

CITIZEN'S CHARTER

1. INTRODUCTION

The Department of Urban Development earlier was known as The Directorate of Municipal Administration. The Director of Urban Development has been appointed by the Government under Section 71 of the Goa Municipalities Act, 1968 having jurisdiction to the entire state of Goa.

2. AIMS AND OBJECTIVES OF DEPARTMENT

This Department has been established by the Government of Goa to achieve following aims and objectives through its Administrative set up.

- (a) To exercise supervisory powers over the Municipal Council and over Corporation of the City of Panaji within the frameworks of the provision of Goa Municipalities Act, 1968 and the City of Panaji Corporation Act, 2002.
- (b) To sanction grant in aid to the Urban Local Bodies for taking up various developmental Projects including Solid Waste Management.
- (c) To sanction grant in aid to the Urban Local Bodies for the payment of D.A. to Municipal Employees and Salary of Employees belonging to the Common Cadre staff controlled by this Department.
- (d) To implement the Report of Finance Commission and to release funds to the Local Urban Bodies accordingly.
- (e) To implement the direction received from the Ministry of Urban Department, New Delhi.
- (f) To exercise the power conferred under Section 293, 297, 298, 305 and to exercise Control under Chapter XXII of the Goa Municipalities Act, 1968.

4. **Vision for future**

1. To ensure completion of Solid Waste Management facilities in all the Municipal Councils/Corporation expeditiously and in a time bound manner.
2. To ensure full utilization of State development grants in Municipal Councils/Corporation.
3. To ensure taking up of maximum revenue generating projects under Goa State Urban Development Agency.
4. Timely completion of works and to ensure complete utilization of all the funds received through Jawaharlal Nehru National Urban Renewal Mission (JNNURM).
5. To ensure that the basic preparatory work is carried out by all the Urban Local Bodies for switching over from the Single Entry System of Accounting to the Accrual Based Double Entry System of Accounting from 2013-14. The Accrual Based Double Entry System of Accounting is a reform to be undertaken in the Urban Local Bodies under the JNNURM.
6. To set up Urban Poverty Cell with the assistance of the RCUES of the All India Institute of local Self Government, Mumbai, so that all Urban Poverty Schemes of the Central Government are implemented in all the Urban Local Bodies.
7. To develop open spaces for recreation and sports under IDMT Schemes to support urban children's involvement in recreation and sports in urban areas as per the policy decision taken by the Government.

**Organizational Chart of Department of Urban Development (Municipal Administration),
Panaji.**

Director of Urban Development

Additional Director of Urban Development

**Administrative Section
Section**

Planning Cell

Accounts

**Head Clerk (2)
Officer**

**Engineering Assistant
Research Assistant**

Jr. Stenographer

Assistant Accounts

**U.D.C. (5)
(1)**

**L.D.C. (5)
ACCOUNTANT (1)**

PEON (2)

**DRIVER (2)
Investigator (1)**

U.D.C.

CLERK (1)

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ACCOUNTS

PEON(1)

L.D.C. (1)