

**Bilateral  
Meetings**

**No. 1/9-BM-PSPB (PC-II)-2007/ 10584-10622**  
**Government of Punjab**  
**Department of Planning**  
(Plan Coordination Division)

To

All the Financial Commissioners,  
Principal Secretaries and  
Administrative Secretaries,  
(Concerned with Plan),  
(As per list enclosed)

Dated: Chandigarh                      23rd Oct., 2007

**Subject:-      Bilateral meetings for the of Annual Plan 2008-09.**

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Sir/Madam,

Please refer to this Department's letter No. 1/9(AP-2008-09) PSPB-RO(PC-II)2007/9321-9327, dated 17<sup>th</sup> September., 2007, vide which plan proposals regarding formulation of Annual Plan 2008-09 were sought by 15<sup>th</sup> October., 2007.

2.                      Sh. Rajeeva Ratna Shah, Member Secretary, Planning Commission vide DO No M-13040/36/2007-SP.Coord dated 11<sup>th</sup> Oct., 2007 has sought the Draft Plan Document 2008-09 by 10<sup>th</sup> November,2007(copy enclosed) . It has, therefore, been decided to hold the bilateral discussions with the Administrative Departments to priorities / finalize the Draft Annual Plan 2008-09, so that same may be sent to the Planning Commission of India well in time after the approval of Hon,ble Chief Minister, Punjab. It may, however be ensured that SCSP and women components are shown separately in the plan proposals for the Annual Plan 2008-09.

3.                      The Administrative Departments who have not submitted their plan proposals for the Annual Plan 2008-09 so far to the Planning Department are requested to send the same to this department by 29/10/2007 positively.

4.                      The Bilateral meetings will be held in the Committee Room, Punjab State Planning Board, S.C.O No. 70-72, Sector-17-D, Chandigarh under the chairmanship of worthy Vice Chairman, PSPB / Secretary Planning as per Annexure enclosed.

5.                      Kindly make it convenient to attend the meetings.

Yours faithfully,

Sd/-

(Satish Chandra)  
Secretary Planning

Endst. No. 1/9-BM-PSPB (PC-II)-2007/ 10623 Dated: 23rd Oct, ., 2007.

A copy is forwarded to all the Heads of the Departments (concerned with Plan) for information and necessary action.

Sd/-

Director Planning

Endst. No. 1/9-BM-PSPB (PC-II)-2007/ 10624 Dated: 23rd Oct, ., 2007.

A copy is forwarded to the Principal Secretary to Government of Punjab, Department of Finance with the request to depute an officer to attend the meetings.

Sd/-

Director Planning

Endst. No. 1/9-BM-PSPB (PC-II)-2007/ 10625 Dated: 23rd Oct, 2007.

A copy is forwarded to the PS/ FM, for the kind information of Hon'ble Finance Minister, Punjab.

Sd/-

Director Planning

Endst. No. 1/9-BM-PSPB(PC-II)-2007/ 10626 Dated: 23rd Oct, ., 2007.

A copy is forwarded to the PS/VC for kind information of Vice Chairman, Punjab State Planning Board.

Sd/-

Director Planning

Endst. No. 1/9-BM-PSPB(PC-II)-2007/ 10627 Dated: 23rd Oct, ., 2007.

A copy is forwarded to the PS/CS for kind information of Chief Secretary, Punjab.

Sd/-

Director Planning

Endst. No. 1/9-BM-PSPB(PC-II)-2007/ 10628 Dated: 23rd Oct, ., 2007.

A copy is forwarded to the Director (Admn.), PSPB with the request to make arrangements for refreshments and cleanliness of the committee room of Punjab State Planning Board for the smooth holding of the bilateral meetings.

Sd/-

Director Planning

Endst. No. 1/9-BM-PSPB(PC-II)-2007/ 10629 Dated: 23rd Oct, ., 2007.

A copy is forwarded to all the Deputy Directors, PSPB for information and necessary action. They are requested to ensure that the Plan proposals from the concerned departments are received in the Planning Department by the due date positively.

Sd/-

Director Planning

CC:

- (i) PS/SP
- (ii) PA/SSP
- (iii) Dir (J)/Dir.(C).

## **List of Administrative Secretaries**

1. Principal Secretary, Information and Technology, Punjab.
2. Financial Commissioner, Revenue, Punjab.
3. Principal Secretary, Food and Civil Supplies, Punjab,
4. Principal Secretary, Technical Education and Industrial Training, Punjab.
5. Principal Secretary, Health and Family Welfare, Punjab.
6. Principal Secretary, Home Affairs & Justice, Punjab.
7. Financial Commissioner, Animal Husbandry, Dairy Dev and Fisheries, Punjab.
8. Principal Secretary, Sports and Youth Services, Punjab.
9. Principal Secretary, Printing and Stationary, Punjab.
10. Financial Commissioner, Excise & Taxation, Punjab.
11. Principal Secretary, Transport, Punjab.
12. Principal Secretary, Public Relations, Punjab.
13. Principal Secretary, Tourism, Punjab.
14. Principal Secretary, Water Supply and Sanitation, Punjab.
15. Principal Secretary, Defence Services Welfare, Punjab
16. Financial Commissioner, Co-operation, Punjab.
17. Principal Secretary, Industries and Commerce, Punjab.
18. Principal Secretary, Local Government, Punjab.
19. Principal Secretary, Labour and Employment, Punjab
20. Principal Secretary, Cultural Affairs, Punjab.
21. Financial Commissioner, Development, Punjab.
22. Financial Commissioner, Forestry and Wild Life, Punjab
23. Secretary, Irrigation, Punjab.
24. Secretary Power, Punjab.
25. Secretary, School Education, Punjab.
26. Secretary, PWD (B&R), Punjab.
27. Secretary, Employment Generation, Punjab.
28. Secretary, Housing and Urban Development, Punjab.
29. Secretary, Rural Development and Panchayats, Punjab.
30. Secretary, Science Technology and Environment, Punjab.
31. Secretary, Personnel, Punjab.
32. Secretary, Welfare of SCs and BCs, Punjab.
33. Secretary, Medical Education and Research, Punjab.
34. Secretary, Civil Aviation, Punjab.
35. Secretary, Social Security, Women and Child Development, Pb.
36. Secretary Higher Education, Punjab.
37. Commissioner, NRI's Affairs.
38. Managing Director, PIDB, Punjab.
39. Director, Vigilance, Punjab

**ANNEXURE**

**Schedule for Bilateral meetings for:**

- (i) **Annual Plan 2008-09;**
- (ii) **Scheduled Castes Component for the Annual Plan 2008-09;**
- (iii) **Women Component for the Annual Plan 2008-09;**

| <b>Date: 1/11/2007</b> |  |  |                        |
|------------------------|--|--|------------------------|
| SN                     | Administrative Secretaries   | Department(s)/ Sub-heads   | Time                   |
| 1                      | 2  | 3  | 4                      |
| 1.                     | Secretary,<br>School Education   | 1) DPI (Primary)<br>2) DPI (Secondary)<br>3) Director, SCERT   | 10.00 AM               |
| 2.                     | Secretary,<br>Higher Education and<br>Languages                                | 1) DPI (Colleges)<br>2) Director, Languages  | 11.00 AM               |
| 3.                     | Principal Secretary,<br>Sports & Youth Services<br>and Printing and Stationary | 1) Sports and Youth<br>Services<br>2) Printing and<br>Stationery.                                    | 11.30 AM<br>12.00 Noon |
| 4                      | Secretary,<br>Science Technology and<br>Environment                            | 1) PSCST<br>2) PEDA<br>3) Punjab<br>Pollution Control<br>Board                                       | 12.15 PM               |
| 5                      | Financial Commissioner<br>Forestry & Wild Life.                                | Forestry and Wild<br>Life.   | 1.00 PM                |
| 6                      | Financial Commissioner<br>Development  | 1) Agriculture<br>2) Horticulture<br>3) PAU, Ludhiana<br>4) Soil and Water<br>Conservation<br>5) RDF | 3.00 PM                |
| 7                      | Principal Secretary,<br>Information and Technology.                            | Information and<br>Technology.   | 4.00 PM                |

| <b>Date:2/11/2007</b> |  |   |          |
|-----------------------|--|---|----------|
| SN                    | Administrative Secretaries   | Department(s) /Sub-heads                                      | Time     |
| 1                     | 2  | 3   | 4        |
| 1.                    | Secretary,<br>Rural Development and<br>Panchayats                    | Rural Development<br>and Panchayats<br>including IRD          | 10.00 AM |
| 2.                    | Commissioner,<br>NRI Affairs and M.D, PIDB                           | 1) NRI Affairs<br>2) PIDB                                     | 11.00 AM |
| 3.                    | Secretary,<br>Social Security and Women<br>and Child Dev.            | Social Security and<br>Women and<br>Child Dev. &<br>Nutrition | 11.30 AM |
| 4.                    | Secretary,<br>Welfare of SCs and BCs.                                | Welfare of SCs and<br>BCs                                     | 12.30 PM |
| 5                     | Principal Secretary,<br>Irrigation and Power                         | 1) Irrigation<br>and Flood Control<br>. 2) PSEB, Patiala      | 3.00 PM  |
| 6                     | Principal Secretary,<br>Technical Education &<br>Industrial Training | 1)<br>Technical Education<br>2) Industrial Trg.               | 4.00 PM  |

| <b>Date:5/11/2007</b> |  |   |            |
|-----------------------|--|---|------------|
| SN                    | Administrative Secretaries   | Department(s) /Sub-heads  | Time       |
| 1                     | 2  | 3   | 4          |
| 1.                    | Financial Commissioner, Animal Husbandry, Dairy Dev. And Fisheries | 1) Animal Husbandry,<br>2) Dairy Development<br>3) Fisheries            | 10.00 AM   |
| 2.                    | Financial Commissioner, Taxation.                                  | Excise & Taxation   | 11.00 AM   |
| 3.                    | Financial Commissioner, Cooperation                                | Cooperation   | 11.30 AM   |
| 4                     | Financial Commissioner, Revenue.                                   | 1) Administrative Complexes at Distt./ Tehsil level.<br>2) Land Records | 12.00 Noon |
| 5                     | Secretary, PWD(B&R)  | Roads & Bridges   | 12.30 PM   |

| <b>Date: 6/11/2007</b> |   |   |            |
|------------------------|---|---|------------|
| SN                     | Administrative Secretaries                                | Department(s)/ Sub-heads  | Time       |
| 1                      | 2   | 3   | 4          |
| 1.                     | Principal Secretary, Industries and Commerce              | Industries and Commerce   | 10.00 AM   |
| 2.                     | Principal Secretary, Cultural Affairs.                    | Cultural Affairs  | 10.45 AM   |
| 3                      | Principal Secretary, Tourism.                             | Tourism   | 11.15 AM   |
| 4                      | Principal Secretary , Transport                           | 1) Punjab Roadways<br>2) PRTC                                   | 12.00 Noon |
| 5                      | Secretary, Civil Aviation                                 | Civil Aviation  | 12.30 PM   |
| 6                      | Principal Secretary, Health and Family Welfare            | 1) Health and Family Welfare.<br>2) Ayurveda,<br>3) Homeopathy. | 3.00 PM    |
| 7                      | Secretary, Medical Education and Research and Information | Medical Education and Research                                  | 4.00 PM    |

| <b>Date: 7/11/2007</b> |  |   |                        |
|------------------------|--|---|------------------------|
| SN                     | Administrative Secretaries                       | Department(s) /Sub-heads                      | Time                   |
| 1                      | 2  | 3   | 4                      |
| 1.                     | Principal Secretary, Local Govt.                 | 1) Urban Water Supply<br>2) Urban Development | 10.00AM                |
| 2.                     | Principal Secretary, Water Supply and Sanitation | Rural Water Supply and Sanitation             | 10.45 AM               |
| 3.                     | Secretary, Housing                               | Housing                                       | 11.30 AM               |
| 4.                     | Secretary Personnel & General Administration     | 1) MGSIPA<br>2) Hospitality                   | 12.00 Noon<br>12.15 PM |
| 5                      | Principal Secretary, Food & Civil Supplies.      | Civil Supplies.                               | 12.30 PM               |

| <b>Date: 7/11/2007</b> |  |   |         |
|------------------------|--|---|---------|
| SN                     | Administrative Secretaries                       | Department(s) /Sub-heads                              | Time    |
| 1                      | 2  | 3   | 4       |
| 6                      | Principal Secretary,<br>Defence Services Welfare | Defence Services<br>Welfare                           | 12.45PM |
| 7                      | Principal Secretary, Public<br>Relations         | Public Relations                                      | 1.15 PM |
| 8                      | Principal Secretary,<br>Home Affairs and Justice | 1) Jails<br>2) Police Stations/<br>Lines<br>3) Courts | 3.00 PM |
| 9                      | Principal Secretary,<br>Labour & Employment.     | Labour &<br>Employment                                | 3.45 PM |
| 10                     | Secretary, Employment<br>Generation.             | Employment<br>Generation                              | 4.00 PM |
| 11                     | Director, Vigilance Bureau                       | Vigilance Bureau                                      | 4.30 PM |

**RAJEEVA RATNA SHAH**

***Member –Secretary***  
**Government of India**  
**Planning Commission**  
**Yojana Bhavan, Parliament Street**  
**New Delhi-110001**  
**Tele:23096574, Fax: 23096575**  
**E-mail:rrshah@nic.in**

**October, 11, 2007**

Dear Shri Singh,

I am writing in connection with the proposed work programme for finalizing the Annual Plan of States for 2008-09.

2 The targeted annual average rate of growth, plan priorities sectoral policies and thrust areas for inclusive growth in the economy are highlighted in the Approach Paper to the Eleventh Five Year Plan, approved by the National Development Council. These need to be kept in view along with the potential and constraints present in each State, while formulating the Annual Plan (2008-09) of your State.

3 I expect that you would have already initiated preparation of District Plans as part of the draft Annual Plan of your State for 2008-09. I would request you to expedite the preparation of the draft State Annual Plan 2008-09 assuming an increase of 10% over the Central Assistance provided in 2007-08 and to ensure that the proposals are sent to the Planning Commission by 10<sup>th</sup> November, 2007.

4. Adviser (Financial Resources) vide his letter No. 4/1/2007, dated 9<sup>th</sup> October, 2007 has already requested the Finance Secretary of your State to furnish the requisite data to hold a discussion on the resource position of the State. We propose to hold official level resource discussions with the State Governments for Annual Plan 2008-09 beginning in the first week of November and continuing upto mid December, 2007. Deputy Chairman, Planning Commission would like to meet the Chief Minister of your State between last week of November, 2007 and 31<sup>st</sup> January, 2008 to discuss Plan priorities and related issues to work out the appropriate resource-based Plan size for Annual Plan 2008-09.

5. In the last three years, immediately after the Deputy Chairman and Chief Minister level meeting, our effort has been to hold the official level Working Group meeting. Most of the States have cooperated in our endeavor which has enabled early finalization of the sectoral composition of the Plan and issue of the Approved Annual Plan outlay. I solicit your cooperation to continue this arrangement to hold a two day meeting with the State Governments for finalization of Annual Plan 2008-09. On the first day, Deputy Chairman will hold discussions with the Chief Minister to arrive at an agreement on priorities and to finalize the size of the Plan. On the second day, Working Group discussions will be held by the Member/ State Plan Adviser concerned with the Chief Secretary and State Government officials to finalize the sectoral outlays. The Planning Commission will issue the Scheme of Financing and Approved Sectoral Outlays within ten days of the aforesaid meeting. The proposed schedule for the Annual Plan exercise for 2008-09 is indicated in the Annexure to this letter.

6. In the recent past, the Planning commission has emphasized the importance of earmarking outlays for Special Component Plan, Tribal Sub-Plan and schemes covered under Bhart Nirman and Flagship programmes of the Government It has been observed that some States have, in the past, not been able to fully utilize the Central allocation for these important schemes because of inadequate provision made in the State Plan towards the counterpart funding required from the States. This also led to delay in the issue of Planning Commission's letter conveying approval of Annual Plan of States. I urge you to provide adequate State share of resources for the aforesaid

schemes so that the State is not deprived of Central share of resources provided for them.

7. Joint Secretary (State Plans) in the Planning Commission would shortly forward to your Planning Secretary a set of formats for inviting proposals for Annual Plan (2008-09).

8. I look forward to your cooperation and support in completing the Annual Plan exercise for 2008-09 on schedule.

Yours sincerely,

Sd/  
(RAJEEVA RATNA SHAH)

Shri Ramesh Inder Singh,  
Chief Secretary,  
Government of Punjab,  
Chandigarh-160017.



**Schedule for Annual Plan exercise for 2008-09**

|   |   |
|---|---|
| <b>Last date of receipt of draft Plan Document from States and Union Territories.</b> | <b>10<sup>th</sup> November, 2007.</b>                                  |
| <b>Official level resource discussions.</b>   | <b>6<sup>th</sup> November-15<sup>th</sup> December, 2007.</b>          |
| <b>Two days meeting Deputy Chairman- Chief Minister/ Working Group discussions.</b>   | <b>26<sup>th</sup> November, 2007 to 31<sup>st</sup> January, 2008.</b> |
| <b>Issue of finalized Sectoral Outlays and Scheme of Financing.</b>                   | <b>Within ten days of the above meeting.</b>                            |