

ANNUAL ADMINISTRATION REPORT OF CANTONMENT BOARDS DAGSHAI

1. CONSTITUTION OF THE BOARD

Dagshai is Class III Cantonment. The Board has been constituted under section 12 of the Cantonments Act 2006. The Board consists of 12 members including 06 elected members. During the year under report the following held the office of:-

President	Brig Vikram Sharma	01-04-2019 to 26-09-2019
	Brig Naveen Mahajan, SM	27-09-2019 to 31-03-2020
Vice President	Sh. Chitranjan Syal	01-04-2019 to 31-03-2020
Chief Executive Officer	Sh. Anuj Goel	01-04-2019 to 10-06-2019
	Sh. R.K. Dwivedi	10-06-2019 to 05-08-2019
	Ms. Jigyasa Raj	05-08-2019 to 31-03-2020

2. ELECTIONS

No election was held during the year under report.

3. REVENUE

(i) Measures taken to augment revenue

The triennial assessment for the block year 01-04-2017 to 31-03-2020 has been revised which have shown an increase 19.13% over the past assessment.

(ii) Comparison of tax rates with neighbouring Municipality Tax rates

The rates of taxes are higher than the neighbouring municipal committee Solan

(iii) Percentage recovery of property tax against total demand during the year.

Percentage of recovery of property tax against total demand during the year 2019-20 is 89.47%.

(iv) Non-Tax Revenue

During the year 2019-20 percentage of Non-Tax recovery is 78%.

4. WATER SUPPLY

Board is getting bulk water supply from MES & from its own source. Water supply is 75 lt per capita per day against the required supply 135 lt per capita per day.

5. **PUBLIC WORKS**

The following original, maintenance & repair works were carried out during the year under report.

Original work

Buildings	Rs.	1801211
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Maintenance & repairs

Buildings	Rs.	469684
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School	Rs.	-
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Road	Rs.	143708
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Drainage	Rs.	484136
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Water Supply	Rs.	499170
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Store	Rs.	57053
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Miscellaneous public improvement	Rs.	2724814
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6. **EDUCATION**

(i) **Schools**

Board runs one English Medium Primary School by the name Little Angel Primary School. Classes started from Nursery to Vth Class. The school is being run by teachers engaged through outsourcing agency. The registration of students during the year was 136. Free books and uniform has been provided to students. Facility of Mid Day Meal is provided in Cantonment Board Primary School.

(ii) **School Management Committee**

School management committee has been constituted in Cantonment Board Primary School. 02 meetings were held during the year 2019-20. The proceedings of the School Management committee were got approved from the Board. The SMC has been empowered to monitor the working of school, performance of teachers academic profile, extracurricular activities, repair of minor nature and other developmental aspects of school.

(iii) **Vocational Training**

During the year 02 vocational courses Fashion Designing and Beautification has been carried out.

(iv) **Promotion of education**

The Cantonment Board provides free education to children in Cantt Board school. The Cantonment School imparts education in English Medium from Nursery to 5th Class. Free Books and free uniform provided to children of Primary School. CCTV camera has been installed in Little Angel Primary School Campus. Computer education is being provided to the school children. The Cantonment Board distributed cash prizes to the meritorious students.

(v) **Any other initiative to promote education**

One hall, one class room and kitchen for Mid- Day Meal Scheme has been provided in the school building.

7. **SPECIAL MEASURES FOR CHILDREN**

(i) **Differently abled children**

A special school “Asha Kiran” is running jointly by Kasauli/Dagshai. Special educator and one Aaya have been appointed. The strength of school is 7. The counsellor once in a week visits the school. Financial help i.e. Rs. 700 p.m. per student for the students as transportation facility is provided by one NGO.

(ii) **Children of Migrant labours**

Migrant labour visits the Cantonment for 2-3 months. Their children either attend Aangan Wadi / Govt School.

8. **ENVIRONMENT AND SANITATION**

(i) **General Sanitation**

General sanitation in the Cantonment has remained satisfactory. Existing group toilets were repaired.

(ii) **Ban on use of polythene**

There is complete ban on use of polythene in the state of Himachal Pradesh and Cantonment area is free from poly bags.

(iii) **Efforts made for improvement of solid waste management**

Door to door garbage collection is in practice within Cantonment. Dual chamber dust bins have been provided in Cantt area for segregation of bio-degradable and non-biodegradable solid waste. Garbage is collected and transported in a covered body vehicle. Composting machine has been installed and functional.

(iv) **Tree Plantation**

During the year under report 500 trees were planted. The survival rate is approximately 50% only. Environment day was celebrated near Cantt. Board Office and ornamental plants were planted in the Cantt. area. Vanmahotsav was also celebrated with the active participation of elected members, staff of Cantt. Board Dagshai and general public during the year.

(v) **Other initiatives**

The Cantt Board has been declared ODF on 27-07-2017 by the Quality Council of India. The Dagshai Cantonment Board has been re-certified as “**Open Defecation Free.**” Under Swachh Bharat Mission, Swachhta Pakhwada, Swachhta Hi Sewa etc awareness programmes were carried out by Cantt Board, Dagshai during the year. LED Lights, Bio-toilets and Bio-digester have been installed.

9. **PUBLIC HEALTH**

(i) **Hospital and dispensaries**

The Board maintains one dispensary. During the year 1748 outdoor patients were diagnosed. System of annual medical calendar continued, Pathology services provided and other medical equipments purchased.

(ii) **Special measure taken for senior citizen**

The Cantt. Board dispensary prepared health cards for senior citizen, staff and students of school. Senior citizens are being provided free medicines, lab facilities, lab tests as well as ECG etc.

(iii) **Progress on**

(a) Kishori Clinic

Awareness programme, lectures are organized by the RMO and counsellor.

(b) Janani Suraksha Yojna

Presently State Govt has extended Janani Suraksha Yojna to Cantonment limits under NHM. The funds have been allotted to the Cantonment Board Dispensary.

(c) HIV Testing facilities

Such facility is not available at present.

(d) Mobile Dispensary

There is no mobile dispensary. Dispensary located in heart of the civil area.

(e) Special Medical Camps

01 special medical camp has been organised in Cantonment Board Dispensary.

(f) Other Initiative

Drug De-addiction centre in Cantt. Board Dispensary is giving fruitful results. The O.P.D. has been a great success wherein more than 44 addicts have been treated. Ambulance service is being provided. Yoga day and Environmental Day were also celebrated during the year.

- (iv) **Health care measures for Cantonment Board employees and their dependents**
Health diaries prepared for Cantonment Board employees and their dependent for providing free treatment to them.

10. **GENERAL ADMINISTRATION**

- (i) **Status implementation of New Pension Scheme**
The new pension scheme has been implemented in Cantonment Board, Dagshai. The subscription of employees who were appointed after 01/01/2004 has been started from Sept, 2011 and the same is being deposited in the NPS trust Account regularly.
- (ii) **Public redressal mechanism**
“Samadhan and Suvidha software have been uploaded on the Board’s website besides maintenance of complaint register and feedback / comments columns on website of the Board. Complaints are attended regularly. Janta Darbar has been organised for redressal of grievances of general public.
- (iii) **Audit of accounts**
The audit of accounts of Cantonment Board has been carried out upto Sep 2019 and no major irregularities found.
- (iv) **Any other initiative(s) in public interest**
Checklist for mutation and checklist for sanction of building plan. Library/ Reading room with internet connection facility provided for residents. Website of Cantonment Board has been developed with all relevant information on various matters. Wide publicity is being given for all transparency and accountability measures through public notice and endorsement to the elected representatives. Online birth and death registration has also been implemented. The work for 08 sets of type-I Class IV staff quarters out of service charges has been completed. The provision of additional set of Cantonment Board Dagshai Guest House has been completed. Software for collection of taxes and revenue has been introduced.

11. **LAND RECORDS MANAGEMENT AND MODERNIZATION**

- (i) **Creation of IT section**
Computer Programmer looks after the work of IT section in the office.
- (ii) **Status of Raksha Bhoomi implementation**
Raksha Bhoomi version 5.0 has been installed successfully and used for the purpose of various land matters.
- (iii) **Document management systems**
DMS, FMS, FTS, Indexing, pagination work, labelling of file cover and preparation of files, tag words etc have been completed.

(iv) **Step taken to automize office processes**

All computers in Cantt. Board Office connected by LAN network. Pay bills and GPF automation has been done. Software has been developed for generating online bills of property tax. Online recruitment portal is being used for recruitments. POS Machine has been installed for online transaction. The software of court cases has also been installed.

(v) **Digitization of office records.**

Scanning and digitization work in respect of Cantonment Board records have been completed.

12. **MARKETS**

The Board maintains 08 shops and 04 stalls. Shops were provided with aluminium/glass glazing.

13. **FIRE FIGHTING**

The Board has its own Fire Fighting arrangement.

14. **BIRTH AND DEATH**

During the year under report 00 birth and 03 deaths were reported.

Sd/-

**CHIEF EXECUTIVE OFFICER DAGSHAI
(JIGYASA RAJ)**

sd/-

**PRESIDENT CANTONMENT BOARD DAGSHAI
(BRIG NAVEEN MAHAJAN, SM)**