

**GOVERNMENT OF PUNJAB
ECONOMIC & STATISTICAL ORGANISATION
S.C.O.No.35-36, Sector 17-E, Chandigarh**

Right to Information Act-2005.

Manual VIII **A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.**

The District Planning & Development Committees have been constituted vide Punjab District Planning Committees Act-2005 Committees are held at District Head Quarters as per guidelines.

**GOVERNMENT OF PUNJAB
DEPARTMENT OF PLANNING
(LOCAL PLAN DIVISION)**

To

All the Deputy Commissioners in the State.

Memo No. 2/1/PSPB-LPD-II/2006/9583

Dated Chandigarh the 5th July,2006.

Subject:- Guidelines regarding Constitution of District Planning Committees in each district of the State as per 74th Constitutional Amendment, 1992.

Kindly refer to the subject cited above.

2. As per the Punjab District Planning Committees Act, 2005 (copy enclosed) issued vide Notification No. 35-LEG/2005, dated 28.11.05, the District Planning Committees are to be constituted in each district of the State. The total number of members of the said committee have been calculated on the basis of population criteria given in sub-section (2) of Section 3 of the said Act, the detail of which is given below:-

3. The 1/5th number of members are to be nominated by the State Government. For the 4/5th of the member which are to be elected from amongst the Zila Parishad members and from members of the urban local bodies, you are requested to hold the elections in your district as per procedure given below and send the list of elected members to the Planning Department within 15 days so that the District Planning Committees may be constituted by the State Government at the earliest possible:-

3.1 For election of the members from rural areas, the Electoral College would consist of directly elected members of Zila Parishad. For election of members from urban areas, Electoral College would consist of directly elected members/ Councilors of Municipal Corporations/ Municipal Councils/Nagar Panchayats.

3.2 The Deputy Commissioner or any other officer appointed by him not below the rank of an Extra Assistant Commissioner would call a meeting of all the directly elected Zila Parishad members and a separate meeting of all directly elected members of the Urban Local Bodies (Municipal Corporations/Municipal Councils/Nagar Panchayats) for election of members to be taken on the District Planning Committees, from amongst them, after giving 7 days notice indicating therein the total number of members to be elected and time schedule for holding elections, as per specimen given in Form 3.2.

3.3 2/3rd of the total directly elected members would constitute a quorum for conducting the meeting for election.

3.4 When the members assemble at the time and place intimated to them as per time schedule given in Form 3.2, the Presiding Officer will supply them nomination form, (as per specimen given in Form 3.4) who may be willing to contest election for being members of the DPCs. The members would fill this form and hand it over to the Presiding Officer by the specified time.

3.5 The Presiding Officer will then conduct scrutiny of the nomination forms to ensure that the same are in order and as per electoral college

3.6 Any member may withdraw his candidature by filling Form 3.6 which will be handed over by him to the Presiding Officer by the time specified in Form 3.2.

3.7 Immediately after the said process, the Presiding Officer will prepare the final list of contesting candidates and get it printed on the Column 2 of the ballot paper (specimen in Form 3.7).

3.8 If the total number of contesting candidates is less than or equal to the number of vacancies to be filled, there will be no election and all such members will be declared to be duly elected.

3.9 If the number of contesting candidates is the more than the vacancies to be filled, the Presiding Officer would supply them a ballot paper (as per specimen in Form 3.7) which will be serial numbered and ask them to mark () against the name of the person to whom he wants to elect and mark (X) to whom he does not want to elect. The ballot paper should be filled up by Presiding Officer except column No.3 against names of contesting candidates. At the time of issuing a ballot paper to a voter, the Presiding Officer will sign in full on the ballot paper, record the serial number thereof in the counterfoil of the ballot paper, put the official seal and also mark the name of the voter in the voter list.

3.10 After receiving the ballot paper, the voter would mark the necessary signs () or (X) on the ballot paper, fold it and insert in it into the ballot box.

3.11 On the same day and at the time as per time schedule given in Form 3.2, the Presiding Officer will open the ballot box and count the number of ballot papers taken out there from.

3.12 The Presiding Officer will reject a ballot paper if it bears any mark or writing by which the voter can be identified; or if no vote is recorded thereon; or if voter is in favour of candidates more than the vacancies to be filled or if the mark indicated thereon is placed in such a manner as to make it doubtful to which candidates the vote has been given; or if it is spurious ballot paper; or if it does not bear both the official seal and the signature of the Presiding Officer.

3.13 After completion of counting, the Presiding Officer will record in a statement, the total number of votes polled by each candidate and announce the result.

3.14 If quorum of the meeting is not fulfilled and the meeting is adjourned, another meeting will be convened by the Presiding Officer by giving not less than 24 hours notice to the members. No quorum will be necessary for the adjourned meeting.

3.15 If, at the bottom, two or more members get the same number of votes, the matter will be decided by draw of lots.

3.16 The Deputy Commissioner would keep in safe custody all papers relating to the elections. However, on the expiry of six months from the date of publication of the names of the elected members of the District Planning Committee, all the papers relating to the election may be destroyed.

3.17 If any vacancy arises due to any reason, it will be filled up with the same procedure from the same source from which it has occurred.

3.18 If the total number of directly elected Zila Parishad/Urban Local Bodies members, as the case may be, is less than or equal to the number of vacancies to be filled, there will be no election and such members will be declared to be duly elected.

3.19 The Deputy Commissioner will send the list of elected candidates to the State Planning Department on the same day both by speed post as well as by Fax.

(R.L.Mehta)
Special Secretary Planning

Endst.No.2/1/PSPB-LPD-II/2006/

Dated 5th July, 2006.

A copy is forwarded to the following:-

- i) Private Secretaries of Ministers/ Ministers of State for the kind information of Hon'ble Ministers/ Ministers of State. PSCM
- ii) Special Secretary/ FM for the kind information of Hon'ble Finance and Planning Minister, Punjab.
- iii) Secretary/CS for the kind information of Chief Secretary, Punjab.

Special Secretary Planning.

**PUNJAB GOVERNMENT GAZETTE
EXTRAORDINARY
Published by Authority**

**CHANDIGARH, MONDAY, NOVEMBER 28, 2005
(AGRAHAYANA 7, 1927 SAKA)**

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PART I

DEPARTMENT OF LEGAL AND LEGISLATIVE AFFAIRS, PUNJAB

Notification

The 28th November, 2005

No.35-Leg./2005.- The following Act of the Legislature of the State of Punjab received the assent of the Governor of Punjab on the 22nd November, 2005 and is hereby published for general information:-

THE PUNJAB DISTRICT PLANNING COMMITTEES ACT, 2005

(Punjab Act No.22 of 2005)

An Act to provide for the constitution of the District Planning Committees with a view to consolidate the plans prepared by the Panchayats and the Municipalities in the districts and to prepare the draft development plans for the districts as a whole in the State and for the matters connected therewith and incidental thereto.

Be it enacted by the Legislature of the State of Punjab in the Fifty-sixth Year of the Republic of India.

1.(I) This Act may be called the Punjab District Planning Committees Act, 2005. Short title and
Commencement

(2) It shall come into force at once.

2. In this Act, unless the context otherwise requires- Definitions

(a) "Chairperson" means the Chairperson of the Committee chosen under sub-section (3) of section 3;

(b) "Committee" means the District Planning Committee Constituted under sub-section (1) of section 3;

(c) "district" means a revenue district in the State;

(d) "member" means a member of the Committee and includes its Chairperson;

(e) "Municipality" shall have the same meaning as assigned to it under clause (e) of Article 243-P of the Constitution of India;

(f) "Panchayat" shall have the same meaning as assigned to it under clause (f) of Article 243-P of the Constitution of India;

(g) "population" means the population as ascertained at the last preceding census of which the relevant figures have been published;

(h) "prescribed" means prescribed by rules made under this Act;

(i) "section" means section of this Act;

(j) "State" means the State of Punjab; and

(k) "State Government" means the Government of the State of Punjab

Constitution
of District
Planning
Committee.

3. (1) There shall be constituted a Committee to be called the District Planning Committee by the State Government for every district in the State to consolidate the plans prepared by the Panchayats and the Municipalities in the district and to prepare a draft development plan for the district as a whole.

(2) The number of members of a District Planning Committee constituted under sub-section (1), shall be calculated as per population of the district concerned according to the following criteria, namely:-

- | | |
|---|---------------------|
| (a) District having population,
Not exceeding ten lacs; | Fifteen members |
| (b) Districts having population
exceeding ten lacs, but not exceeding twenty lacs; and | Twenty four members |
| (c) Districts having population
exceeding twenty lacs. | Forty Members |

(3) The Chairperson of the Committee shall be chosen from amongst the members of the Committee by the State Government by nomination.

(4) The seats of the members of the Committee shall be filled by election, from amongst the elected members of the Panchayat at the district level and of the Municipalities in the district, and by nomination.

(5) Not less than four-fifths of the total number of members of the Committee shall be elected by, and from amongst the elected members of the Panchayat at the district level and of the Municipalities in the district in proportion to the ratio between the population of the rural areas and of the urban areas in the district.

(6) One-fifth of the total number of members of the Committee, which may include the Members of the Legislative Assembly and other persons also, shall be nominated by the State Government.

(7) The Deputy Commissioner of the district shall be the ex-officio Secretary of the Committee.

(8) The Additional Deputy Commissioner (Development) of the district shall be the ex-officio Additional Secretary of the Committee.

(9) The Deputy Economic & Statistical Adviser of the District shall be the ex-officio Joint Secretary of the Committee.

4 (1) The term of an elected member of Committee shall be co-terminus with the term of the Panchayat at the district level or a Municipality, as the case may be, of which he is a member.

(2) The term of a nominated member including the Chairperson, shall be one year. However, a nominated member shall be eligible for re-nomination after the expiry of his first term.