

KHADKI CANTONMENT BOARD

ANNUAL ADMINISTRATION REPORT 2019-2020

1. CONSTITUTION OF THE BOARD

Khadki is a Category I Cantonment. The Board consist of 16 members of whom 08 are elected. During the year under report the following held the offices

President	: Brig. M.J.Kumar, SM	- 01.04.2019 to 31.03.2020
Vice President	: Shri Kamlesh S. Chaskar- Shri Duryodhan T.Bhapkar	01.04.2019 to 28.05.2019 28.05.2019 to 31.03.2020
C.E.O	: Shri Amol Jagtap Shri Pramod Kumar Singh	- 01.04.2019 to 07.06.2019 07.06.2019 to 31.03.2020

2. ELECTIONS :

No Election was held during the year.

3. REVENUE

1. Measures taken to Augment Revenue

Vehicle Entry Fees - Rates revised under Section 67 (e) of Cantonment Act 2006 vide CBR No. 5 dated 19-09-2019. Tender for collection of vehicle entry fees for 2019-20 awarded at Rs. 16,02,00,325/-

Triennial Assessment 2017-20 - The work of Triennial Assessment for revision of Annual Rateable Value has been completed with an increase of 12% in demand. 30 new properties have been assessed and added to the Property Tax register.

Proposal for revision of rates under section 67 of Cantonment Act 2006 for miscellaneous charges collected by the Board will be placed before the Board for decision.

Mangal Karyalay- Out of the total outstanding dues of Rs. 7,91,916/- against Board's Mangal Karyalay from the previous contractor, Rs. 4,12,792/- have been recovered and deposited in Cantt Fund and to recover the balance amount, case has been filed in JMFC, Kirkee. An amount of Rs. 7,88,499/- has been collected by the Board for 2019-20.

Cycle Stand- Damage charges amounting to Rs. 2,73,600/- have been recovered from the unauthorized occupants of Cycle Stand site opposite 482 OBK Road berm near Khadki Railway Station.

Velankani Festival- As every year, a sum of Rs. 30,800/- as Charges towards Temporary occupation of Govt land for sale articles, etc (as per section 348(13) of Cantt Act, 2006) on eve of Velankani festival has been collected .

Lok Adalat-13/7/2019 - Around 150 pre-litigation cases were filed in JMFC, Khadki to recover tax and Non-Tax revenue and an amount of Rs. 6,02,755/- was recovered.

Damage Charges from Wooden Cabin- An amount of Rs. 18,00,000/- on account of damage charges has been recovered from the Wooden Cabin holders.

Tenders – Currently e-tenders for Hoarding Sites and Pay & Park have been floated and approx. Rs.34,75,000/- per annum for Hoardings and Rs. 20,00,000/- per annum for Pay & Park is expected to the Board.

Bills & Notices are issued including interest/fine well in time. Collection is also made through online via HDFC gateway and Point Of Sale (POS) machine.

2. Comparison of TAX rates with Neighboring Municipality Tax Rates

Heads	PCB	PMC	PCMC	KCB	Proposed Rates
Property Tax	22 %	14% to 38%	24% to 34% (incl'd Consy. Tax 5%, Fire Tax 2%, Edu Cess 4%)	7.5% to 14.5%	NIL
Conservancy Tax	5%	16% for hotels, Malls, Hospitals having ARV more than 5000 C.T=Rs. 2000/- or 15% of ARV whichever is higher)	Additional Consy Tax of 2% for Malls, Lodges, Marriage Hall, Hotels etc	10% on the annual value of buildings without private laterines. 12% of ARV buildings with private laterines	NIL
Water Tax	4%	25%	4%	1.5% to 9%	NIL

Entertainment Tax	Subsumed in Goods and Service Tax (GST) w.e.f 01-07-2017				
Fire Cess	-	1.25%	-	-	-
Tree Cess	-	1%	1%	-	-
STP Cess	-	6%	4%	-	-
Education Cess	-	1%	3%	-	-
Employment Guarantee Tax	-	-	3%	-	-
Road Tax	-	-	2%	-	-

3. a) Percentage of Recovery of Property Tax against total Demand during the year 2019-20

Year	Percentage
Arrears 2019 – 20	9.63 %
Current 2019 – 20	59.73%

4. WATER SUPPLY

The Board does not have its own Water Supply Scheme and residents get drinking water from Pune Municipal Corporation. The per capita water supply is @ 80 liters per day. The water supply has been augmented by 25 lacs capacity overhead reservoir constructed and operationalized by Pune Municipal Corporation (PMC). Board is additionally providing water through 185 water stand posts, 101 borewells, 25 power pumps, 76 hand pumps for augmenting the supply.

Five Community Water Purifiers with ATM are installed at the following locations:-

- 1) PMT Bus Stop
- 2) Cantonment Square Market
- 3) Khadki Business Centre
- 4) Range Hill Market
- 5) Sanjay Gandhi Market

13 numbers Community Water Purifiers without ATM are installed on borewells on the following locations:-

- 1) One each in eight wards
- 2) One each in three school premises
- 3) One in Khadki Cantonment Board Office
- 4) One in Dr. Babasaheb Ambedkar Cantonment General Hospital

5. **PUBLIC WORKS**

Following public works were executed during the year 2019-20 :

Building (Original)	-	Rs. 4,15,47,585/-
(Maintenance)	-	Rs. 3,27,51,834/-
Roads	-	Rs. 2,91,57,981/-
Drainage	-	Rs. 1,25,42,513/-
Water Supply	-	Rs. 28,56,956/-
Misc Improvements (Original)	-	Rs. 9,92,596/-
(Maintenance)	-	Rs. 2,16,41,363/-

6. **EDUCATION :**

(i) **School**

The Board maintains four High Schools, four Primary Schools and One Junior College (Urdu Medium) with 2300 students and 75 qualified teachers on their strength. Cent percentage grant is sanctioned during year 2019-20. However, the same is not received from the State Government yet and is under process. The Board is also running One English Medium School namely, "Col. Bhagat English Medium School" with Classes from LKG to Std.Xth.

School Management Committee (SMC)

SMC's are constituted as per Rules. The SMC has been delegated the duties and powers such as monitoring the working of the Schools, to prepare and recommend School Development plan, monitor the utilization of Grants received from the Government/Local authority or any other source, to ensure proper cleanliness in the School. SMC meetings are held regularly in each School.

Vocational Training

Computer Fundamentals, MS Office, Basic Tailoring classes are conducted for the girl students in the premises of Board's Lal Bahadur Shastri High School. From the year 2016-17, Multi Skill & Automobile Repairing Course has been started under the Rashtriya Madhyamik Shiksha Abhiyan in Lokmanya Tilak High School for Std.IX & X students. Scouts & Guides are also introduced for Std. VIth to VIIIth in Lokmanya Tilak High School and Skill Development Self Defence Karate Classes for Std. IX & X in all three High Schools for girls students. Also, Agriculture & Tourism Course has been started from the year 2017-18 under the Rashtriya Madhyamik Shiksha Abhiyan in Dr. Zakir Hussain Urdu High School for Std. IXth & Xth.

Promotion of Education

- a) To promote better enrollment & performance, especially of Girl child, various welfare measure taken viz. 1000/- pm Scholarship to top 5 High Schools Girls with 80% and above marks and one time scholarship of Rs.5000/- to highest scoring girl student in Class Xth with 90% & above marks.
- b) Computer Tablets were given to 27 Girl students and 03 Boy students of Class VII, VIII & IX who have scored 75% & above marks and 90% attendance on 15th August 2019.
- c) Education Grant for High Schools is received from State Government every year. But Education Grant for the year 2019-20 has not yet received due to technical problem in Online process of Shalarth Pranali.
- d) Mid-Day-Meal schemes is fully functional in all Schools and Board is the Nodal Agency for all other Schools in the Cantonment.
- e) Computer Training Programme is already going on since last 8 years through Pratham Infotech Foundation. E-learning introduced & 42' LCD Monitors provided in all Schools along with set up box and pen drives containing syllabus of particular standard. "Audio-Visual Rooms" are created by installing all the above materials in one classroom.
- f) "e-Prashasan" Software in all 08 Schools i.e. Primary and Secondary Schools, which facilitates easy Schools Management in all respect. This software has capability of producing all required MIS reports by State Govt. and DGDE/PDDE Office time to time. All 05 Primary Schools have printed their Leaving Certificate through e-prashashan Software and issued to concerned students. E-learning Set-up Box given to Lal Bahadur Shastri High School and Lokmanya Tilak High School and also Chemistry Lab for Lal Bahadur Shastri High School.
- g) Board is providing Schools Uniforms with pair of shoes to

- h) Std.1ST to 10th Classes.
- i) Free Text & Note Books, School Bags and Stationary items are provided to the Students of all the 08 Schools.
- j) SPECIAL MEASURES FOR CHILDREN
- a) Well Equipped Computer Lab is provided in all the Boards School.
- b) Extra Classes of Std. IXth & Xth students are conducted.
- c) Health Check-up of all students of Primary Schools and High Schools completed .

7. ENVIRONMENT AND SANITATION

Participated in Swachha Survekshan league 2020 activities carried out by the Ministry of Housing & Affair under Swachha Bharat Abhiyan programme. Participated for Garbage Bin free area, accordingly garbage bins have been removed. Garbage vulnerable points have also been beautified.

The Cantonment Board had participated for ODF ++ certification in the month of August 2019. Accordingly inspection conducted on 30th August to 1st September 2019 by the Quality Council of Indian (QCI) wherein Board cannot be declared as Open Defecation Free ++ but Re-Certified as Open Defecation Free.

Mass tree plantation was carried out at Ordnance Factory, Range Hills area and Bungalow areas about 5000 trees have been planted.

Plastic ban drive carried out periodically, while plastic cleaning drive was undertaken at river side area of the Board along with board members; Mass plastic cleaning with the help of Symbiosis college; Engineering College, NSC students and NGO.

Flex, banners were published for general public awareness regarding Swachha Abhiyan and their duties. Carried out general public awareness programme by way of street play, Patha Nattya distribution of hand bills/pamphlets etc. Flex regarding prevention to be taken to avoid Corona virus have also been displayed at various points in Board area.

Nursery is being developed by the CEO at CEO Bungalow and now having 50000 different types of saplings ready for plantation.

Board has undertaken the work of construction of pits for vermi composting at Range Hills area. Total two pits have been constructed and the work will be completed at the earliest. Hence Wet waste in Range Hills area need not go at Trenching ground for disposal and will be disposed at source at Range hills area for preparation of vermicompost.

The work of fogging and spraying disinfection is carried out in affected area of the Board on mass scale through vehicles during pandemic of COVID 19.

As directed by the Ministry Arogya Setu app downloading on mobile phone of all Boards staff as well as downloading in mobile phone of general public for monitoring and management of the current health crises and research in the fight against COVID 19.

Board had purchased new Battery operated spraying pump, fogging machines and chain saw machines of heavy duty. 04 Nos. Battery operated Auto Rickshaw donated by Vice President and Ex-members. 01 No 60' TV donated by one contractor.

The Cantonment Board has purchased Mahindra Tourister 40 BS4 52+D School Bus EXL available on GeM against total Value of Rs. 18,77,000/- for Swabhiman Centre, school for Special Children in the premises of Bharat Ratna Dr. Babasaheb Ambedkar Cantonment General Hospital, Khadki through fund received from Shri Sanjay Kakade. MP-(Rajya Sabha) through MP Fund.

Further an amount of Rs. 7.5 has also been received from MLC Shri Anant Gadgil vide letter No. क्र नियोजन-८/स्थविका/अनंत गाडगीळ/विपास/निधि वितरण/१९-२०/४६८०/२०१९ 18-11-2019 for Force Trax Cruiser .BS IV FM 2.0 XE3050 (9+D) Hard Top (4X2), ABS (Forc Motors Ltd.) for Special Children in the premises of Bharat Ratna Dr. Babasaheb Ambedkar Cantonment General Hospital, Khadki

Fabricated and Mounted two Dumper placer vehicles on Boards purchased two chassis for lifting of garbage bins kept in Army area and Civil area.

Conservancy outstanding payment. :

Great efforts have been made to get long outstanding arrears of Station Headquarters amount of Rs. 2, 98,00,000/-for the year 2018-2019 approximate and Ammunition Factory Khadki amount of Rs. 3,43,00,000/- for the year 2002-2003 to 2010-2011, hence the arrears case of Station headquarters has been forwarded to higher CFA ie,(VCOAS), New Delhi and case of Ammunition Factory has been forwarded to AFK Headquarter, Kolkata Shri Hari Mohan, Chairman, IOFS.

Curtailment of expenditure;

- i) The work of maintenance of Board gardens through private contractor has been stopped w.e.f September 2019, which was about to Rs. 11,55,000/- per month. The said work is being carried out through Boards own staff and all the public gardens island and road dividers are well maintained.
- ii) Contractual labours required for different types of works have been hired through Government e Marketplace instead of online tender. Due to which we are getting good quality service.
- iii) As tenders have been finalized through GeM rates received are at lowest because only statutory payment have been considered i.e, Minimum Wages + EP +ESI and service charges only.
- iv) Applicability of payments towards Bonus and GST paying to the contractor has been verified. Hence payment of Bonus to contractual labour on daily basis has been stopped.
- v) Method of verification of Monthly bills of the contractor has been changed. and bill amount paying to the contractor is on actual payment receipts enclosed by the contractor and not on sanctioned amount of bill.

8. PUBLIC HEALTH

(i) Hospital and Dispensaries

Hospital	:	1 (100 bedded)
Dispensaries :	Allopathic	- 2
	Homeopathic-	1
	Ayurvedic	- 1
Total(Apr-Mar)Indoor patients		3208
O.P.D		236552

(II) Special Measures taken for Senior Citizen

- a) All hospital facilities free for senior citizens.
- b) Free Medicine issued for 7 days at one time for chronic diseases.
- c) Ambulance.

(III) Progress on :

- a) Maternity ward: New maternity ward (20 beds + 4 pvt rooms) was inaugurated by President Brig M J Kumar, MLA Shri Siddhart Shirole, VP Shri Duryodhan Bhapkar and members on 5th Feb 2020.

- b) HIV testing: Integrated counseling and Testing Centre from MSACS since last 9 years.
- c) Mobile dispensary: Far areas covered by 2 dispensaries and ambulance service. Laboratory services provided in Sapras and Sangamwadi dispensaries from Feb 2018.
- d) **Special medical camps:**

Health Camp – Multi-disciplinary health camps with help from Local Shiv Sena organized on 19th Feb 2020.

(V) **Health Care Measures for Cantonment Board Employees & their dependants**

- a) Medical facilities at Cantt. Board hospital is free for Cantonment Board Employees and their dependants. The hospital provides medical facilities such as OPD – Medicine, Surgery, Paediatric and Gynaecology. Specialist OPD – Medicine, Orthopaedic, ENT, Ophthalmology, Psychiatry, Dental. As the hospital has 2 surgeons and 1 anaesthetist on its roll most of the surgeries can be done in the hospital. Since last 3 year laproscopic surgery for Gynaec conditions available in hospital. There is laboratory backup for most of the investigations. The hospital also provides XR, USG, ECG facilities.
- b) For those requiring specialized investigations or advanced surgery the Board vide CBR No 6 dated 2.11.2013 has permitted to be referred to CGHS approved hospitals.
- c) Medicines not available in the inventory of hospital are procured for staff and dependants from authorized chemist by local purchase.

10. **GENERAL ADMINISTRATION**

(i) **Status of implementation of New Pension Scheme**

New Pension Scheme has been implemented with effect from 01 Jan 2004. Regular contribution of employees recruited after 2004 are deposited in NPS Account at NSDL.

(ii) Public Redressal Mechanism

- a. **Samadhan Mobile App** for public grievance/complaints registration and their redressal is introduced w.e.f. 01/01/2018.
- b. **Swacchata App** is also implemented for Swachh Survekshan.
- c. **SAMADHAN** implemented. In 2019-20, **5386** complaints received which are being redressed timely. The success Ratio is **85%**.

(iii) Audit Accounts

The Audit of the Accounts of the Cantonment Board has been carried out upto 31/03/2019 and found satisfactory. The Audit of the Accounts from April 2019 to 31 March 2020 has been started by the Audit Authorities and is in process.

(iv) Any Other initiative (s) in public interest

Implementation of e-Office :

- a) Developed in-house DAK Management System which has further integrated and implemented for DAK tracking. Now each and every letter can be digitized with the help of this system.
- b) Implemented File Tracking System, which facilitates to provide the current place of any file kept anywhere in this office.
- c) Implemented Hospital Management System for better administration/ management of inpatient and outpatient department, pathology, medical & non-medical Stores and Hospital Administration.
- d) Online payment facility for all Tax-payers by implementing new website w.e.f. 12/10/2017.
- e) For staff "**SUVIDHA**" the touch screen Employees Portal is operational to enable them to access information such as salary details, PF, Leave details, etc. directly.

11. **LAND RECORD MANAGEMENT AND MODERNISATION**

i) **Creation of IT Section**

Kirkee Cantonment Board has two posts of Computer programmer. At Present one post is vacant as the present incumbent resigned the job. The process of filling up the said post is being initiated.

ii) **Status Of Raksha Bhoomi Implementation**

This office is using centralised version of Raksha Bhoomi 5.0 and all the records are updated till date.

iii) **Document management System :**

This office has digitized documents like leases, admission deeds etc. and uploaded at AURC Delhi using External Hard Disk & M-Disc

iv) **Steps taken to automatize office processes**

This office has developed systems for Revenue, counts, Birth & Death and Dispatch Section. They are working satisfactorily. ERP Software named 'e-Prashashan' for school management are effective in all the eight schools.

This office has implemented Accrual Base Accounting System Software for management of Accounts on Accrued Basis w.e.f 01.04.2020. Four years legacy data w.e.f 01.04.2016 to 31.03.2019 has been entered.

(iv) **Digitization of Office Records**

48 Compactors have been installed and files transferred. All GLRs have been scanned and duplicated and valuable documents like admission deeds, lease deeds, building plans etc. have been kept in safe fire proof almirah.

12. **MARKETS**

The Board maintains Market/Shopping Centers having **487** stalls/shops/offices.

- a) Market Square - 290
- b) Rangehills Market - 56
- c) Sy. No. 89 Cobbler Stall - 30
- d) Sy No. 91 Shopping Complex - 21
- e) Sy No. 134 Shopping Complex - 14
- f) Kirkee Business Centre - 76

13. **FIRE FIGHTING**

The Board has its own Fire Fighting Service with adequate number of staff.

14. **BIRTHS AND DEATHS**

During the year under report 770 births and 239 deaths were reported.

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ANNEXURE I

ANNUAL CONSOLIDATED ACCOUNTS FOR THE YER 2019-20 INCOME RECEIPT (ACTUAL)

1	NAME OF THE CANTONMENT	KHADKI
2	RATES & TAXES	125446975=00
3	SERVICE CHARGES	313074712=00
4	POUNDS & HANCKNEY	2340=00
5	REVENUE DERIVED FROM THE PROPERTY	52253293=00
6	MILITARY AND AFK CONSERVANCY	136695004=00
7	MISCELLENEOUS	16373705.95
8	GRANT & CONTRIBUTIONS	129562551=00
9	EXTRA ORDINARY AND DEBTS	530155042=08
10	TOTAL	1303563623=03
11	OPENING BALANCE	34279592=24
12	GRAND TOTAL RS	1337843215=27

ANNEXURE-II

CANTONMENT MEETING DURING 2019-20

NAME OF THE CANTONMENT - KHADKI CANTONMENT

Board Meetings (Ordinary as well as Special) are conducted regularly:-

S.No.	Meeting	No. of Meeting
1.	Ordinary	02
2.	Special	06

ANNEXURE -III

BASIC DATA ON CANTONMENT

NAME OF THE CANTONMENT - KIRKEE CANTONMENT

1.	Year of Establishment	1817	
2.	Total Area (in acres)	3207.3394 Acres	
3.	Extent of Civil Area / Private Land (in acres)	141.6532 Acres as per Raksha Bhoomi	
4.	Total Population as per 2011 Census	70399	
5.	Class	1	
6.	Grant-in-Aid given during 2019-20	Ordinary Rs.	4,55,76,344
		Special Rs.	NIL

ANNUAL CONSOLIDATED ACCOUNTS FOR THE YER 2019-20 EXPENDITURE(ACTUAL)

SR NO	NAME OF THE CANTONEMENT	KHADKI
1	GENERAL ADMINISTRATION, COLLECTON OF REVENUE & REFUND	24579490=00
2	ORIGINAL	42540181=00
3	MAINTENANCE	113884069=00
4	PUBLIC SAFETY	74143868=00
5	MEDICAL SERVICE AND SANITATION & MILITARY CONSERVANCY	390041674=00
6	PUBLIC INSTITUTIONS	96729309=00
7	CONTRIBUTION OF GENERAL PURPOSES PENSION AND GRATUITY	12519167=00
8	PENSION	109000000=00
9	SURVEY OF LAND	167772=00
10	WATER SUPPLY UNDER AGREEMENT	0
11	MISCELLANEOUS	8833848=00
12	EXTRA ORDINARY DEBTS (ADVANCES AND DEPOSITS)	342947420=00
13	TOTAL RS	1215386798=00
14	CLOSING BALANCE	122456417=27
15	GRAND TOTAL RS	1337843215=27

ANNEXURE-V

SCHOOL HOSPITALS AND DISPENSARIES MAINTAINED BY
CANTONMENT BOARD

NAME OF THE CANTONMENT - KHADKI CANTONMENT

1.	Schools		4 Primary, 4 High Schools 1 Jr. College (High Schools - 2 Marathi Medium, 1 Urdu Medium & 1 English Medium)
3.	Hospitals	Number	01
		No. of Beds	100
4.	Dispensaries		04 (2 Allopathic, 1 Homeopathic & 1 Ayurvedic)