



ADMINISTRATIVE

C A L E N D A R 2 0 2 0



GOVERNMENT OF WEST BENGAL

**ADMINISTRATIVE
CALENDAR
2020**



মমতা বানার্জী
মমতা বৈনর্জী
ممتا بنرجی

Mamata Banerjee



মুখ্যমন্ত্রী, পশ্চিমবঙ্গ
मुख्यमंत्री, पश्चिम बंगाल
وزیر اعلیٰ مغربی بنگال

CHIEF MINISTER, WEST BENGAL

PREFACE

I am happy to know that the Annual Administrative Calendar of the State Government is being published for the 7th year.

A large number of schemes and programmes are taken up every year by the various departments of the State Government. Such activities and initiatives need round-the-year monitoring to ensure that the fruits of development are shared by all sections of society. Here lies the efficacy of the Administrative Calendar. It serves as a useful management tool for continuous monitoring and streamlines the efforts of the administration in providing time-bound service to the people of the State.

I hope, the Administrative Calendar for the year 2020 will play a major role in making the entire process of developmental governance more citizen centric and complement our efforts to fulfil the expectations and aspirations of the people of the State.

My heartiest greetings and best wishes to all concerned.


(Mamata Banerjee)

Nabanna, West Bengal Secretariat, Howrah - 711 102
West Bengal, India

Tel : +91-33-22145555, +91-33-22143101

Fax : +91-33-22144046, +91-33-22143528

CONTENTS

	Page No.
1. Department of Agricultural Marketing	11
2. Department of Agriculture	20
3. Department of Animal Resources Development	25
4. Department of Backward Classes Welfare	28
5. Department of Consumer Affairs	36
6. Department of Co-operation	43
7. Department of Correctional Administration	48
8. Department of Disaster Management and Civil Defence	51
9. Department of Environment	56
10. Department of Finance	62
11. Department of Fire & Emergency Services	77
12. Department of Fisheries, Aquaculture, Aquatic Resources & Fishing Harbours	81
13. Department of Food & Supplies	87
14. Department of Forests	95
15. Department of Food Processing Industries & Horticulture	98
16. Department of Health & Family Welfare	103
17. Department of Higher Education	111
18. Department of Home and Hill Affairs	116
19. Department of Housing	120
20. Department of Information and Cultural Affairs	122
21. Department of IT & Electronics	129
22. Department of Irrigation & Waterways	137
23. Department of Judicial	147
24. Department of Labour	150
25. Department of Land & Land Reforms and Refugee Relief & Rehabilitation	156
26. Department of Law	169
27. Department of Industry, Commerce, Enterprises and Department of Public Enterprises & Industrial Reconstruction	171
27. Office of the Legal Remembrancer	175
28. Department of Mass Education Extension & Library Services	176

29. Department of Minority Affairs and Madrasah Education	181
30. Department of Micro, Small & Medium Enterprises & Textiles	193
31. Department of North Bengal Development	201
32. Department of Panchayats & Rural Development	208
33. Department of Personnel & Administrative Reforms	215
34. Department of Parliamentary Affairs	223
35. Department of Paschimanchal Unnayan Affairs	225
36. Department of Planning & Statistics and Department of Programme Monitoring	228
37. Department of Power & Department of Non-Conventional Energy Sources.	234
38. Department of Public Health Engineering	237
39. Public Works Department	239
40. Department of School Education	243
41. Department of Science & Technology and Biotechnology	247
42. Department of Self Help Group & Self Employment	251
43. Sundarban Affairs Department	253
44. Department of Technical Education & Training and Skill Development	258
45. Department of Tourism	260
46. Department of Transport	266
47. Department of Tribal Development	269
48. Department of Urban Development and Municipal Affairs	273
49. Department of Water Resources Investigation & Development	281
50. Department of Women Development & Child Development and Social Welfare	286
51. Department of Youth Services and Sports	290

Sundarban Affairs Department

Month	Intervention	Sub Head		Targets
			Quantum (in k.m./ Numbers/ Hectares)	Indicator of Target achievement
January	Infrastructure Development	Brick Paved Roads	27 k.m.	Physical Completion
		Cement concrete Roads	38 k.m.	Physical Completion
		Bituminous Roads	7 k.m.	Physical Completion
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	2000	Completion of distribution among Beneficiaries
		Distribution of Agriculture Inputs (Number of Beneficiaries)	11500	Completion of distribution among Beneficiaries
	Social Forestry Schemes	Regular maintenance of plantations created during the year 2019-20 (Watch and Ward)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	
February	Infrastructure Development	Brick Paved Roads	35 k.m.	Physical Completion
		Cement concrete Roads	49 k.m.	Physical Completion
		Bituminous Roads	8 k.m.	Physical Completion
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	1000	Completion of distribution among Beneficiaries
		Distribution of Agriculture Inputs (Number of Beneficiaries)	7000	Completion of distribution among Beneficiaries
	Social Forestry Schemes	Regular maintenance of plantations created during the year 2019-20 (Watch and Ward)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	
March	Infrastructure Development	Brick Paved Roads	34 k.m.	Physical Completion
		Cement concrete Roads	64 k.m.	Physical Completion
		Bituminous Roads	11.5 k.m.	Physical Completion
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	500	Completion of distribution among Beneficiaries
		Distribution of Agriculture Inputs (Number of Beneficiaries)	1000	Completion of distribution among Beneficiaries
	Social Forestry Schemes	Regular maintenance of plantations created during the year 2019-20 (Watch and Ward)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	

Month	Intervention	Sun Head	Targets	
			Quantum (in k.m./ Numbers/ Hectares)	Indicator of Target achievement
April	Infrastructure Development	Brick Paved Roads	19 k.m.	Physical Completion
		Cement concrete Roads	39 k.m.	Physical Completion
		Bituminous Roads	6 k.m.	Physical Completion
	Social Forestry Schemes	Regular maintenance of plantations created during the year 2019-20 (Watch and Ward)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	
May	Infrastructure Development	Brick Paved Roads	16.5 k.m.	Physical Completion
		Cement concrete Roads	26 k.m.	Physical Completion
		Bituminous Roads	4.5 k.m.	Physical Completion
	Social Forestry Schemes	Regular maintenance of plantations created during the year 2019-20(Watch and Ward)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	
June	Infrastructure Development	Brick Paved Roads	8.5 k.m.	Physical Completion
		Cement concrete Roads	15 k.m.	Physical Completion
		Bituminous Roads	2 k.m.	Physical Completion
	Social Forestry Schemes	Advance Soil Work for creation of Plantation	1060 Hac.	Initiation of advance soil work
		Regular maintenance of plantations created during the year 2019-20 (Watch and Ward)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	
July	Infrastructure Development	Brick Paved Roads	8.5 k.m.	Physical Completion
		Cement concrete Roads	11.5 k.m.	Physical Completion
		Bituminous Roads	1 k.m.	Physical Completion
	Social Forestry Schemes	Advance Soil Work for creation of Plantation	1060 Hac.	Physical Completion
		Regular maintenance of plantations created during the year 2019-20 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	890 Hac.	

Month	Intervention	Sun Head	Targets	
			Quantum (in k.m./ Numbers/ Hectares)	Indicator of Target achievement
August	Infrastructure Development	Brick Paved Roads	11.5 k.m.	Physical Completion
		Cement concrete Roads	11.5 k.m.	Physical Completion
		Bituminous Roads	1 k.m.	Physical Completion
	Fishries	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)	500	Completion of distribution among Beneficiaries
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	Completion of training of targeted beneficiaries
	Social Forestry Schemes	Creation of Plantation	1060 Hac.	Initiation of plantation
		Regular maintenance of plantations created during the year 2019-20 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	890 Hac.	
September	Infrastructure Development	Brick Paved Roads	13 k.m.	Physical Completion
		Cement concrete Roads	19 k.m.	Physical Completion
		Bituminous Roads	1 k.m.	Physical Completion
	Pisciculture	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)	6000	Completion of distribution among Beneficiaries
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	Completion of training of targeted beneficiaries
	Social Forestry Schemes	Creation of Plantation	1060 Hac.	Completion of Plantation
		Regular maintenance of plantations created during the year 2019-20 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	890 Hac.	

Month	Intervention	Sun Head	Targets	
			Quantum (in k.m./ Numbers/ Hectares)	Indicator of Target achievement
October	Infrastructure Development	Brick Paved Roads	19 k.m.	Physical Completion
		Cement concrete Roads	35 k.m.	Physical Completion
		Bituminous Roads	2 k.m.	Physical Completion
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	2000	Completion of distribution among Beneficiaries
		Distribution of Agriculture Inputs (Number of Beneficiaries)	7000	Completion of distribution among Beneficiaries
	Pisciculture	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)	3000	Completion of distribution among Beneficiaries
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	2	Completion of training of targeted beneficiaries
	Social Forestry Schemes	Maintenance of Plantation	1060 Hac.	Initiation of maintenance
		Regular maintenance of plantations created during the year 2019-20 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward) & (Infilling of vacancies including repairing of plantation)	890 Hac.	
November	Infrastructure Development	Brick Paved Roads	29 k.m.	Physical Completion
		Cement concrete Roads	37 k.m.	Physical Completion
		Bituminous Roads	3 k.m.	Physical Completion
		R.C.C. Jetties	2 Nos.	Completion of construction
		R.C.C. Bridges	1 Nos.	Completion of construction
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	3000	Completion of distribution among Beneficiaries
		Distribution of Agriculture Inputs (Number of Beneficiaries)	22000	Completion of distribution among Beneficiaries
	Pisciculture	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)	6000	Completion of distribution among Beneficiaries
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	Completion of training of targeted beneficiaries
	Social Forestry Schemes	Regular maintenance of plantations created during the year 2019-20 (Watch and Ward)	960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	

Month	Intervention	Sun Head	Targets	
			Quantum (in k.m./ Numbers/ Hectares)	Indicator of Target achievement
December	Infrastructure Development	Brick Paved Roads	29 k.m.	Physical Completion
		Cement concrete Roads	45 k.m.	Physical Completion
		Bituminous Roads	3 k.m.	Physical Completion
		R.C.C. Jetties	3 Nos.	Completion of construction
		R.C.C. Bridges	1 Nos.	Completion of construction
	Agriculture Inputs	Distribution of Agriculture Implements (Number of Beneficiaries)	4000	Completion of distribution among Beneficiaries
		Distribution of Agriculture Inputs (Number of Beneficiaries)	26000	Completion of distribution among Beneficiaries
	Awareness Programmes	Awareness Programmes	Sundarban Divas, 2020 on 11.12.2020	Organizing of Programmes to commemorate the day in all the Sundarban area Blocks and at a central location in one of the Blocks.
	Pisciculture	Distribution of Fish Fingerling, Feed (Number of Beneficiaries)	2500	Completion of distribution among Beneficiaries
		Agri Fishery Training Units in Batches (1 Batch=50 Beneficiaries)	4	Completion of training of targeted beneficiaries
	Social Forestry Schemes	Maintenance of Plantation Regular maintenance of plantations created during the year 2019-20 (Watch and Ward)	1060 Hac. 960 Hac.	
		Regular maintenance of plantations created during the year 2018-19 (Watch and Ward)	890 Hac.	