

**ANNUAL ADMINISTRATIVE REPORT  
FOR THE YEAR 2010-11(GAD)**

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The General Administrative Department(GAD), Manipur Secretariat is an Administrative Department exercising control over the Departments/Offices under the Government of Manipur in respect of multifarious affairs which includes Chief Minister's Secretariat, Manipur Bhawans located outside the State, Printing & Stationery Department, State Guest House, Sanjenthong, Imphal etc.

The following are some of the works achieved by the GAD during 2010-11:-

1. GAD has purchased/procured 4(four) Nos. of Silent D.G. Sets(250 KVA) at the cost of Rs.2.00 Crores for ensuring 24-hour un-interrupted power supply to all the Secretariat Offices/Blocks including Ministers' Block. Overall improvement of all the Secretariat Buildings, State Guest House, Sanjenthong, Imphal and installation of Fire Equipments are being done in consultation with PWD.
2. GAD is responsible for dispatching important Government letters to various Offices within the state as well as outside the state.
3. Government Oil Depot which is operating under the control of GAD(Welfare) proves to be very helpful, convenient during bandhs, Holidays & Sundays and is also instrumental in regulating economical use of fuel by the vehicles under Government of Manipur.
4. GAD(Welfare) is responsible for declaring VVIPs/VIPs visiting the State as 'State Guests' thereby providing necessary arrangement for transportation, accommodations, State Dinners, Cultural programmes etc. other than protocol duties/works during their stay in the State. Hence, to enhance the transportation facilities GAD(Welfare) have purchased 7(seven) new vehicles and another 8(eight) new vehicles are being procured during this financial year in addition to the existing fleet of GAD's vehicles.  
Moreover, 2(two) new vehicles for Manipur Bhawan, Delhi, 3(three) new vehicles for Manipur Bhawan, Kolkata and 1(one) new vehicle for Guwahati have also been purchased by GAD.
5. Construction works of Manipur Bhawan at Ulubari, Guwahati by the State PWD is nearing completion and will be handed over to the GAD very shortly and will be available/dedicated to the public for accommodation.
6. Recently, Manipur Liaison Office under the control of GAD has been opened at Bengaluru, Karnataka to help solve problems faced by the Manipuris working/studying there with the help of the Local Administration.
7. Purchase of land at Silchar, Assam for opening of a new Manipur Bhawan is underway.
8. The construction of a second Manipur Bhawan at Salt Lake, Kolkata is in progress and is expected to be completed by 2012.
9. Further, modernization of Printing & Stationery Department, Manipur (Government Press) is being taken up by the Government by procuring new machineries, development of infrastructure, imparting training etc. for which an amount of Rs.50.00 lakhs has been provided under State Plan during 2010-11.
10. The following amounts are expected/collected for letting out of Rooms, Conference Hall etc. from all Manipur Bhawans & State Guest House, Imphal :-
  - (i) Manipur Bhawan, Delhi - Rs.10.50 lacs (Aprox)
  - (ii) Manipur Tikendrajit House, Delhi - Rs.30.00 lacs ( " )
  - (iii) Manipur Bhawan, Kolkata - Rs.22.00 lacs ( " )
  - (iv) Manipur Bhawan, Guwahati - Rs.00.50 lac ( " )
  - (v) State Guest House, Imphal - Rs.06.00 lacs ( " )

**(Norbert Disinang)**  
Commissioner(GAD),  
Government of Manipur.

