

XI. GENERAL SERVICES

11.1 Stationery and Printing

Stationery

1. Computerization/Modernization

(Outlay Rs.20.00 Lakh)

The computer system established in the department has to be modernized in order to meet the needs of the day. The existing system is to be reinstalled with modern accessories with the objective of bringing all the offices under the department within one net working system. The outlay provided during 2008-09 is Rs.20 lakhs of which Rs.2 lakhs is for training to staff of the department. An overall master plan for computerization shall be prepared and got approved by the IT Department the expenditure shall be as per masterplan.

2 Construction of Unit Offices/Purchase of Land

(Outlay Rs. 30.00 Lakh)

The Stationery Department consists of a Head Office, four regional offices at Thiruvananthapuram, Ernakulam, Shornur and Kozhikode and 10 district stationery offices in other districts. All the District Stationery Offices are now accommodated in rented buildings or small buildings. As it is a materials management department, own building with sufficient space is required for the smooth functioning of the Offices. It is intended to acquire land in a phased manner during 11th Five Year Plan for which Rs.30 lakhs is provided for 2008-09. A detailed masterplan shall be prepared.

Printing

1. Installation of Printing Machineries & Equipment- Modernization of Government Presses

(Outlay Rs.350.00 Lakh)

The printing department has 11 presses under it with enough infrastructure to meet the requirements for printing, but most of the presses are running on outdated/obsolete machinery which yields minimum production and low quality. For effecting complete modernisation of presses, the existing composing and letter press system has to be altered with offset printing units. More over it has been decided to make Government Press at Mannamthala a model press during 11th Plan period. The outlay provided during 2008-09 is for purchase of a four colour RAI offset printing machine, roller cleaning machine, DTP equipment, Air conditioners for Mannamthala Press, hydraulic trolley and automatic knife grinding machine for Central Press, Single colour RAI offset printing machine and a hydraulic trolley for Government Press Vazhoor, single colour RAI offset printing machine and cutting machine

for Ernakulam Government Press, Four Colour RAI offset printing machine for Government Press Shoranur, cutting machine for Wayanad, hydraulic trolley and DTP for Kozhikode, cutting machine and trolley for Government Press Kannur. During 2008-09 Rs.350 lakh is provided out of which Rs.10 lakhs is for purchase of computers to the computing sections of various printing offices and to provide computer training to the existing staff of the section and other staff on modern technology printing. Modernisation of Mannanthala Press shall be completed as first priority and expenditure for other presses shall be set apart only after ensuring that sufficient resources are available for the modernisation and capacity building for putting in place new management systems. If necessary project staff having necessary skills in Offset printing may be hired on a temporary basis after due process and approvals till staff in the press get trained adequately. Honorarium of project staff may be also met from the plan fund.

2. Construction of buildings for government presses

(Outlay Rs.100.00 Lakh)

The main works envisaged to be taken up during 2008-09 include construction of new building for Government Central Press, Thiruvananthapuram and at Kollam, Umayanalloor. A detailed masterplan shall be prepared for this purpose. The Outlay also include fund for the maintenance works of other government printing presses on priority basis. The outlay provided during 2008-09 is Rs.100 lakhs of which Rs.25 lakhs is for Government Press at Kollam. Energy conservation measures shall be ensured.

11.2 Public Works

1. Public Office Building Construction Programme (Common Pool)

(Outlay Rs.975.00 Lakh)

An inventory of existing built up space of public buildings constructed and maintained by PWD (Buildings) Wing shall be prepared at the State level which shall include detailing of built up space, functionality, age, initial cost, cost of further improvements, regular expenditure for maintenance, current status of buildings etc shall be compiled and finalised as a database. This work shall be accorded top priority and shall be completed during 2008-09 itself. The scheme envisages the construction of various buildings coming under the Common Pool viz. Mini Civil Stations, Village Offices, Sub Registrar Offices, Excise Offices, Sales Tax Offices, Fire Stations, Jail Buildings, Sub Treasuries, Rest Houses etc. New works proposed to be taken up during 2008-09 include building for Election Commission, Land Revenue Department, Registration, State Excise, Sales Tax, PSC, Secretariat, Treasuries, Public Works, State Planning Board, Commercial Taxes, Legislature, Jails, Public Works (RH) Fire protection and control, Computerisation of building design, drawings estimations, work management and improving maintenance of public buildings, Vigilance etc. In addition to this, outlay provided include renovation and modification of old buildings. An amount of Rs.975 lakh is provided during 2008-09 for implementing the activities on priority basis. Energy conservation measures for public building shall be ensured by incorporating them in building plan and tender documents. Rainwater harvesting and waste disposal system shall be made mandatory. Pending payments for completed

projects shall be made before taking up new projects and releasing payments for ongoing projects.

2. Construction of Flats for MLAs

(Outlay Rs. 50.00 Lakh)

The construction of 48 flats for MLA's has been completed and handed over to the Legislature Secretariat. Sanction has been accorded for an amount of Rs. 175 lakhs for the construction of 16 flats additionally and the work is tendered for which Rs.50 lakh is provided during 2008-09. Energy conservation measures for public buildings shall be ensured by incorporating them in the plan and tender documents. Rainwater harvesting and waste disposal system shall be made mandatory.

3. Construction of Building for Courts and Quarters for Judges

(Outlay Rs.475.00 Lakh)

This is a 50% Centrally Sponsored Scheme started during 1993-94 under which court buildings and quarters for Judicial Officers are constructed. Construction work of 10 court buildings already completed and the works of sub court at Payyannoor and Mananthakudy, court complex Thrissur and Cherthala are in progress. The construction of Muncif Court, Paravoor, Court Complex at Vanchiyoor, Muncif Court Sasthamcotta and Wadakkancherry are being executed soon. The works of nearly 46 court buildings including court complex at Eranakulam, Kollam, Pathanamthitta, Thrissur and many judicial officers quarters are to be taken up for construction. Out of the outlay of Rs.475 lakhs provided during 2008-09, Rs.100 lakhs is for construction of quarters for judicial officers. Energy conservation measures for public buildings shall be ensured by incorporating them in the plan and tender documents. Rainwater harvesting and waste disposal system shall be made mandatory.