

ANNUAL ADMINISTRATION REPORT OF CANTONMENT BOARD, BARRACKPORE FOR THE YEAR 2019-2020

1. CONSTITUTION OF THE BOARD

Barrackpore is a Category – II Cantonment as per Cantonments Act 2006. The normal Board consists of Fourteen Members of whom seven are elected members. During the year under report the following held the offices of: -

PRESIDENT	Brig N R Jakhar, SM**	01.04.2019 to 31.03.2020
C.E.O	Shri Anant Aakash	01.04.2019 to 31.03.2020

2. ELECTIONS

Term of Elected Members has expired on 10.02.2020. However, term of office of all the elected members has been extended for a period of six months beyond 10.02.2020 or till the date of constitution of the Board, whichever is earlier.

3. REVENUE

(i) Measures taken to Augment Revenue

Various Cantonment taxes were revised. All sources of Non-tax revenue were analyzed and lower ones were identified and revised as per current market conditions. Triennial Assessment for the periods 2018-21 has already been completed.

(ii) Comparison of Tax Rates with Neighboring Municipality Tax rates

→ Neighbouring Municipalities levied property tax on consolidated basis. All taxes levied in the neighbouring municipalities are levied by the Board.

→ Comparison of Tax rates with neighbouring Municipality Tax rates are as follows:

Name of Taxes	Rate of Taxes	
	In Cantt. Board	In neighboring Municipality
House + Conservancy + Water + Lighting	On annual value of: Upto 3000/- -- 26% 3001/- to 6000/- -- 30% 6001/- to 10000/- --34% 10001/- to 15000/- - 38% 15001/- and above -- 43%	On annual value of : Upto 999/- (ALV/100) + 10% Above 999/- (ALV / 100) + 10%
	Maximum house Tax 17% on Annual Rental Value	Property Taxes not to exceed 30% of Annual Letting Value

(iii) Percentage Recovery of Property Tax against total demand during the year :

→ 82% were collected. Non recovery of the rest 18% is due to non-traceability of HOR, Hired/Resumed Bungalows by DEO and outbreak of Covid-19. (43% of arrear was also collected)

4. **WATER SUPPLY**

The Board has their own independent storage and distribution network. Water is taken from Kolkata Municipal Corporation (KMC) in bulk and distributed through Boards own network. The per capita supply of water per day is 135 liters. To meet the future demands the Board has entered into an agreement with KMWS&A for supply of 0.8 MGPd water in Bungalow and civil area. Proposal for construction of overhead reservoir at Orderly Bazar has also been submitted to the IIT Kharagpur for their vetting of design. 153 new connections were given during the year under report.

5. **PUBLIC WORKS**

The Board undertook many improvement works in the Cantt, which are as under:-

a)	Buildings	:	Rs. 1,56,36,980.00
b)	Roads	:	Rs. 73,00,552.00
c)	Drainage	:	Rs. 96,33,216.00
d)	Water Supply	:	Rs. 7,49,125.00
e)	Store	:	Rs. 4,27,997.00
e)	Miscellaneous	:	Rs. 1,10,33,573.00

ORIGINAL WORKS

NIL

6. EDUCATION

(i) Schools

The Board maintains two Primary Schools (I to IV) with Hindi and Bengali medium classes having over 426 students, out of which 179 are girls mostly from BPL families. Class-I has been converted into English Medium from the academic year 2019.

(ii) School Management Committee

During the year 05 meetings in Rabindra Nath Tagore Primary School & 06 meetings in Ishwar Ch. Vidyasagar Primary Schools were held.

The Committee exercises following powers:

- (a) Due and proper supervision in r/o all academic and non-academic interests of the School,
- (b) Meet once monthly (or more frequently as required) go into the issues involved.
- (c) Prepare three yearly roll on development plans every year by mid July, have them approved by the Board/Competent Authority (as required) and implement the same.
- (d) Administered fund and resources given to their disposal or vested with them in the best interests of the school and its children.

(iii) Vocational Training

Board has provided Vocational training on Beauty therapy & Hair Dressing for 30 Girls which was completed in Dec, 2019. New vocational training will be started very soon.

(iv) Promotion of Education

Merit prizes are given to the meritorious students as per recommendation of School Management Committee. School uniforms and books are issued to students free of cost.

(v) Any other Initiative to promote Education

Periodical health checkup camps for children are carried out. Extra-curricular activities like Yoga, drawing, Music and Dance have also been introduced to promote education. Mid Day Meal scheme implemented in both the schools. Smart class has been introduced in both the Schools.

7. SPECIAL MEASURES FOR CHILDREN

- (i) Differently abled children (steps taken to identify such children, facilities created to look after such children and educate them)

→ Centre for differently abled children named 'Kishlay' running successfully with 20 Nos. of children.
- (ii) Children of Migrant Labours (Steps taken to identify such children and to educate them)

→ No children of Migrant Labour had been found in Barrackpore Cantonment.

8. ENVIRONMENT AND SANITATION

(i) General Sanitation

- (a) Door to Door segregated garbage collection is being implemented in entire Cantt. Area (including Sadar Bazar & Orderly Bazar civil area and Military & Bungalow area) alongwith removal of rubbish from common points through covered garbage trailers.
- (b) Hospital waste or Bio- Medical waste is disposed-off through specialised Govt. recognised agency.
- (c) Proper cleaning of public places, parks, gardens, senior citizen parks etc. are being done by using bush cutter machine, lawn-mower machine, tree pruner machine on daily basis. And also, mechanized equipment such as – Muljet Compressor, JCB & Dumper Machine is being used to clean roads, streets and pavements spick and span and bus stand etc.
- (d) Mechanical devices such as cess pool cleaner is being used to clean septic tanks. JCB machine is used for de-silting and cleaning of mother drains and link drains and Sewer cum Jetting machine is used for removal of sand, mud and silt from drains on regular basis.
- (e) For effective implementation of Solid Waste Management Garbage Compactor Vehicle runs on daily basis.
- (f) Regular checking of watering system & lighting system at PGLs are being carried out.
- (g) Regular monitoring on Open Defecation, Littering of Garbage in Open Public Place by unauthorized vendors and inhabitants of Barrackpore Cantt. is being carried out by this office and fine for the same is being also collected.

- (h) Onsite disposal of horticulture/garden waste is being carried out.
- (i) Twin Dustbins have also been placed at each Bus Stand & prominent public places at a distance of 100 metre for effective segregation of garbage at source.
- (j) Colour coded dustbins have been provided to each holding including Sadar Bazar & Orderly Bazar civil area and Military & Bungalow area for the segregated garbage collection at source.
- (k) Ban on use of Polythene (give brief on steps taken, prosecutions, etc.)

Cantonment Board Barrackpore considered & approved the ban on use of polythene bags/plastic/tea cups/serving packing materials vide CBR No. 13 dated 12.10.2018. Cantonment Board Barrackpore had made wide publicity by distributing posters, leaflets and banners at various prominent places and to all residents of Cantonment Area, requesting them not to use of any form of Plastic/ Polythene Bags/Tea Cups/Serving packing materials is a punishable offence u/s 239(5) of Cantonment Act, 2006. Spot fine upto Rs. 500 may be imposed on offenders. Effective and proper surveillance has been carried out by the official (s) to implement ban on use of plastic and polythene bags etc. Board has also considered taking a proposal to issue bags (2 nos. of each) to all households @ Rs. 30 (inclusive GST) to carry for day to day purchase of goods and motivate zero level of plastic free Cantt.

- (l) Efforts made for improvement of Solid Waste Management (Segregation, door-to-door collection, Vermiculture, etc.).
 - (a) Processing of solid Waste at trenching ground as per MSW Rule, 2016:
 Contract awarded to M/s. People's Association for Total Help & Youth Applause, for segregation, processing & composting of Garbage for Bio-degradable and Non Bio-degradable of Solid Waste at Trenching Ground as per MSW Handling Rule, 2016. And, the scope of work for the ibid service is given as under:
 - The agency had invested capital cost for complete installation of 10 TPD Plant i.e, Trammel, Conveyor, Gear operated mechanical system, plastic washer system, de-stoner, Bailing machine & shredder for the processing of mixed waste garbage in mechanical processing & proper maintenance of trenching ground including operation, handling of garbage and disposal of waste coming on daily basis& over all upkeep of the Trenching Ground, for three years.

- Disposal of prepared compost by way of selling through small packets.
- Non-biodegradable waste would be disposed off by way of making plastic cake (through Bailing Machine) of 10 kg each etc.m

(b) Bioremediation/ Bio-mining and capping of old dumped municipal waste at waste disposal site located at trenching ground :

- Bioremediation work at trenching ground is ongoing.

(iv) Tree plantation

250 Nos. trees were planted with iron tree guards during the year 2019-20 and survival rate is 90%.

(v) ODF

Cantonment Board, Barrackpore has been recertified as Open Defecation Free (ODF) Cantonment w.e.f 25.01.2019 by the Quality Council of India.

(vi) Other initiatives

(a) Swachhta Hi Sewa (SHS) Campaign was organised by the Board w.e.f 15.09.2019 to 02.10.2019 to intensify the focus on cleanliness and create an environment of cleanliness across the entire Cantt. area in the spirit of a Jan Andolan. The ibid campaign was organised involving the President Cantonment Board, other Army Officer(s), Members, general public and school children. The ibid campaign had three components namely Jagrukta Abhiyan, Shram Daan, Swachh Gandhi Jayanti. Special Cleanliness Drive, Swachhta Rallies involving general public and school children and Members were organised. Painting competition and essay writing competition on Swachhta theme were also organised. During the culminating fortnight special public awareness campaign with banners, posters and leaflets were placed at Puja Pandals. Prize and trophy distributed to best Puja Pandel and employee of this office for the Swachhta theme. Prize and trophy distributed to students for participating in various activities on the Swachhta theme such as painting and essay writing competition.

(b) Swachhta Pakhwada Campaign was also organised by the Board w.e.f 01.12.2019 to 15.12.2019 to achieve the goal of Swachh Bharat Mission, the ibid campaign was organised involving general public, school children and Members. Swachhta Pledge and Swachhta Rallies was also organised involving member, school children, school teacher and general public. Special cleanliness drive was also carried out w.e.f 01.12.2019 to 15.12.2019 using mechanised machine such as Sewer Cum Jetting Machine and JCB Machine for the removal of obnoxious vegetation, sand, mud and silt from different location of entire Cantt. area.

(c) To prevent the open defecation within Cantonment, a special drive regularized by this office on time to time. The drive focused on cleaning of public/group latrines and urinals, open drains, open spaces, public parks, dairy farm, river beds etc. and a spot fine of Rs.1000 may be imposed on offenders on performing Open Defecation within Cantonment Area. As a preventive measure Board also placed Bio-Toilet in different location.

(d) Board has also imposed the complete prohibition on burning of any kind of garbage waste, plastic rubber or any such materials in open areas. If, any person found & reported of burning of such materials, Board will impose a spot fine of Rs.2000 on offenders, as well as action will initiate as per Cantonment Act. This office also issued the notification to all OGBs regarding ibid matter.

9. PUBLIC HEALTH

(i) Hospital and dispensaries

→ The Board maintains one Hospital with 25 Beds, also equipped with a modern Pathological Lab. A Poly Clinic and Diagnostic Centre having facilities for X-ray, Ultra-Sonography and ECG. During the year under report 37,588 outdoor patients, 9007 emergency patients and 1,490 indoor patients were treated. Children were given oral Polio Vaccine through Polio Immunization Programme. Integrated Child Development Schemes are implemented. 24x7 hours Ambulance service also provided. One Homeopathy Doctor has also been engaged on contract basis. Modern Dental clinic also running in the hospital. During the year Dental X-ray machine has been procured. ELIZA machine has been procured during the period under report to detect Dengue and other diseases. Thermal scanning machines also procured for hospital.

(ii) Special measures taken for Senior Citizen

→ All senior citizens are taken care of in the Board's Hospital. Free medicines are issued to Hospital Card holders. One shed (sitting arrangements) has been constructed near Mangal Pandey Park and Dhobi Ghat at the bank of river Hooghly for Senior Citizens.

- (iii) Progress on:
- a) Kishori Clinic
 - b) Janani Suraksha Yojna
 - c) HIV Testing Facilities
 - d) Mobile dispensary
 - e) Special Medical Camp.

→ State Government has been approached to provide facilities of Kishori Clinic, Janani Suraksha Yojna and HIV testing to the Cantonment residents. Cantonment General Hospital is situated in the middle of Cantonment. Hence, facilities for Mobile Dispensary and Special Medical Camp have not been provided.

- (iv) Health Care Measures for Cantonment Board Employees & their dependents.

→ All employees are provided primary / available health care and consultation in Board's hospital. For additional / specialist care, they are referred to authorized State Govt. medical institutions.

10. GENERAL ADMINISTRATION

- (i) Status of implementation of New Pension Scheme.

→ NPS stands implemented and monthly subscription regularly remitted to NSDL.

- (ii) Public Redressal Mechanism (how complaints address and disposed off. Whether 'Samadhan' implemented)

→ Presently all complaints are disposed off through Samadhan and by personal hearing by the CEO and the Staff of the Board. The Citizen's charter is also in place.

- (iii) Audit of Accounts

→ The Accounts of the Board have been audited upto March,2020. No major irregularities have been pointed out/reported.

- (iv) Any other initiative(s) in public interest.

→ Yoga Day was organized for public;
→ Play tools Installed in schools & public parks;
→ Installed outdoor fitness equipments at various parks;
→ Compressor wash of water Pipe line in Civil Area for smooth water supply;
→ Drains at Civil area have been repaired;
→ Installation of ABS Speed Bumper on Roads in Cantt area;
→ Thermoplastic road marking paints have been carried out;
→ Retro-reflective sign Boards have been installed;

- Repair/renovation of approach area/Road at Nishan Ghat;
- Fixing of LED lights at Mangal Pandey Park;
- Installation of full figurine statue of Dr. B. R. Ambedkar;
- Public Toilet have been repaired near M. P. Park;

11. LAND RECORDS MANAGEMENT AND MODERNIZATION

- (i) Creation of IT Section (Programmer, Data Entry Operators in position vs sanctioned posts)
 - 01 Computer Programmer has been appointed.
- (ii) Status of Raksha Bhoomi implementation.
 - R/Bhoomi ver 5.0 (online) live Implemented.
- (iii) Document Management System (status, how many officers/ staffs trained during the year)
 - One new compactor has been procured for storing of files. All files have been duly kept in compactor and their locations have been updated in file management software.
 - All staffs were trained to operate Dak Management System and File Tracking System.
- (iv) Steps taken to automate office progress.
 - Multiple online services have been started for end-to-end computerization such as (Online Tax management, Online Death Birth Certificate, Online Recruitment Portal, Online Booking services, Online trade license, Online Building plan application etc.) This office has also created samadhan mobile app for easy redressal of public grievances.
- (v) Digitization of office record.
 - All important office files have been digitized and PDF version has been uploaded to server. During the period under report no new files have been scanned.

12. MARKET

- A Shopping Complex and one vegetable (Evening) market maintained by this Board.

13. FIRE FIGHTING

→ The Board takes the help from the State Govt. agencies for firefighting services.

14. BIRTHS AND DEATHS

→ During the year under report 207 births and 149 deaths were reported.

Dated, 09 June, 2020

Sd/-
(Chief Executive Officer)
President
for Cantonment Board
Barrackpore