nodal Department of UT of Daman and Diu for all Statistical matters. |

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| 9. | List and description of the services/ Schemes to the public | No service is provided to the public. |
| 10. | Major Achievement so far. | 1) Reports were prepared on various Census and Surveys conducted from time to time. |
| 11. | If Functionality of the Department touches to the public directly then | Not applicable in view of reply to item No. 9 |
| | ➤ The list of task/ activities | --- |
| | ➤ The required procedures for different tasks | --- |
| | ➤ The list of pre-requisites for certain procedures | --- |
| | ➤ The required forms (in MS-WORD/ PDF format) with instruction like how to fill and whom to submit etc. | --- |
| | ➤ The visiting hours for public | --- |
| 12. | Any other details of public interest not covered in above | Nil |
| 13. | Citizen Charter of the Department | Not applicable in view of reply to item No. 9 |
| 14. | Pictures / Photographs of the Department Office Building | --- |
| 15. | All the information sought under RTI Act, categorically. | |