

Minutes of the Meeting held under the Chairmanship of Chief Secretary on 08th January, 2021 at 11.30 AM in the Conference Hall, Secretariat in the matter of identification of unoccupied/ underutilized Govt. Buildings in South Andaman District

At the outset, the Chief Secretary welcomed all present in the meeting and asked Secretary (CS&CA) to put forth the details of the report. The following decisions were taken in the meeting :-

1. All concerned departments should physically verify all vacant & dilapidated Govt. Buildings and record the certificate. All concerned departments should also utilize all Govt. Buildings lying vacant and take requisite action with reference to dilapidated Govt. Buildings immediately.

(Action :All Secretaries/HoDs concerned)

2. APWD shall verify and examine all buildings as per the report annexed herewith and submit report immediately.

(Action :CE, APWD)

3. Estate Officer and H&E Department take necessary action to get vacated all unauthorized occupants within one month.

{Action :ADM/Estate Officer & Secretary(H&E)}

4. All vacant Govt. Buildings and space can be utilized optimally by the concerned departments or by other departments as per their requirements.

(Action :All Secretaries/HoDs concerned)

5. The proposal for construction of new Govt. Buildings including sanctioned works, for which work has not been started, the concurrence of H&E department shall be obtained by the concerned department and Finance Department.

{Action :All Secretaries/HoDs concerned/DS(Fin)/AS(H&E)}

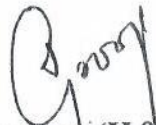
6. All concerned department shall nominate an Officer In-charge (Estates) to look after all Govt. Buildings. He will maintain a proper Assets/Property register and update the same periodically.

(Action :All Secretaries/HoDs concerned)

7. PBMC and Disaster Management department should prepare and update the list of Assets/Govt. Buildings immediately.

(Action :Secretary(PBMC)/Secretary(DM)

The meeting ended with vote of thanks to the chair.


Secretary (H&E)

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F.No. 4-8/2020/H&E/
अंडमानतथानिकोबारप्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
सचिवालय / Secretariat

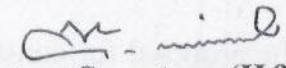
Port Blair, dated the 13th January, 2021.

To

1. PCCF/DGP.
2. Principal Secretaries/Commissioner-cum-Secretaries/ All Secretaries.
3. All Deputy Commissioners for information and necessary action.
4. All Head of Departments/Head of Offices for information and necessary action.
5. ADM/Estate Officer, O/o the DC, South Andaman, Port Blair.
6. Chief Engineer, APWD, Port Blair.
7. Executive Engineer(Plg.), Port Blair Municipal Council, Port Blair.

Copy to:-

- 1 Secretary to Lt. Governor, Raj Niwas, Port Blair.
- 2 Sr.PS to Chief Secretary, A&N Administration, Secretariat.
- 3 PS to Secretary (H&E), A&N Administration, Secretariat.
- 4 PS to Secretary (CS&CA), A&N Administration, Secretariat.
- ✓ 5 Nodal Officer(IT)/ EDP Cell for uploading the Minutes in the circular internet portal <http://10.168.4.15/ecir/home.aspx> and also emailed to all concerned.

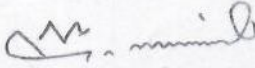

Assistant Secretary (H&E)

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13/1/2021

Govt. Buildings identified individually as lying vacant

- i) Old Library Building, Aberdeen Bazar.
- ii) Around 20 office spaces/quarters in Forest Corporation Complex at Haddo.
- iii) ANIIDCO Building at Carbyn's Cove.
- iv) 5 shops of Shopping Complex, Chakkargaon.
- v) Old Sub-Centre, Health Department, Chouldari.
- vi) Old School Building, Mathura, Bambooflat.
- vii) Semi pucca Govt. quarter, Aberdeen Bazar.
- viii) Triple storeyed RCC Building of Post & Telegraph, Haddo.
- ix) Live Stock Department Building, Minnie Bay.
- x) Marine Department Building, School Line.
- xi) Old Guest House, Carbyn's Cove.


Assistant Secretary (H&E)
