

MINISTRY OF DEFENCE**NOTIFICATION**

New Delhi, the 3rd May, 2017

S.R.O. 6(E).—Whereas, a draft of certain rules relating to Cantonments (Form of Annual Inspection Report on Cantonments) Rules, 2016 was published as required under section 346 of the Cantonments Act, 2006 (41 of 2006), in the notification of the Government of India in the Ministry of Defence *vide* S.R.O 09(E), dated the 4th August, 2016 in the Gazette of India, Part-II, Section 4, inviting objections and suggestions from all the persons likely to be affected thereby till the expiry of a period of sixty days from the date of publication of the said notification;

And, whereas, all the objections and suggestions received have been duly considered by the Central Government;

Now, therefore, in exercise of the powers conferred by clause (1) of sub-section (2) of section 346 of the Cantonments Act, 2006 (41 of 2006) the Central Government hereby makes the following rules, namely;

1. **Short title, application and commencement.**—(1) These rules may be called the Cantonments (Form of Annual Inspection Report) Rules, 2017.

(2) These rules shall apply to all Cantonments in India.

(3) They shall come into force on the date of their publication in the Official Gazette.

2. **Definitions.**—(a) “Act” means the Cantonments Act, 2006 (41 of 2006);

(b) “Principal Director” means the officer appointed by the Central Government to perform the duties of the Principal Director, Defence Estates, the Command for the purpose of the Act and the rules made thereunder;

(c) “Director General” means the Director General, Defence Estates appointed as such by the Central Government and includes Senior Additional Director General, Additional Director General;

(d) “Form” means the Form annexed to these rules.

3. **Form of report.**—The officer deputed under section 52 of the Act, shall submit a report annually in the case of each Cantonment, to the Central Government or the Director General or the General Officer Commanding-in-Chief, the Command or the Principal Director, the Command, in the form annexed.

4. **Follow up action.**—Wherever the report has been obtained by the General Officer Commanding-in-Chief the Command or the Principal Director, he shall render a monthly report to Central Government or Director General of the follow up action taken on the recommendations of the Inspecting Officer and shall carry out all orders issued by the Central Government or the Director General.

FORM

(see rule 3)

Follow up action taken on the last inspection report

1. Finances

(a) Income:

Period	Local Sources	Contributions	Deposits	Total
(i) Last year				
(ii) Year before last				
(iii) Three years average prior thereto				
(iv) Estimates for current year				

(b) Ordinary Grants-in-Aid
(separately for the last three years).

(c) Special Grants-in-Aid.
(separately for the last three years).

- (d) Service Charges
(separately for the last three years).
- (e) Arrears of Revenue on 1st April last
(amount now outstanding year wise).
 - (i) Land Revenue.
 - (ii) Taxes.
 - (iii) Other Sources
- (f) Review of Financial Position.—
 - (i) How does the revenue and expenditure compare with that of the previous years?
 - (ii) Have any specific steps been taken to effect financial economy and improvements?
 - (iii) Has there been any large increase in the expenditure? If so what is the explanation?
 - (iv) Is the expenditure under any Minor Head more than the sanctioned provision? If so, the reasons therefor and steps taken to regularize the same.
 - (v) What do arrears of revenue amount to? And if the amount is high, what are the reasons?
 - (vi) Whether there is joint octroi or toll with the neighbouring municipality? If so, whether an agreement has been executed and the payments are regular? If not, the reasons and action taken thereon.

3. Audit.—

- (a) Date of last audit. Have any cases of serious procedural or financial irregularity been brought out by audit? Indicate-
- (b) In what conditions are the accounts maintained? Are these up to date? If not what are the reasons therefor?
- (c) Are there any cases of loss, embezzlement, fraud and misappropriation? If so state the action taken to date. Do they reveal any flaw in the rules or procedure? If so what steps have been taken to rectify the defects? Please add your comments on remedial measures.

4. Assessment.—

Date of last assessment. Was it revised on the due date and made effective? Following test check, state whether the rates of assessment are sound or low and need immediate revision. Have there been any assessment lags?

(A list of cases taken up for the test check may be added to the Report).

5. Tax Structure or Taxation Review.—

- I. Give a statement of taxes imposed both in the Cantonment and neighbouring municipality.
- II. How does the incidence compare with that of the neighbouring municipality?
- III. Do you consider that the taxation is adequate as compared with expenditure or have you any suggestions for enhancement?
- IV. How does the actual cost of conservancy services rendered compare with receipts from Military conservancy?
- V. Have you any comments to offer on the taxation policy of the Board?

6. Establishment or Employers Relations.—

- (a) Brief comments on the establishment pattern.
- (b) Has the Board adopted a standard pattern of establishment? Need for economy, if any.
- (c) Are there any irregular appointments? If so, indicate number and categories with comments.
- (d) Has the Board adopted comprehensive rules regarding seniority or promotion, reimbursement of medical expenses and other service conditions in respect of their employees?
- (e) Is the Board complying with orders relating to reservation of Schedules Caste or Scheduled Tribe and other categories? If not, indicate the irregularities committed and comment.

- (f) Is the Board complying with the provisions of the Minimum Wages Act, 1948 (11 of 1948) Industrial Disputes Act, 1947 (14 of 1947) and other relevant labour laws completely? If not indicate difficulties.
- (g) Are there adequate facilities for holding regular meetings for the purposes of conciliation of disputes between Cantonment Fund employees and the Board? Are there any outstanding disputes?
- (h) Brief review of the non-monetary benefits given to the employees e.g., rent free houses or houses at concessional rate, free water supply and electricity; free schooling to children etc, and suggestion for improvements, if any, brief review of welfare work undertaken by the Board in respect of employees e.g., encouragement of sports, creches, re-creational club.
- (i) What is the strength of the establishment? Add a statement along with organizational chart showing (i) name of post, (ii) number of post, (iii) sanction Number and date and sanctioning authority, (iv) posted strength, (v) Number of Scheduled Caste, (vi) Number of Scheduled Tribe, (vii) Number of Ex-servicemen, (viii) Number of handicapped, (ix) Number of casual employees indicating separately monthly wages and daily wages, (x) Remarks,

7. Works Programme.—

- (1) Projects undertaken separately out of the Cantonment Fund and Cantonment Development Fund;
- (2) Are the measurement books and registers of works correctly posted? Carry out 10 per cent. test check and indicate the result;
- (3) Whether correct procedure has been followed in undertaking works? Carry out 10 per cent. test check and indicate the result;
- (4) Whether any defects have come to your notice while inspecting the works undertaken or otherwise reported? If so comment;
- (5) Have you any remarks, criticism or suggestion on the Board's line plan?.

8. Stores.—

- (1) Has the stock been regularly checked? Are there any scales laid down and are they proper? Are there expendable stores ledger properly maintained?;
- (2) Have the stores been purchased in accordance with the prescribed procedure? Carry out 10 per cent. check of the purchase made and indicate result;
- (3) Are the stores properly kept?;
- (4) Are the security arrangements against theft and pilferage etc., adequate?;
- (5) Have you any remarks, criticisms or suggestions to offer with regard to the maintenance of stores and workshops?;

9. Water Supply.— Present position and any improvements necessary. Please indicate-

10. Lease or Licenses or Contracts.— Are their terms and conditions strictly observed or performed? Have they all been noted in the General Land Register or Land Revenue Register or Grants Register or Contract Register or Licence Register and Survey and General Land Register plan? Carry out 10 per cent. Check and indicate result.

11. Cantonment Fund Property.—(a) Maintenance or use. Also state present condition.

(b) If any defects are found, give your recommendation for removal of such defects. .

12. Education.—(a) Existing level of schools and plans for their upgradation;

- (b) English medium school;
- (c) Grants received from State Government and other agencies;
- (d) Difficulties experienced by the Board in introducing compulsory primary education and any measures suggested;
- (f) Vocational training centers;
- (g) Centers for differently-abled children.

13. Welfare Measures.—What steps have been taken by the Cantonment Board e.g. old age houses, hostel for working women, etc.

14. Unauthorised Constructions or Appeals.—Unauthorised erections or appeals under section 340 of the Cantonments Act 2006 (41 of 2006). Dilapidated or derelict buildings.

15. Medical or Public Health.—(a) Whether arrangements for vaccination, inoculation and control of epidemics are adequate? Are these properly coordinated with the military authorities?

(b) Have you any general remarks to make regarding the Cantonment Hospital or dispensary? What specialized services are being offered by the Cantonment Hospital and are they adequate?;

(c) What is the average number of patients treated.—

(i) Outdoor

(ii) Indoor

and what is the cost?;

(d) How are the hospital buildings provided and maintained? Are they suitable and is the equipment and plant adequate?

16. Sanitation.—(Here state briefly present sanitary arrangements and any improvements necessary regarding sewage and solid waste management)

(a) Have you any remarks to make regarding the general appearance of the Cantonment?;

(b) Is the inspection of Health Officer adequate?;

(c) Are the conditions imposed by the Cantonment Board under section 277 of the Cantonment Act, 2006 (41 of 2006) properly observed?;

(d) Whether the Food Safety and Standards Act, 2006 (34 of 2006) is being adequately implemented?;

(e) Whether Municipal Solid Waste (management and handling) Rules, 2000 are being implemented? Specific mention be made of the existing provisions of sewage and solid waste disposal after segregation into bio degradable and non-biodegradable and are these process adequate? If not, what are the plan of Board in this regard? Have five year perspective plans been made for Solid Waste Management?.

17. Fire Fighting.—(a) Firefighting arrangements, any incident and how dealt with;

(b) Civil Defence arrangements.

18. Records.—Here state the condition of record and its maintenance including the status of-

(i) Digitization of records. Have the digitized files been uploaded at Archival Unit & Resource Center? Please also indicate that whether the process is being continued as an ongoing exercise;

(ii) Have the files been inventoried and the File Management System is installed and working properly? Whether there is any old record requiring weeding out under the provisions of the applicable rules?;

(iii) Whether adequate arrangements exist for preservation of important documents, such as leases, agreements etc.? (Result of 10 per cent. test check of availability of old records may be indicated).

19. Maintenance of Environmental and Ecological Balance and Pollution Control.—

(a) Cantonment Gardens and Arboriculture.— (i) New plantation and results. Here state number of trees planted and casualties and reasons therefore,

(ii) Have you any remarks, criticism or suggestions to offer with regard to the maintenance of public gardens, roadside trees and tree tending?;

(iii) Whether there is any indiscriminate cutting of trees? If so, the measures taken to stop it;

(b) Pollution Control.— (i) Whether there is any industrial or factory area in the Cantonment? If so, indicate measures taken to control pollution,

(ii) Whether there are any other noticeable factors of pollution in the cantonment area. If so, give your suggestions to control pollution.

20. Energy Management.—Whether any efforts made for energy audit and use of renewable energy including solar energy.

21. Street Lighting.—Have you any remarks to offer with regard to street lighting? Has conversion to LED light taken place? If so the extent thereof?

22. Welfare Schemes of State or Central Government.—Whether any such schemes have been implemented? Is there any scope for such schemes?

23. Use of Information Technology.—(a) Status of Raksha Bhoomi;

(b) e-governance initiatives.—(i) online facilities including birth and death registration, (ii) e-tendering, (iii) grievance redressal including Suvidha and Samadhan and (iv) Basic information for public.

24. **Land Management.**—(a) Encroachments, (i) Status, (ii) Future plans, (iii) Removals or bottle necks.
 (b) Survey.— Status;
 (c) Leases.— How many expired leases are there and what action for renewal has been taken in each case? Whether the actions are timely and adequate?
25. **Law Suits.**—(i) With details and progress,
 (ii) Whether Court Case Monitoring Register and Court Order Follow up Register are being maintained properly.
26. **Board and Committee Proceedings.**—Are meetings conducted properly?
 Important decisions and their implementations since the last inspection.
 (Result of 10 per cent. test check of action taken on such decisions may be indicated).
27. **Utilisation of Government Grants.**—Whether the grants are being properly utilised? Defects, if any, observed and suggestions for proper utilisation of Government grant.
28. **Strengthening of Boards Administration and Removal of Malpractices.**—An assessment of the vigilance aspect i.e. malpractices, vigilance cases, remedial action taken or suggested, punishments awarded and adequacy to punishments, etc. Cases pending for more than three months.
29. **Meeting with Members of the Cantonment Board.**—Discussion with the Board Members regarding important matters, especially points arising out of inspection.
30. **Meeting with Bungalow Owners Association, Agricultural Lessees and Cantonment Fund Employees Union or Association.**—Problems concerning these organisation to be ascertained and suggestions or comments to settle these discussed in brief.
31. **(i) Test Check of Entries in General Land Register.**—A few entries in the General Land Register be test checked on the ground in order to ensure that no encroachments or unauthorised occupations have taken place,
 (ii) Action taken regarding initiation of proposal based on Raksha Bhumi Inspection Team report.
32. **Test Check of Entries in Standard Table of Rents.**—Rents in respect of a few sites as given in the Standard Table of Rent be checked on the ground to find out whether the rents are adequate and the value of the property has been correctly assessed.
33. **Applications for Lease of Land.**—All such pending applications be looked into and the Site(s) inspected and comments or recommendations given.
34. **Any Other Relevant Point.**—
35. General.

[F. No. 14(3)/2016-D(Q&C)]

MANISH THAKUR, Jt. Secy.

अधिसूचना

नई दिल्ली, 3 मई, 2017

का.नि.आ. 7(अ).—केंद्रीय सरकार, छावनी अधिनियम, 2006 (2006 का 41) की धारा 13 की उपधारा (1) के खंड (ख) और उपधारा (4) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, उसका यह समाधान हो जाने पर कि खासयोल छावनी के प्रशासन के लिए, जहां परिवर्तित बोर्ड की अवधि 5 जून, 2017 को समाप्त होगी, परिवर्तित खासयोल छावनी बोर्ड के गठन को बनाए रखना वांछनीय है, उक्त बोर्ड की पदावधि 6 जून, 2017 से 5 जून, 2018 और एक वर्ष अथवा अगले आदेश तक, जो भी पूर्वतर हो, बढ़ाने की घोषणा करती है।

[फा. सं. 14(2)2012/डी(क्यू एंड सी)/वॉल II]

मनीष ठाकुर, संयुक्त सचिव

NOTIFICATION

New Delhi, the 3rd May, 2017

S.R.O. 7(E).—In exercise of the powers conferred by clause (b) of sub-section (1) and sub-section (4) of Section 13 of the Cantonments Act, 2006 (41 of 2006), the Central Government, on being satisfied that for the administration of the Khasyol Cantonment, where the term of the varied Board shall expire on 5th June, 2017, it is desirable to keep the constitution of the Khasyol Cantonment Board varied, hereby makes a declaration to extend the term of office of the said Board for a further period of one year from 6th June, 2017 to 5th June, 2018 or until further orders, whichever is earlier.

[F. No. 14(2)/2012-D(Q&C)/Vol. II]

MANISH THAKUR, Jt. Secy.

अधिसूचना

नई दिल्ली, 3 मई, 2017

का.नि.आ. 8(अ).—केन्द्रीय सरकार, छावनी अधिनियम, 2006 (2006 का 41) की धारा 13 की उप-धारा (1) के खंड (ख) और उप-धारा (4) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, यह समाधान हो जाने पर कि पचमढी छावनी के प्रशासन के लिए, जब परिवर्तित बोर्ड की अवधि 05 जून, 2017 को समाप्त हो जाएगी, परिवर्तित पचमढी छावनी बोर्ड का गठन किया जाना बांछनीय होगा, उक्त बोर्ड की पदावधि को 06 जून, 2017 से 31 दिसंबर, 2017 तक की और अवधि के लिए या बोर्ड के गठन होने की तारीख तक, जो भी पूर्ववर्ती हो, बढ़ाने की घोषणा करती है।

[फा. सं. 14(2)2012/-डी(क्यू एंड सी)/पी सी-IV]

मनीष ठाकुर, संयुक्त सचिव

NOTIFICATION

New Delhi, the 3rd May, 2017

S.R.O. 8(E).—In exercise of the powers conferred by clause (b) of sub-section (1) and sub-Section (4) of Section 13 of the Cantonments Act, 2006 (41 of 2006), the Central Government, on being satisfied that for the administration of the Pachmarhi Cantonment, where the term of the varied Board shall expire on 5th June, 2017, it is desirable to keep the constitution of the Pachmarhi Cantonment Board varied, hereby makes a declaration to extend the term of office of the said Board for a further period from the 6th June, 2017 to 31st December, 2017 or till the date of constitution of the Board, whichever is earlier.

[F. No. 14(2)/2012-D(Q&C)/Vol. II]

MANISH THAKUR, Jt. Secy.