



GOVERNMENT OF GOA

# CITIZEN'S CHARTER, 2016

DIRECTORATE OF PLANNING,  
STATISTICS & EVALUATION  
AND  
OFFICE OF THE  
CHIEF REGISTRAR  
OF BIRTHS & DEATHS, GOA.

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# **CITIZEN'S CHARTER OF DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION**

## **INTRODUCTION:**

The Directorate of Planning, Statistics and Evaluation (DPSE) is responsible to collect, collate and disseminate various statistical data/information pertaining to the State. The State and Central Government agencies, Programme implementers, Planners, Policy makers, Researchers and others interested are the users of this data.

The Directorate handles three major subjects involving formulation of Financial Plans of the State, analysis of Statistical data collected and evaluation of various Government implemented schemes and Programmes.

Directorate of Planning, Statistics and Evaluation is the Nodal Department in matters concerning all Statistical activities in the State such as Censuses and Surveys, Statistical compilations, analysis and dissemination of Statistical data/information.

The Director, DPSE, also acts as the Chief Registrar of Births and Deaths (CRBD). The CRBD, along with Additional CRBD oversee the implementation and execution of the 'Registration of Births and Deaths Act, 1969 (18 of 1969)', and 'Goa Registration of Births and Deaths Rules 1999' framed there-under to ensure and monitor the registration of vital events of Births and Deaths at the local Registration Units set up in the Offices of all Gram Panchayats and Municipal Councils, Panaji Municipal Corporation and at Goa Medical College/Hospital, Bambolim.

The Directorate is organized into the following Divisions, for administrative purpose:

- I - Administration and Accounts,
  - II - Publication,
  - III - Planning,
  - IV - State Income and Co-ordination,
  - V - Evaluation,
  - VI - National Sample Survey, Annual Survey of Industries and Index of Industrial Production,
  - VII - Registration of Births & Deaths, and Consumer Price Index Numbers,
  - VIII - Unique Identification Division.
- ([‘click’](#) to view Organizational chart)

Besides the above, DPSE has also created posts of Statistical personnel to handle Statistics related work in line Departments ([‘click’](#) to view Department wise position).

On 25<sup>th</sup> September 2014, the Directorate has been moved to: Pandit Deendayal Upadhyay Bhavan,  
Opp. Pundalik Devastan,  
Pundalik Nagar,  
Alto-Porvorim,  
Bardez-Goa. Pin. 403521.

## *Vision of Directorate of Planning, Statistics & Evaluation*

- Providing Statistical data and information to all data seekers.
  
- Ensuring registration of all births and deaths occurred in the State.

## *Mission of Directorate of Planning, Statistics & Evaluation*

- ✓ To explore research and compile Statistical information needed for good Governance.
  
- ✓ To increase efficiency in Government plans.
  
- ✓ To facilitate different Departments, Organizations, Agencies etc. and the general public by making available the Statistical information and data easily accessible, understandable and user friendly.
  
- ✓ To improve functioning of the Directorate by fully computerization, use of latest Statistical tools and techniques so as to set achievable goals.

*Activities of various Divisions in the Directorate* (in brief):

**Division I**, Administration and Accounts deals with all administrative aspects and accounts related matters in respect of staff of the Directorate.

**Division II**, Publication Section attempts to fulfill the ever increasing demand for facts and figures about Socio-economic development taking place in the State. It collects information/data from more than 50 sources to compile regular publications.

**Division III**, Planning Division formulates Annual Plans and Five Year Plans of the State. It coordinates/liaison with the Niti Aayog, Other State Governments and various Central Ministries in the matters concerning State Plan Schemes, Central Schemes and Centrally Sponsored Schemes. It assists Goa State Planning Board which functions under the Chairmanship of the Hon'ble Chief Minister and comprised of eminent Personalities. Regular monitoring of the financial and physical achievements of the schemes implemented by various Departments of the State is done by this Division. Targets under 20-Point

Programme and Western Ghat Development Programme are required to be monitored by this Division. For this purpose, this Division liaison with various line Departments in the State. The report 'Economic Survey' of Goa which is tabled in the Legislative Assembly during its first session every year is prepared and published by this Division.

A 'Neturlim-Model Village Scheme' is encouraged in Neturlim village of Sanguem Taluka to tap its full economic potential and thereafter to replicate the experience gained in other villages so as to economically develop the villages in the State.

**Division IV**, State Income & Coordination Division is entrusted with the compilation of estimates of State Domestic Products. For the purpose, this Division collects information on various aspects from the Government Departments, Corporations, Boards, Agencies in the State. Further, this Division is responsible to follow the methodology as per the set of instructions provided by the Central Statistics Office, Ministry of Statistics and Programme Implementation, Government of India for estimation of State Domestic Products. The Division holds consultations with Central Statistics Office every



year and finalizes the Statistical compilations on State Income generated in different sections of the economy to compute the Gross and Net State Domestic Products at Current and Constant prices. Other Statistical activities, such as conduct of various Censuses and Surveys in the State as per the guidelines of the Central Statistics Office, are co-ordinated by this Division. It undertakes various National Programmes/Schemes such as conduct of various censuses like Agriculture, Minor Irrigation, Economic Census, Input Survey are few of them. Besides these, statistical data related to Banking sector, State Budget, Rural Wages, Basic Statistics for Local (Rural) Level Development and School Education are also collected and compiled in the Division to release the respective reports.

**Division V**, Evaluation section is responsible for conducting evaluation studies of both ongoing as well as post-facto evaluation of the Government implemented schemes to identify the deficiencies, if any, cropped in their implementation and suggest remedial measures, upon the desire of the Government.

**Division VI**, National Sample Surveys are undertaken by this Division based on the guidelines

of the National Sample Survey Organization (NSSO), Government of India. Goa participated in regular survey rounds since 27<sup>th</sup> Round of NSS (October 1972 –September 1973) and onwards as proposed by the NSSO, Ministry of Statistics and Programme Implementation. It conducts studies on socio-economic aspects employing scientific methods and brings out reports ([‘click’](#) here to view NSS reports released by DPSE, so far).

The ‘Annual Survey of Industries’ and ‘Index of Industrial Production’ including Mining Production are the two regular annual publications brought out based on data collected from the registered factories located in the State and Indian Bureau of Mines, Nagpur for mining data. It is the prime source of data on industries providing estimates of different variables of industrial statistics.

**Division VII**, Implementation and execution of the ‘Registration of Births and Deaths Act, 1969 (18 of 1969)’ and the rules framed under ‘Goa Registration of Births and Deaths Rules,1999’ in the State ([‘RBD ACT-RULES.docx click’](#) here to view R.B.D. Act and Rules) are entrusted to this Directorate. The Registration of the Births and Deaths Act, 1969, is enforced in the State since 1<sup>st</sup> January 1971, with the help of local bodies such as

Gram Panchayat in rural areas and Municipal Administration in urban. The Gram Panchayat Secretaries and Chief Officers of Municipal Councils acts as 'Registrars of Births and Deaths'. A special unit is also set up at Goa Medical College/Hospital, Bambolim, with its Medical Superintendent designated as Registrar of Births and Deaths to register events occurred as major portion of births and deaths in the State occur here. Thus, there are 205 Registration Units of Births and Deaths functioning in the State. The Civil cum Sub Registrar in each taluka also act as Registrar regarding the vital records existing prior to 01.01.1971 to function specifically under sections 15 and 17 of the Act. Chief Registrar of Births and Deaths (the Director of DPSE) is responsible for issuing suitable instructions, coordinating, unifying and supervising the work of registration as per the instructions of the Registrar General, India for securing efficient system through Additional Chief Registrar of Births and Deaths (Jt. Director of DPSE).

Price section of this Division collects data on retail and wholesale prices of consumer items. The indices are compiled for 'middle class non-manual employees' based on the weekly prices collected from selected markets in Goa. Retail prices of

consumer items for industrial workers are also collected in selected markets and supplied to Labour Bureau, Shimla for computation of All India Consumer Price Index Number for Industrial Workers.

**Division VIII,** The Unique Identification (UID)/Aadhaar Project is implemented in Goa by this Directorate at the instance of the Unique Identification Authority of India (UIDAI), which has been established under the aegis of the five year Planning Commission, Government of India. The Directorate of Planning, Statistics and Evaluation is Nodal Department/State Registrar while the District Collectors are designated as the District Registrar (UID) in their respective jurisdiction. The Directorate is responsible for liaisoning with the UIDAI and the Enrolment Agencies and monitoring the enrolment process.

**List of Permanent Aadhaar Enrolment Centers  
in the State of Goa.**

<b>Sl No</b>	<b>Branch Address</b>
1	Alankit Ltd c/o - Dipika Consultancy, Office No. 311, Gera Imperium 1, Behind Kadamba Bus Stand, Patto Plaza, Panjim, Goa - 403001
2	Religare Securities Ltd., 204, 2nd Floor, Emerald Towers, M.G. Road, Near Taj Vivanta & PNG Jewelers, Next to SBI in Touch, St. Inez Junction, Panaji - 403001
3	Alankit Ltd c/o - Dipika Consultancy, Office No 21, 1st Floor, Vasant Arcade, RBL and ING Kotak Bank Building Comba, Margao, Goa - 403601
4	Alankit Ltd c/o - Dipika Consultancy, Office No 304, Mehta House, Near Yes Bank, Vasco - Da-Gama - 403802
5	Alankit Ltd c/o - Dipika Consultancy, Office No. 5, 1st Floor, Ponda Commerce Centre, Besides Ponda Municipality, Ponda - 403401

6	Alankit Ltd c/o - Dipika Consultancy, Office No 1, 1st Floor, Muslim Wada, Near Masjid, Above Costal Honda, Bicholim – 403504.
7	Alankit Ltd c/o - Dipika Consultancy, Office No 219, 1st Floor, Near ICICI Bank ATM, Pundalik Arcade, Curchorem - 403706
8	Alankit Ltd c/o - Dipika Consultancy, House No 227, Thane Road, Near New National High School, Valpoi - 403506
9	Religare Securities Ltd., F-15, EL Capitan Centre, Near Mapusa Court Junction, Mapusa – 403507.

*Statistical Publications of the Directorate*

<i>Sl. No</i>	<i>Title of Publication</i>	<i>Frequency</i>	<i>Division concerned</i>
1	Statistical Handbook of Goa	Annual	Div. II
2	Goa Economy in Figures	Annual	Div. II
3	Indicators of Socio-Economic Development	Annual	Div. II
4	Goa at a Glance	Annual	Div. II
5	Census of Government Employees	As per Survey	Div. II
6	Annual Plan	Annual	Div. III
7	Five Year Plan	Quinquennial	Div. III
8	Explanatory Memorandum	Annual	Div. III
9	Economic Survey	Annual	Div. III
10	Welfare Scheme	-	Div. III
11	Budget in Brief	Annual	Div. IV
12	Credit Deposit Ratio	Annual	Div. IV
13	Rural Wages	Annual	Div. IV
14	Economic and Purpose Classification	Quinquennial	Div. IV

15	Gross Fixed Capital Formation	Quinquennial	Div. IV
16	Census of Agriculture	Quinquennial	Div. IV
17	Census of Minor Irrigation	Quinquennial	Div. IV
18	Census of Economic Establishments	Quinquennial	Div. IV
19	Input Survey	Quinquennial	Div. IV
20	Report on State Domestic Products	Annual	Div. IV
21	Provisional Statistics on 8 <sup>th</sup> All India School Education Survey-Goa	As per Survey	Div. IV
22	Report on Household Consumer Expenditure	NSS 63 <sup>rd</sup> Round	Div. VI
23	Report on Service Sector Enterprise (excluding Trade) in Goa	NSS 63 <sup>rd</sup> Round	Div. VI
24	Annual Survey of Industries	Annual	Div. VI
25	Index of Industrial Production	Annual	Div. VI
26	Registration of Births and Deaths	Annual	Div. VII
27	Price Trends in Goa	Annual	Div. VII



## *Brief description of the Publications:*

Statistical Handbook of Goa : Statistical Handbook of Goa released annually by this Directorate is widely used by Government Agencies, Planners, Educational Institutions, Researchers and Scholars etc. Publication Section (Division II) is responsible for collection of data on various parameters of Demography, Socio-economic, Finance and other Statistics including Vital Statistics from the Departments and other sources spread all over the State. It is an important venture in dissemination of useful information about the State providing Taluka-wise/District-wise data wherever possible. The latest issue released in this series is for the year 2013-14. This publication is available to the public on the website of the Directorate.

Goa Economy in Figures : It compares the important Statistical Indicators of the State of Goa at the time of attaining Statehood in the year 1987 and that for the two consecutive years preceding year of publication. The wide array of Socio-Economic Indicators presented in this brochure enables readers to comprehend at a glance the impressive progress attained by the State. This publication is released on 30<sup>th</sup> May of the year

being Goa Statehood Day. The latest issue released in this series is for the year 2015.

Indicators of Socio-Economic Development: It is an annual brochure containing data on important indicators of Socio-Economic Development prior to Liberation or immediately after Liberation and at the time of attaining Statehood in 1987, as also the year for which the brochure is published. This brochure commemorates the Goa Liberation Day on the 19<sup>th</sup> December. The latest issue released in this series is for the year 2015.

Goa at a Glance : It displays taluka-wise and District-wise information pertaining to various parameters of Goa's economy of the year of publication. The latest issue of this single page publication released is for the year 2015.

Census of Government Employees: This report assesses volume of Public Sector employees and their distribution across the Departments in various categories classified by sex, social class, employee status, pay scales etc. in respect of Government Departments, Grants-in-Aid Institutions and State Public Sector Undertakings. The latest issue released in this series is for the year 2015.

Draft Five Year Plan and Annual Plan: These reports are brought out to elaborate the write-up of the Plan schemes to be implemented by each Department during the period of five years of the Plan and for the year of the particular Annual Plan. The physical and financial targets proposed for the respective period are also highlighted in the said document.

Explanatory Memorandum: It is a Budget document which gives Demand wise detailed explanation of the Planned Schemes and amount allocated based on Demand for Grants. The latest issue released in this series is for the year 2015-16.

Economic Survey: It is a report giving achievements of the Government in detail during the current financial year, tabled in the Legislative Assembly during its first session. The latest issue released in this series is for the year 2015-16.

Welfare Scheme: It presents Department-wise various welfare schemes implemented in the State giving details such as objectives of the Scheme, eligibility, procedure of assistance and checklist of

documents to be submitted with application form, for information of general public. It is released during 2014.

Governor's Address:- It is customary for the Hon'ble Governor to address the members of the Goa Legislative Assembly on the First day of the Legislative Session every year. It contains a brief write up highlighting all the major achievements and policy decisions of the Government. It also contains steps taken in order to improve service delivery to the public as well as steps that are likely to be taken by the departments during the financial year. The latest issue released in this series is in January 2016.

Budget in Brief: This brochure seeks to present the salient features of the Budget of the State Government for reference year and facilitates comparison of the key parameters which contain the actual receipts and expenditure of the Government for the preceding year, revised estimates for the current year and budget estimates for the ensuing year. The latest report in this series is released for the year 2015-16.

Credit Deposit Ratio: Report on Credit Deposit Ratio presents the trend in aggregate bank deposit and credit in the State with 1980-81 as the base year, as also various parameters of banking statistics in the State. The latest report published is for the year 2014-15.

Rural Wages: This brochure provides information on wages paid to workers engaged in various agricultural and non- agricultural operations in all the talukas of the State of Goa based on data collected from the four sample villages of each taluka. The data is broadly indicative of wage pattern prevalent in rural areas of the State. The latest information available on this subject is for the year 2013-14.

Economic & Purpose Classification: This publication assess the economic purpose significance of the budgetary transaction, a reclassification of the budget account which would throw light on the extent of capital formation out of the budgetary resources, saving of the Government and contribution of the Government to the income generation etc. is very much necessary. (The latest information available on this subject is for the year 2004-05)

Estimates of Gross Fixed Capital Formation: The report gives a broad picture of the annual creation and addition to the fixed capital by type of assets and industry of use in public sector separately for the State Government, Departmental enterprises, Non-departmental enterprises, Local bodies including Supra Regional Sectors. The estimates of Gross Fixed Capital formation provide an indicator of growth productive potential of the economy. (The latest publication released is for the year 2002-03)

Report on Agricultural Census: This publication covers information on number and area of operational holdings according to the size classes, land utilization, tenancy, crop wise and source wise irrigated area, cropping pattern etc. including a narrative account of the historical background, physical and demographic features. The report on Main Census of Agriculture, 2010-11 in this series of quinquennial publication is released.

Report on Minor Irrigation Census: It presents the statistics of area irrigated under different crops according to the seasons. Minor Irrigation schemes include all schemes of Ground Water Development and Surface Water Development (flow and lift) which individually have a cultivable command area

of up to 2000 hectares. The latest report in this series of quinquennial publication is released for the year 2006-07.

Report on Economic Census: This report covers information on all economic activities (Agricultural and Non-Agricultural) except Crop production and Plantation across the State based on the survey of 6<sup>th</sup> Economic Census conducted during October 2013 to February 2014. It provides information on nature of activity and type of enterprise, employment, source of finance, ownership, registration etc. of the enterprises enumerated. The latest report on provisional results available in this series of quinquennial publication is the 6<sup>th</sup> Economic Census, 2012-13.

Report on Input Survey :This publication brought out for the year 2011-12 in quinquennial series, reports collection of various information on use of major inputs like fertilizer, manure and pesticide, irrigation, livestock, agricultural machinery and implements by the cultivators in the villages selected randomly (from the coverage of Agricultural Census, 2010-11) with an objective to

generate data on consumption of various agricultural inputs for getting an insight into the consumption pattern of inputs by various categories of farmers.

Report on State Domestic Products: This report is compiled based on the monetary value of all the possible Goods and Services produced in the different sectors of the State economy. The estimates presented in the report such as Gross and Net State Domestic Products at Current and Constant prices serve as an indicator to assess the status of the economy and also analyse insight and weaker sections.

Report on Provisional Statistics of 8<sup>th</sup> All India School Educational Survey in Goa: This report is compiled to provide broad information about educational status in the State of Goa as a part of the main purpose of 8<sup>th</sup> All India Educational Survey (AISES) conducted by National Council of Educational Research and Training (NCERT) at national level. This survey provides basic inputs to develop educational plans at micro-level as well as at macro-level, to formulate educational policies and monitor the progress of various educational



schemes. It covers availability of schooling facilities in rural habitations, physical and educational facilities in schools, incentive schemes and beneficiaries, medium of instruction and language taught, enrolment particulars, teachers and their academic and professional qualification, library, laboratory, Ancillary staff etc.

Report on Household Consumer Expenditure: The National Sample Survey Organization (NSSO), Government of India, undertakes annual/bi-annual surveys on various socio economic aspects in the economy. This report presents findings in respect of Household Consumer Expenditure based on State samples covered in Goa. The latest report published in this series pertains to 63<sup>rd</sup> round of NSS conducted during the period July 2006 to June 2007.

Report on Service Sector Enterprises (excluding Trade): This report pertains to 63<sup>rd</sup> round of National Sample Survey (NSS) conducted in Goa during the period July 2006 to June 2007. Data presented in this report gives the estimated number of Enterprises under Service sector by Enterprise Type, Area of Operation, Activity Category,

Ownership, Social group, Educational level of Owner/Manager, Type of location (Structure), Registration under Acts/Authorities, Assistance availed and Problems faced during operation etc.

Report on Annual Survey of Industries: This report covers information on estimates of different variables of industrial statistics such as capital structure, employment, input, output, salaries and wages, depreciation, net value added etc. according to factories arranged in industry groups classified under 2 digit code of National Industrial Classification. It covers all the factories registered under the sections 2m(i) and 2m(ii) of the Factories Act, 1948. The latest report in this series is released for the year 2010-11.

Report on Index of Industrial Production: This report presents the growth/variation of industrial production in the State as compared to the base year. It covers the production of all the factories registered under the Factories Act, 1948. Mining being a major industry in the State separate index for mining production is also constructed. The latest report in this series is released for the year 2012-13.

Report on Registration of Births and Deaths: This report provides information on Vital Statistics i.e. births and deaths occurred in the State based on the monthly statistical returns received from various registration units set up in Goa. The latest information available is for the year 2014.

Price Trends in Goa: 'Price Trends' report provides information on variation in price indices compiled for middle class non-manual employees during the publication year as compared to the base year. The Prices collected from the selected markets are represented by the index numbers for the State. The latest publication is released for the year 2014.

These publications can be viewed/downloaded from the website of the Directorate at <http://www.goadpse.gov.in>

*Contact Numbers:*  
*Directorate of Planning, Statistics & Evaluation*

**Director**

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**Joint Director-II**

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**Drawing & Disbursing Officer (Statistical Officer)**

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*Office of the Chief Registrar of Births  
& Deaths*

**Chief Registrar of Births and Deaths**

Director,

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Porvorim, Bardez, Goa. 403521

**Additional Chief Registrar of Births and Deaths**

Joint Director-II, Ph. (0832) 2417436,  
3<sup>rd</sup> Floor, Pandit Deendayal Upadhyay Bhavan,  
Porvorim, Bardez, Goa. 403521

**District Registrar of Births and Deaths**

Additional Collector (North) Ph. (0832) 2223612  
Additional Collector (South) Ph. (0832) 2705333

**Additional District Registrars of Births & Deaths**

All twelve Block Development Officers

- |                    |                    |
|--------------------|--------------------|
| 1. B.D.O. Tiswadi  | Ph. (0832) 2426481 |
| 2. B.D.O. Ponda    | Ph. (0832) 2312019 |
| 3. B.D.O. Bardez   | Ph. (0832) 2262206 |
| 4. B.D.O. Pernem   | Ph. (0832) 2291231 |
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6. B.D.O. Sattari	Ph. (0832) 2374250
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10. B.D.O. Quepem	Ph. (0832) 2662229
11. B.D.O. Mormugao	Ph. (0832) 2510638
12. B.D.O. Dharbandora	Ph. (0832) 2614074

### **Registrars of Births & Deaths**

i) All the Village Panchayat Secretaries have been designated as Registrar of Births and Deaths for their respective Village Panchayat jurisdiction.

ii) All the Chief Officers of the Municipal Councils have been designated as Registrar of Births and Deaths for their respective Municipal area.

iii) Medical Superintendent of Goa Medical College & Hospital, Bambolim is designated as Registrar of Births and Deaths to register the events occurred at Goa Medical College Hospital, Bambolim.

iv) The Registrar of Births and Deaths appoints Sub-Registrar in their jurisdiction to assist him/her.

## *Right to Information Act, 2005*

### **First Appellant Authority**

Director of DPSE cum Chief Registrar of Births and Deaths.

Ph. & Fax. (0832) 2417442,

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Porvorim, Bardez, Goa. 403521.

### **Public Information Officer**

Joint Director-I

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Porvorim, Bardez, Goa. 403521

### **Assistant Public Information Officer (Co-ordination)**

Statistical Officer, Ph. (0832) 2417438

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Porvorim, Bardez, Goa. 403521

## Collection of Statistics Act, 2008

### **Nodal Officer**

Joint Director-I

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## Vigilance & Public Grievances Section

### **Vigilance Officer**

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