**MUNICIPAL ADMINISTRATION DEPARTMENT**

Office of the Commissioner & Director of

Municipal Administration, A.P., Hyderabad.

**Endt.No.692/2004 – A1,** **Dated. .06.2007**

Communicated the G.O.Rt.No.2 of Department of Gram Volunteers / Ward

& Village Secretariats /Ward Secretariats, dt.28.01.2022. The Municipal Commissioner, Machilipatnam is here.by directed to draw and disburse the pay and allowances pertaining to the suspension period duly adjusting the subsistence allowance already paid to him and report compliance.

for Commissioner & Director

To

Dr. C. Vijaya Kumar,

Retired Selection Grade Municipal Commissioner,

D.No.10-8-6/4, Gandhi Road, Ramachandrapuam. East Godavari. Dist.

Copy to the Municipal Commissioner, Machilipatnam.

Copy to the Sub Treasury Officer, Machilipatnam.

**OFFICE NOTE**

Sub: Department of GV/WV & VS/WS – Citizen Outreach Campaign

Programme – Certain instructions for Participation of all

Functionaries of Village/Ward Secretaries in the Citizen Outreach

Campaign Programme on last Friday and Saturday of every month –

issued.

Ref: G.O.Rt.No.2 of Department of Gram Volunteers / Ward

& Village Secretariats /Ward Secretariats, dt.28.01.2022.

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Kindly peruse the reference cited.

The Government of Andhra Pradesh has introduced the concept of Navaratnalu as core them of governance in order to revamp the delivery systems of Government services with an aim to improve living standards of the people.

In order to operationalize Navaratnalu, Government of AP has also deployed volunteers at village and ward levels across the State of Andhra Pradesh for delivering government services at doorstep of all eligible households. At present 543+ services are being delivered through Village/Ward Secretariats to the citizens and there is a need to create awareness amongst the citizens about the Government schemes and services. Hence, Government has decided to conduct “Citizen Outreach Campaign” every month in which the Village/Ward Secretariat employees along with Volunteers shall interact with the Households in their jurisdiction to make the citizens aware about various Government Schemes and services being delivered through Village/Ward Secretariats.

In this regard a Standard Operating Procedure (SOP) was issued to take up the campaign to be conducted in every Ward / Village Secretariat jurisdiction in all the Ward / Villages by employees and Volunteers of the Ward / Village Secretariat **on last Friday and Saturday of every month.** And also instructions were issued to the MPDOs / Municipal Commissioner to constitute the teams consisting of one Functionary of Village Secretariat / Ward Secretariat and 2 or 3 Volunteers and deploy them for Citizen Outreach Campaign.

The matter has been reviewed by the Hon’ble Chief Minister and he has been decided that all the functionaries of all the departments of Village and Ward Secretariats shall attend the Citizen Outreach Campaign Programme without exemptions. All Village and Ward Secretariat staff, including Energy Secretary and Mahila Police shall have uniform by Ugadi and to attend the Citizen Outreach Programme in uniform. The participation of all functionaries of Village / Ward Secretariats in Citizen Outreach Campaign Programme along with Volunteers **on last Friday and Saturday of every month** attend without fail.

Accordingly, subject to approval a draft endorsement and a draft U.O. Note to ‘N’ section of this office are placed below for approval.