

Government of West Bengal
Department of Panchayat & Rural Development
Jessop Building, 63, Netaji Subhas Road, Kolkata-700 001

No.3276(18)/PN/O/I/1S-5/2012

Dated: 11.06.2012

From : D. K. Pal, Joint Secretary to the
Government of West Bengal

To: The District Magistrate

..... (All)

Sub: Further clarification on Guidelines for survey for determination of population of Backward Classes in West Bengal required for reservation of seats in Panchayat Elections

Madam / Sir,

I am directed to request you to refer to the first Guideline communicated vide this Department's No.2572/PN/O/1/1S-5/2012 dated 25.04.2012 and to the clarification subsequently issued on the said Guidelines by this Department vide No.2663/PN/O/1/1S-5/2012 dated 02.05.2012 and No.2896/PN/O/1/1S-5/2012 dated 15.05.2012 in connection with the above survey and to further issue the following clarifications –

1. A form has been devised for receipt of claims and objections regarding inclusion, correction etc. after publication of the draft lists of households and the same is enclosed for taking further necessary from your end. This form need not be printed; sufficient copies of the form may be photocopied as per necessity.
2. In case the head of any household or any other respondent refuses to provide relevant information at the time of enumeration, the Enumerator will try to convince the members of the household regarding the purpose and importance of obtaining such information. If he cannot convince the said household, he will intimate such incident to the respective Assistant Supervisor/Supervisor. Then the Assistant Supervisor/Supervisor will visit the concerned households and try to convince the members of the household regarding necessity of providing the related information. If he also becomes unsuccessful in convincing them, then the matter will be referred to the concerned Block Development Officer. If the attempt of the Block Development Officer also does not yield any result, then the Enumerator will note in the remarks column of the format that the said household has refused to provide the relevant information.
3. No format is prescribed by this Department for record of disposal of claims and objections. Indeed, the Assistant Supervisors and the Supervisors will maintain in a register records of disposal of claims and objections mentioning specifically the nature of claims or objections, as the case may be, a summary procedure of conduct of hearing and the decision arrived at and other details as may be necessary.

4. In case any respondent belonging to any household is unable to put signature or LTI owing to infirmity or any other valid reason, the Enumerator will record the fact in the 'remarks' column of the Household format and put his signature.

Yours faithfully,

Joint Secretary to the
Government of West Bengal

No.3276(18)/1(39)/PN/O/I/1S-5/2012

Dated: 11.06.2012

Copy forwarded for information and necessary action to:

1. The Secretary, Backward Classes Welfare Department, Government of West Bengal.
2. The Secretary, West Bengal State Election Commission.
3. The Commissioner, P&RD, West Bengal.
4. The Additional District Magistrate looking after Panchayats,.....(All)
5. The District Panchayats & Rural Development Officer,.....(All)

Joint Secretary to the
Government of West Bengal