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जनगणना कार्य निदेशालय, (यू.टी.) चण्डीगढ़

भारत सरकार, गृह मंत्रालय

जनगणना भवन, प्लॉट नं 2-बी, सैक्टर 19-ए, चण्डीगढ़-160019

Directorate of Census Operations, Chandigarh (U.T.)

(Government of India, Ministry of Home Affairs)

Janganana Bhawan, Plot No 2-B, Sector 19-A, Madhya Marg, Chandigarh-160019

Subject: - Organization of Census of India 2011-General instruction and tasks ahead – Circular No. 1.

I have the honour to inform you that the preliminary work to organize the National Census of Population, during February ó March 2011, has commenced in full swing in the Union Territory of Chandigarh. As a prelude to the Census count, Houselisting Operation & National Population Register in which the Houselist Schedule and NPR Schedule will be canvassed, during 1 April ó 15 May 2010, which will be about a year in advance of the actual population count in 2011. Constitutionally, the Registrar General of India cum Census Commissioner - Ministry of Home Affairs has had the privilege of conducting these operations with the close co-operation of the States / U.T. Government. This gigantic task in the Union Territory Chandigarh has been completed successfully during the last four Censuses viz; 1971, 1981, 1991 & 2001 with active co-operation of the Deputy Commissioner. Depending upon this tradition, I trust I will get your complete and enthusiastic co-operation for the ensuing 2011 Census.

2. Vide Gazette Notification No. 9/5/11-IH(I)-2009/23832 and 994/(GOI)-IH(I)-2009/23839 issued on 16-12-2009 by the Chandigarh Administration, the following appointments under sub- section (2) Section 4 of Census Act, 1948 have been made:

Sr. No.	Authority	Designation	Jurisdiction
1	Deputy Commissioner, Chandigarh	Principal Census Officer	U.T., Chandigarh
2.	Sub-Divisional Magistrate (Central), Chandigarh	District Census Officer	U.T., Chandigarh
3.	Assistant Estate Officer, Chandigarh	City Census Charge Officer	Area of Municipal Corporation, Chandigarh.
4.	Tehsildar (Revenue), Chandigarh	Census Charge Officer (Rural)	Area of the U.T. Chandigarh excluding area under the Municipal Corporation, Chandigarh

All the above officers have also been authorized under Sub Section (3) of Section 4 *ibid* to sign the declarations for appointment of Census Staff for local areas within their respective jurisdictions.

Further, the Principal Census Officer and District Census Officer have been delegated powers under Sub Section (4) of Section 4 *ibid* to exercise the powers under Sub Section (2) itself for appointing Census Officers within the Union Territory of Chandigarh.

I hope you would have received copies of the above notification by now.

Copy of the Census Act 1948 as amended and rules framed thereunder are enclosed for your reference and record.

3. The appointments so notified envisage the following hierarchical set up in the field.

In the District, the Deputy Commissioner as Principal Census Officer would be the overall incharge for the Census Operations.

Since the Deputy Commissioner needs suitable assistance at appropriate levels, the Sub Divisional Magistrate has been appointed as District Census Officer.

4. Thereafter clerical assistance will be provided to the Chandigarh Administration for appointment of ministerial staff at various levels to enable the establishment of Census Cell in your office. The expenditure on this ministerial staff shall be borne by the Government of India. It is necessary that the appointments thereupon are made preferably from the suitable experienced personnel who have had experience of 2001 Census. These nucleus census offices may start functioning as early as possible.

5. Enumeration all over the country has already been notified by the Central Government for 2011, with reference date as 1st day of March. This has to be preceded by an wholly important operation of House Numbering / Houselisting / NPR in April, 2010 for U.T., Chandigarh. Spade work on various steps designed for ensuring accuracy and completion of the operations within the set targets has already commenced.

Houselisting Operation & NPR will entail harnessing of about Four Thousand Government employees to be appointed as Enumerators / Supervisors. As on earlier occasions, the bulk of staff for Houselisting Operation & NPR shall be

drawn from the teachers, revenue / various officials of U.T. and Central Government.

I and my officials would be affording necessary technical guidance and assistance for the timely performance of assignments.

For fuller appreciation of procedures and problems, it is proposed that a meeting of the District Census Officers and Charge Officers may be arranged after the preliminaries are gone through. Such a meeting should be arranged, every month so that officers of this Directorate could attend it for discussion regarding completion of the work of various Census items according to the time schedule.

Since the conduct of Census is a time bound work, it necessarily follows that all intermediary steps have to be carried out according to the strict time schedule as laid down for various stages and preparatory work from time to time which you are requested to keep in mind.

Please ensure that Census work is accorded top priority so that Circulars / Instructions issued from this end in course of time are dealt with expeditiously and strictly within time schedule laid therein.

Yours Sincerely,

(BINDHYESHWARI NEGI)
DIRECTOR

Shri Brijendra Singh,
Deputy Commissioner,
Chandigarh Administration,
Chandigarh.