

**SANJAY KUMAR, IAS**

Joint Secretary  
and Mission Director (DAY-NULM)

GOVERNMENT OF INDIA  
MINISTRY OF HOUSING AND URBAN AFFAIRS



**संजय कुमार, आई.ए.एस.**

संयुक्त सचिव  
एवं मिशन निदेशक (दी.अ.यो.-रा.श.आ.मि.)  
भारत सरकार  
आवासन और शहरी कार्य मंत्रालय

D.O. No.N-11025/31/2017-LSG  
9<sup>th</sup> October 2017:

Sir/Madam,

**स्पीड पोस्ट  
SPEED POST**

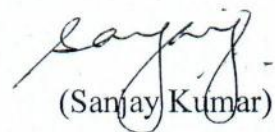
It has been decided that a standard directory of all administrative units (District/ Block/ Gram-Panchayat/ Villages/ Panchayats/ Urban Local Bodies etc.) will be maintained for use across all data bases. Ministry of Panchayati Raj at GoI level is the nodal ministry for maintaining the Local Government Directory (LGD: <http://lgdirectory.gov.in>) application. In this regard, Ministry of Panchayati Raj vide their D.O No.N-19011(50)/3/2016-e-Panchayat dated 17.05.2017 (copy enclosed) has already issued necessary instructions to all the States/UTs for adoption & use of LGD codes for all the schemes implemented by the Centre/ State Governments.

2. In order to record and verify mapping of all the Urban Local Bodies in LGD application and use of LGD codes for all the schemes being implemented by ULBs, necessary instructions may be issued to all the Urban Local Bodies for creation or re-organisation of administrative units (urban areas). All ULBs need to complete this mapping and further seeding of LGD codes in their e-governance application in a time bound manner wherever location codes are necessary.

3. The details of LGD Codes can be downloaded from <http://lgdirectory.gov.in>. A brief containing the action to be taken, contact details of NIC coordinating officers (as issued by Ministry of Panchayati Raj) for rollout/ adoption of LGD Codes is annexed with this letter

With regards,

Yours sincerely

  
(Sanjay Kumar)

Encl: As above

Principal Secretary/Secretary  
(Urban Development/Local Self Government)  
of all States & UTs

**10/10/17 OK**  
**ISSUED**

जितेन्द्र शंकर माथुर, आई.ए.एस.  
JITENDRA SHANKAR MATHUR, IAS



सचिव  
भारत सरकार  
पंचायती राज मंत्रालय  
कृषि भवन, नई दिल्ली-110001

SECRETARY  
Government of India  
Ministry of Panchayati Raj  
Krishi Bhawan, New Delhi-110001  
Tel.: 91-11-23074309, 23389008 Fax: 91-11-23389028  
E-mail: secy-mopr@nic.in

D.O. No. N-19011(50)/3/2016-e-Panchayat

Dated: 17<sup>th</sup> May, 2017

Dear

A standard directory of all administrative units (District/ Block/ Gram Panchayat/ villages/ Panchayats/ Urban Local Bodies etc.) is required to be maintained for use across all databases. A mechanism also need to be put up for regular updation as and when there is any change in the boundary of the administrative units due to creation/splitting/merger, etc. of the same. As you would be aware, Ministry of Panchayati Raj maintains the Local Government Directory (LGD; <http://lgdirectory.gov.in>) application which is a standard location directory that also provides an online mechanism for updating the same up to Gram Panchayat and village level.

2. As per directions of Cabinet Secretariat (copy enclosed) this Ministry has been mandated to issue necessary instructions to Union Ministries/ Departments and States/UTs to use LGD application (LGD; <http://lgdireconry.gov.in>) as the single standard window to update and manage unique codes of various administrative units.

3. In order to adopt & use LGD codes for all the schemes implemented by the Centre/State Government, it is requested that State/UT Governments may issue necessary directions to the Revenue and Urban Department and any other departments including sector department responsible for creation or re-organisation of administrative units (both urban & rural areas) to record & verify the mapping of administrative units in LGD application and complete mapping & seeding of LGD codes in their e-Governance application, wherever location codes are necessary.

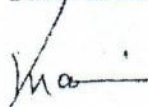
4. A brief note on LGD application and copies of letters from Cabinet Secretariat and MeitY are attached for your ready reference.

5. You are requested to kindly direct the State Panchayati Raj department to appoint a Nodal Officer who will coordinate with designated officers from the State Revenue, Urban Development and any other concerned Department responsible for creation / re-organisation of administrative units (both urban & rural areas) of your state/ UT.
6. A National Workshop on LGD application is due to be held in New Delhi, the details of which shall be shared with you shortly.

With Best Wishes,

Encls: As above

Yours Sincerely,

  
(Jitendra Shankar Mathur)

Chief Secretaries of all States/UTs

As per list attached.

LIST OF CHIEF SECRETARIES OF STATES

Shri Dinesh Kumar,  
Chief Secretary,  
Government of Andhra Pradesh,  
1<sup>st</sup> floor, AP Secretariat, Velagapuri -  
522238.

Ms. Sakuntala Gamlin,  
Chief Secretary,  
Govt. of Arunachal Pradesh,  
Secretariat,  
Itanagar -791111.

Shri Vinod Kumar Pipersenia,  
Chief Secretary  
Government of Assam Secretariat  
Dispur,  
Guwahati-781006.

Shri Anjani Kumar Singh,  
Chief Secretary  
Government of Bihar  
Old Secretariat  
Patna-800015.

Shri Vivek Kumar Dhand  
Chief Secretary,  
Government of Chattisgarh,  
DKS Bhawan, Room no. 207,  
Mantralay,  
Raipur-492001

Shri Dharmendra Sharma,  
Chief Secretary  
Government of Goa  
Porvoriam - 403001.

Dr. J. N. Singh,  
Chief Secretary  
Government of Gujarat  
Gandhi Nagar Sachivalaya  
Gandhinagar -382010.

Shri Depinder Singh Dhesi,  
Chief Secretary  
Government of Haryana  
Haryana Civil Secretariat  
4<sup>th</sup> Floor,  
Chandigarh - 160001.

Shri V. C. Pharka,  
Chief Secretary  
Government of Himachal Pradesh

Shimla -171001.

Shri B. R. Sharma,  
Chief Secretary  
Government of Jammu & Kashmir  
Srinagar -190001.

Smt. R. B. Verma,  
Chief Secretary  
Government of Jharkhand  
Project Building, HEC  
Ranchi-834002.

Shri Subhash C. Khuntia,  
Chief Secretary  
Government of Karnataka  
Vidhana Soudha,  
Bangalore -560001.

Ms. Nalini Netto,  
Chief Secretary,  
Government of Kerala,  
Secretariat,  
Thiruvananthapuram- 695036.

Shri B. P. Singh,  
Chief Secretary  
Government of Madhya Pradesh  
Mantralaya Vallabh Bhavan  
Bhopal-462004.

Shri Sumit Mullick  
Chief Secretary  
Government of Maharashtra  
Main Building Mantralaya,  
Mumbai-400032.

Shri K. S. Kropka,  
Chief Secretary  
Government Meghalaya  
Civil Secretariat Building,  
Shillong -793001

Shri Lalmalsawma,  
Chief Secretary,  
Government of Mizoram,  
Aizwal - 796001.

Shri O. Naba Kishor Singh,  
Chief Secretary,  
Government of Manipur,  
Imphal-795001.

## LIST OF CHIEF SECRETARIES OF STATES

Shri Pankaj Kumar,  
Chief Secretary,  
Government of Nagaland,  
Secretariat,  
Kohima -797001.

Shri Aditya Prasad Padhi,  
Chief Secretary  
Government of Odisha  
Odisha Secretariat  
Bhubneshwar-751001.

Shri Karan Avtar Singh,  
Chief Secretary  
Government Punjab,  
Punjab Civil Secretariat,  
Chandigarh -160001.

Shri O.P. Meena,  
Chief Secretary,  
Government Rajasthan,  
Secretariat,  
Jaipur -302005.

Dr. A. K. Srivastava,  
Chief Secretary,  
Government Sikkim,  
Tashiling Secretariat,  
Gangtok -737101.

Smt. Girija Vidyanathan,  
Chief Secretary,  
Government of Tamil Nadu,  
Secretariat,  
Chennai -600009.

Shri S. P. Singh,  
Chief Secretary,  
Government of Telangana,  
Hyderabad -500022.

Shri Sanjeev Ranjan  
Chief Secretary,  
Government of Tripura,  
Civil Secretariat,  
Agartala -799001.

Shri Rahul Bhatnagar  
Chief Secretary,  
Government Uttar Pradesh,  
UP Secretariat,  
Lucknow -226001.

Shri S. Ramaswamy,  
Chief Secretary  
Government of Uttarakhand  
Dehradun -248001.

Shri Basudeb Banerjee,  
Chief Secretary,  
Government of West Bengal,  
Writers' Building,  
Kolkata-700001.

Shri Anindo Majumdar,  
Chief Secretary  
UT of Andaman and Nicobar Islands  
Secretariat,  
Port Blair - 744101.

Shri V.P. Singh Badnore  
Administrator  
UT of Chandigarh,  
Secretariat, Sector -9,  
Chandigarh- 160009.

Shri Praful Patel,  
Administrator,  
UT of Daman & Diu,  
Secretariat  
Moti Daman-396220

Shri Vikram Dev Dutt,  
Administrator  
UT of Dadra & Nagar Haveli  
Secretariat,  
Silvasa -396220

Shri Farooq Khan,  
Administrator  
U. T. of Lakshadweep  
Secretariat,  
Kavaretti - 682555.

Shri Manoj Parida,  
Chief Secretary  
No. 1 Beach Road  
Puducery-605001.

## **Local Government Directory (LGD) Application**

### **Background**

Efforts for strengthening of PRIs gained momentum with the creation of Union Ministry of Panchayati Raj (MoPR) in 2004. The MoPR organized seven round table conferences on various issues relating to Panchayati Raj in different States between June 2004 and December 2004. The seventh round table conference held at Jaipur from December 17-19, 2004 recommended the use of information and communication technology (ICT) in PRIs for effective execution and monitoring of rural development programmes. One of the primary activity for implementation of ICT at GP level is to have list of Panchayats and their corresponding villages on the IT platform.

With the objective to maintain up-to-date list of the Panchayats and their mapping with the villages, the MoPR launched National Panchayat Directory (NPD) in September 2007. NPD was initially compliant with the Census 2001 and data was later updated at the State and District level by the officials of State Panchayati Raj Department. Subsequently, NPD complied with Census 2011, open source tools & technologies were adopted and local bodies concept (urban & rural) was added. MoPR re-launched the application as “Local Government Directory” on 24<sup>th</sup> April 2012 with the enhanced features such as versioning, converting Rural to Urban Local Bodies, generating/ uploading of Government Orders, etc.

### **Local Government Directory**

Local Government Directory (LGD) is one of the 11 applications developed as part of Panchayat Enterprise Suite (PES) under e-Panchayat Mission Mode project (MMP) (<http://epanchayat.gov.in>). LGD aims to keep all information about the structure of Local Governments and revenue entities online. Main objective of LGD is to maintain up-to-date list of revenue entities (districts/ sub-districts/ villages) Local Government Bodies (Panchayats,

Municipalities and traditional bodies) and their wards, organizational structure of Central, State and Local Governments, reporting hierarchy within the government organizations and parliamentary and assembly constituencies and their relationship with one another.

#### **Features of LGD Application:**

- **Local Government/Panchayat Setup** - Each state can define the local government (panchayat, urban local bodies and traditional bodies) setup that is applicable in the State
- **Unique Codes** – Generates unique codes for each local government body (panchayat, urban body or traditional body), revenue entities, departments, designations, wards etc. The unique code for revenue entities are in compliance with e-Governance Standards under NeGP (Metadata and Data Standards for Person Identification and Land Region Codification). These codes will be adopted by all other modules of Panchayat Enterprise Suit (PES)
- **Government Orders/Notifications** – Facilitates user departments to generate Govt. Orders on formation/reorganization of local government bodies. Alternatively, the copy of the manually generated orders can also be uploaded
- **Versioning** – Whenever there is any change in a local body or revenue entity, either in the constitution or in name, a new version gets generated and previous version is archived. LGD Version management helps in recording and usage of history by user and applications
- **Conversion of Local Bodies** – Conversion of local bodies from one type to another can be managed through LGD
- **Download Directory** – Content can be downloaded in HTML, PDF, spread sheet, CSV and XML formats

- **Maps of Local Government Bodies/Panchayats** – Facilitates the user departments to upload GIS maps of each entity defined in LGD. Alternatively, it can be also be configured to point to the GIS server
- **Constituencies and Wards** – Local body wise wards list as well as Parliament and Assembly Constituencies and their mapping with local governments can be maintained through LGD
- **Departments and Organizations-** LGD captures both the organizational as well as reporting hierarchy of central, state and local governments and the organisations/departments associated with them.

Presently the LGD Application is being used by the Panchayati Raj Departments of the States/UTs as the core application for maintaining information on the administrative set-up of the revenue/land region for rural areas which also serves as a base application providing information on the rural administrative set-up for all the other PES applications.

With the increased emphasis on Digital India Programme & Direct Benefit Transfer by the government, more and more Government schemes/programmes and processes are coming under the ambit of e- Governance. Despite such plethora of activities, the full benefits of these efforts are not being realized because of lack of standardization of codes and data across e-Governance applications. Because of the lack of standardization, many e-Governance applications are unable to exchange data; also, it is becoming increasingly difficult to collate information being collected by different systems/applications. Though Census 2011 codes are being used in many e-Governance applications, no consistent mechanism has been adopted by different systems for generating codes for the new locations that have been created after the release of Census 2011 codes.



To resolve the problem of interoperability and standardization of location codes, DBT Mission under Cabinet Secretariat after round of discussions with the various Union Ministries/Departments, RGI, SoI & other agencies has accepted Local Government Directory application (<http://lgdirectory.gov.in>) as the standard location code directory across all databases/applications of Ministries/Departments and States/UTs and instructed that the LGD application will be used as the single standard window to update and manage unique codes of various administrative units, urban as well as rural.

**Guidelines for rollout/adoption of the LGD codes/LGD application by the States/ UTs**

Following actions may be taken for adoption/ rollout of LGD codes by the States/ UTs:

- i) Appoint a Nodal Officer in each State/UT from the Panchayati Raj Department and one nodal officer for each department (like Revenue, Urban Development, Tribal Welfare, etc.) implementing a scheme in the administrative units/entities who will act as single point of contact for all matters related to adoption of the LGD codes in their respective Departments and intimation to MoPR (email: [amit.goyal@nic.in](mailto:amit.goyal@nic.in)) and the concerned Ministries/Departments implementing the schemes.
- ii) Constitution of a Committee under the Chief Secretary/ Additional Chief Secretary/Principal Secretary, Panchayati Raj in each State/ UT with the representatives of the departments concerned for periodic monitoring of progress of all the above mentioned activities including progress of capacity building of the manpower engaged, resource persons.required and issues of adequate funding and inter- departmental coordination, etc.

- iii) Identify the schemes including State sector schemes, various entities/administrative units & software applications where location codes are available/used for both rural and urban areas and intimation to State Panchayati Raj Department/MoPR as well as the concerned Ministries/Departments in the GOI.
- iv) To undertake the mapping exercise on immediate basis in pilot two or three districts for their all entities with corresponding LGD codes & LGD application and get back to MoPR/ NIC with their queries/ feedback. This exercise will help the State Departments to identify the problem areas and find the best way to solve the same and complete the mapping activity which can be replicated in the other districts.
- v) Update the details of hierarchy of administrative units in the Revenue Department in the LGD application which varies from state to state, intimate the same to MoPR and concerned Ministries/Departments in the GOI. For example, Odisha has this hierarchy (District □ Sub-division □ Tehsil □ Revenue Circle □ Revenue village)
- vi) Each Department in the State concerned to initiate action with the help of NIC unit attached to the Union Ministry/Department and provide data/details wherever necessary, for mapping of the identified administrative units (*e.g. Health Districts, area of jurisdiction of anganwadi, PHCs, etc.*) with their corresponding LGD codes. The codes being used by the department concerned for each administrative unit can be incorporated in LGD corresponding to district/ZP/IP/sub-division/block/tehsil/GP/village/habitation, etc.
- vii) State/ UT Panchayati Raj, Urban Development and Revenue Department to update/ verify the data available in LGD application.

- viii) Use of the facility in the LGD application for creation of draft gazette notification for modification of an entity/unit and updation of the data (*through web service as provided by NIC or manually*) and time interval (regularly/monthly/quarterly/annually). For example, while creating a new district or sub-district, there has to be system of sending alert by the state to the LGD/concerned departments, Registrar General of India, Survey of India, etc. Use of this facility will help in ensuring that all the new entities are incorporated in the LGD.
- ix) The States/UTs to also send hard copies of notifications to Survey of India, Registrar General of India and Department of Science & Technology. This is to ensure the SOI, Census and DST also have latest information about the newly created/modified administrative units for use in maps/census, etc.

## **Responsibilities of the Ministry of Panchayati Raj and the attached NIC**

### **Unit:**

- Maintenance of the LGD application and its constant up-dation based on the information/suggestions received from the states/UTs
- Coordination with all the Ministries/Departments concerned and the State/UT governments for ensuring usage and up-dation of the LGD application
- Sorting out any LGD software related issue
  
- Capacity building/training of the personnel using this application and the resource persons for effecting modifications in the database
- In consultation with the GIS Division of the NIC, ensure full incorporation of the latest GIS maps for all entities within six months.
- Make efforts for rationalisation of the administrative units being used by the various departments in consultation with the states and the Ministries/Departments in the GOI over a period of next one year. Having uniform pattern of administrative units in all the states will help in proper planning, implementation, monitoring the progress and evaluation of the impact of the GOI programmes/schemes.

### **Contact number of the concerned officers**

- Dr. Dvijendra Kumar Sharma, Joint Secretary, MoPR (Email ID: js-mopr@gov.in; Tel: 011-23753818)
- Sh. K. S. Panchpal, Deputy Secretary, MoPR (Email ID: kharak.panchpal@nic.in; Tel: 011-23356121)
- Sh. Amit Goyal, Consultant, MoPR (email ID: amit.goyal@nic.in; Mob: 9560338512)
- Smt. P Laxmi, Technical Director, NIC- Delhi (Email: p\_laxmi@nic.in; Tel: 011-24305335)
- Sh. Yogesh, Consultant, NIC-Delhi (Email ID: yogesh.pdmce@gmail.com; Mob: 9990040175)

### Contact details the State NIC Coordinators

S. No.	State/UT	NIC Co-ordinator Name	NIC Email
1	JAMMU AND KASHMIR	Mr. Anil Abrol	anil.abrol@nic.in
2	HIMACHAL PRADESH	Mr. Lalit Kapoor	KAPOOR.LALIT@NIC.IN
3	PUNJAB	Mr. PP Singh	pp.singh@nic.in
4	CHANDIGARH	Mr. Vivek Verma, Mr. Noor Singh Saini	noorsingh.saini@nic.in, vivek.verma@nic.in
5	UTTARAKHAND	Mr. D C Thapliyal	dc.thapliyal@nic.in
6	HARYANA	Mr. Sandeep Moudgil	moudgil.s@nic.in
7	DELHI		
8	RAJASTHAN	Mr. Chandan Sen, Mr. Rajeev Arora	chandan.sen@nic.in, arora.rajeev@nic.in
9	UTTAR PRADESH	Mr. Sumit Tripathi	sumit.tripathi@nic.in
10	BIHAR	Mr. Ashok Kumar	KUMAR.ASHOK@NIC.IN
11	SIKKIM	Mr. Abhijit Roy	abhijit.r@nic.in
12	ARUNACHAL PRADESH		
13	NAGALAND	Ms. Swede	swede@nic.in
14	MANIPUR	Mr. Y Junu Singh	yjunu@nic.in
15	MIZORAM	Ms. Chhuani	chhuani@nic.in,
16	TRIPURA	Mr. A K De	AK.DE@NIC.IN
17	MEGHALAYA	Mr. Osterwell Swer	osterwell.swer@nic.in
18	ASSAM	Ms. Kabita Das	asm-kabita@nic.in
19	WEST BENGAL	Mr. Motiur Rahman, Mr. Amitava Bose	motiur@nic.in, amitava.bose@nic.in
20	JHARKHAND	Mr. Loukesh Kumar	LOUKESH.KUMAR@NIC.IN
21	ODISHA	Mr. B P Mishra	BP.MISHRA@NIC.IN
22	CHHATTISGARH	Mr. P. Rama Rao	PRAMARAO@NIC.IN
23	MADHYA PRADESH	Mr. Sunil Jain	sjain@nic.in
24	GUJARAT	Mr. Sailesh Shah	SHAILESH.SHAH@NIC.IN
25	DAMAN AND DIU		
26	DADRA AND NAGAR HAVELI		
27	MAHARASHTRA	Mr. B D Gondane	bd.gondane@nic.in
28	ANDHRA PRADESH	Mr. Hafeez, Ms. K Aruna	hafees@nic.in, arunak@nic.in
29	KARNATAKA	Mr. Prasant Gadgoli	prash.g@nic.in
30	GOA	Mr. Satish Redkar	satesh.r@nic.in
31	LAKSHADWEEP		
32	KERALA	Ms. Asha Varma, Ms. Beena	beena.g@nic.in, ashavarma.kc@nic.in
33	TAMIL NADU	Mr. K Jayabalan	j.balan@nic.in
34	PUDUCHERRY	Mr. Sivanandan	siva.pon@nic.in
35	ANDAMAN AND NICOBAR ISLANDS	Mr. Saravanan	saravanan.t@nic.in
36	TELANGANA	Mr. K Venkat	jayashree@nic.in, k_venkat@nic.in

## List of activities to be performed by Urban Development Departments in the LGD:

Urban department will perform below activities in the Local Government Directory:

- **Create and Manage Urban Local Bodies**

Urban department can create new urban local bodies of various types (viz. Municipal Corporation, Nagar Panchayat etc.) as per the urban local body setup defined in the State using Create Urban Local bodies form available in the Local body section. A new Urban Local body can be created by taking coverage from "Existing Urban Local Bodies" or "Unmapped/Partially Mapped Land regions".

### CREATE URBAN LOCAL GOVERNMENT BODY

#### GENERAL DETAILS OF NEW LOCAL BODY

Name of new Local body (In English) \* Ambala

Name of new Local body (In Local language) अंबाला

Alias of the local body (In English)

Alias of the local body (In Local language)

State Specific Code

#### TYPE OF NEW LOCAL BODY

Select Local Body Type \* Municipal Corporations

#### SELECT COVERED AREA OF LOCALBODY

##### Select from Existing Localbodies

###### Available Urban Local Body List

Panchkula  
Panipat  
Rohtak  
Sonapat  
Yamunanagar

###### Available Sub-District list

###### Available Village list

##### Select from Un-Mapped/Partially Mapped Land Regions

###### Available Sub-District list

Assandh--(373)--(PARTLY)  
Badliwa--(403)--(PARTLY)  
Bahadurgarh--(408)--(PARTLY)  
Ballabgarh--(425)--(PARTLY)

###### Available Village list

###### Contributing Urban Local Body List

Karnal (PART)

###### Get Covered area of Local Body

###### Contributing Sub-District list

Karnal(Karnal) ( PART ) ( PART )

###### Get Village List

###### Contributing Village list

###### Contributing Sub-District list

Ambala--(369)--(PARTLY) ( PART )

###### Get Village List

###### Contributing Village list

It can also perform below operations on the Urban Local Body using *Manage*

Urban Local Body form available in the Local body Section:

SEARCH CRITERIA

Select Local Body Type \* Municipal Corporations

Apply Local Body \* Clear

LOCAL GOVERNMENT BODY DETAILS

Show 10 entries

Search

S No	Local Body Code	Local Body Name (In English)	View	Modify Name	Change Covered Area	Map Covered Area	Modify Localbody Type	GIS Map View
1	248491	Ambala						
2	248585	Faridabad						
3	248576	Gurugram						
4	248548	Hisar						
5	248517	Karnal						
6	248489	Panchkula						
7	248521	Panipat						
8	248557	Rohtak						
9	248529	Sonipat						
10	248500	Yamunanagar						

Showing 1 to 10 of 10 entries

Previous 1 Next

Rename an existing Urban Local body

MODIFY NAME OF EXISTING LOCAL BODY

GENERAL LOCAL GOVT BODY DETAILS

Name of Local body (In English)	Ambala Sadar
Name of Local body (In Local language)	ambala sadar
Alias of the local body (In English)	
Alias of the local body (In Local language)	
Previous Names of this Local Body	Click to View

MODIFY NAME OF A LOCAL BODY

Name of Local body (In English)*	Ambala
Name of Local body (In Local language)	Ambala
Alias of the local body (In English)	
Alias of the local body (In Local language)	

Change Coverage Area

Change Coverage Area of Existing Local body

Name of Local body (In English)	Ambala Sadar
Name of Local body (In Local language)	ambala sadar
Alias of the local body (In English)	
Alias of the local body (In Local language)	

COVERED AREA OF SELECTED LOCALBODY

Current Covered Sub-Districts

SUB-DISTRICT CODE	SUB-DISTRICT NAME (IN ENGLISH)	ACTION
309	Ambala(PART)	X

Current Covered Villages

VILLAGE CODE	VILLAGE NAME	ACTION
23DCD9	Ambala(PART)	X



## SELECT COVERED AREA OF LOCALBODY

Select from Existing Localbodies

### Available Urban Local Body List

Panchkula  
Panipat  
Rohtak  
Sonapat  
Yamunanagar

Whole  
Back  
Reset  
Part

### Contributing Urban Local Body List

Karnal (PART)

Get Covered Area of Local Body

### Contributing Sub-District list

Karnal(Karnal) ( PART ) ( PART )

### Available Sub-District list

Whole  
Back  
Reset  
Part

### Available Village list

Whole  
Back  
Reset  
Part

Get Village List

### Contributing Village list

Select from Un-Mapped/Partially Mapped Land Regions

### Available Sub-District list

Assandh--(373)--(PARTLY)  
Badhra--(403)--(PARTLY)  
Bahadurgarh--(408)--(PARTLY)  
Ballabgarh--(426)--(PARTLY)

Whole  
Back  
Reset  
Part

### Contributing Sub-District list

Ambala--(359)--(PARTLY) ( PART )

### Available Village list

Whole  
Back  
Reset  
Part

Get Village List

### Contributing Village list

## Map Coverage Area

### GENERAL LOCAL GOVT BODY DETAILS

#### LOCAL GOVERNMENT SETUP

Name of Local body (In English)	Ambala
Name of Local body (In Local language)	ambala
Alias of the local body (In English)	
Alias of the local body (In Local language)	

#### COVERED AREA OF SELECTED LOCALBODY

##### Current Covered Area

##### Current Covered Sub-Districts

Sub-District Code	Sub-District Name (In English)
359	Ambala(PART)

##### Change Coverage type

Part	Full
<input checked="" type="radio"/>	<input type="radio"/>

##### Current Covered Villages

Village Code	Village Name
57472	Kalawar (320)(PART)

##### Change Coverage type

Part	Full
<input checked="" type="radio"/>	<input type="radio"/>

#### UNMAPPED/PARTIALLY MAPPED LANDREGIONS

##### Available Sub-District list

Adampur--(393)--(PARTLY)  
Ambala--(359)--(PARTLY)  
Assandh--(373)--(PARTLY)  
Badhra--(403)--(PARTLY)

Whole  
Back  
Reset  
Part

##### Contributing Sub-District list

Get Village List

##### Available Sub-District list

Adampur--(393)--(PARTLY)  
Ambala--(359)--(PARTLY)  
Assandh--(373)--(PARTLY)  
Badhra--(403)--(PARTLY)

Whole  
Back  
Reset  
Part

##### Contributing Sub-District list

Update Close

## Modify Type of Local body

**MODIFY LOCAL BODY TYPE**

Name of Local body (In English) Ambala Sadar  
 Name of Local body (In Local language) ambala sadar  
 Alias of the local body (In English)  
 Alias of the local body (In Local language)

**MODIFY TYPE OF LOCALBODY**

Type of Local Body Municipality  
 Name of Local body (In English) \* Ambala  
 Select Local Body Type \* Notified Area Council

**GOVERNMENT ORDER DETAILS**

Order No \* Ambala 2009/1/1  
 Order Date \* 05/10/2017  
 Effective Date \* 05/10/2017  
( Previous Version Effective Date : 05/10/2017 )

• **Create and Manage ER Designations(Urban Local Bodies)**

Urban Department can maintain designations details of Elective Representatives of various types of Urban Local bodies using this form.

**Designation Hierarchy - Elected Representatives**

**LOCAL GOVERNMENT SETUP**

Local Government Type Municipal Corporation

**TOP DESIGNATION**

Name (In English) \* Chairman  
 Name (In Local Language) \* Chairman

**DESIGNATION (OTHERS)**

NOTE : If the designation is being used by other applications, you cannot modify / delete that designation.

Name (In English)	Name (In Local Language)	Can multiple officials share this designation	Is It Regular Post	Rearrangement
Member	Member	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

**Save** **Print** **Close**

• **Create and Manage Official Designations(Urban Local Bodies)**

Urban Department can maintain designations details of Officials of various types of Urban Local bodies using this form.

**Designation Hierarchy - Officials**

LOCAL GOVERNMENT SETUP

Local Government Type: Municipal Corporation

TOP DESIGNATION

Name (In English): CEO

Name (In Local Language): CEO

DESIGNATION (OTHERS)

NOTE: If the designation is being used by other applications, you cannot modify / delete that designation.

Name (In English)	Name (In Local Language)	Can multiple officials share this designation	Is it Regular Post	Rearrangement
Officer	Officer	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Save Add Close

• **Create and Manage Urban Local bodies Wards**

Urban Department can maintain list of wards of various types of Urban Local bodies using this form. It can perform below operations on Wards of Urban Local bodies:

- ✚ Create a new Urban Ward
- ✚ Edit details of existing Urban Wards
- ✚ Delete an existing Urban Ward

**CREATE AND MANAGE URBAN WARD**

SEARCH CRITERIA

Select Local Body Type: Municipal Corporations

Fetch Wards Close

LIST OF WARDS

Enter No. of New Wards to be Added:  Add Rows

Serial No.	Enable a Ward For Editing	Ward Number	Ward Name(In English)	Ward Name (In Local language)	Delete Ward
1	<input type="checkbox"/>	1	Ambala (M CI) - Ward No.1 Housing		<input type="checkbox"/>
2	<input type="checkbox"/>	2	Ambala (M CI) - Ward No.2		<input type="checkbox"/>
3	<input type="checkbox"/>	3	Ambala (M CI) - Ward No.3		<input type="checkbox"/>
4	<input type="checkbox"/>	4	Ambala (M CI) - Ward No.4		<input type="checkbox"/>

Save Add Another Row Close

- ✚ Publish Details of Urban Ward

PUBLISH URBAN WARD CHANGES

SEARCH CRITERIA

Select Local Body Type \* Municipal Corporations

Go Back Close

PUBLISHED WARDS

Show 10 entries

Search:

Serial No.	Ward Number	Ward Name In English	Ward Name Local
1	1	Ambala (M CI) - Ward No.1 Housing Board Colony, Naraingarh Road, Jaggi Garden, Dhulkot Power House	
2	2	Ambala (M CI) - Ward No 2	
3	3	Ambala (M CI) - Ward No.3	
4	4	Ambala (M CI) - Ward No.4	
5	5	Ambala (M CI) - Ward No.5	

Showing 1 to 10 of 31 entries

Fast Previous 1 2 3 4 Next Last

WARD DETAILS

Show 50 entries

Search:

Serial No.	Ward Number	Ward Name In English	Ward Name Local	Publish Changes <input type="checkbox"/> Publish All Changes	Delete Changes <input type="checkbox"/> Delete All Changes
No data available in table					

Showing 0 to 0 of 0 entries

Fast Previous Next Last

Go Back Go Forward

DELETED WARDS LIST

Show 10 entries

Search:

Serial No.	Ward Number	Ward Name In English	Ward Name Local	Restore Ward
No data available in table				

Showing 0 to 0 of 0 entries

Fast Previous Next Last

• **Convert a RLB to ULB**

Urban Department can convert whole or part of a Rural Local Body to Urban Local Body. The selected rural area can be merged into existing ULB or declared as new ULB.

CONVERT PANCHAYAT TO URBAN LOCAL BODY

Select District Panchayat \* AMBALA

Select Intermediate Panchayat \* AMBALA-I

Available Village Panchayat list

- AHEMA
- AMIPUR
- ANANDPUR JALBERA
- BAKNAUR

Selected Village Panchayat List \*

- ADHO MAJRA(FULL)
- BABAHERI(PART)

Available Village Panchayat list

- Babahan (105)(BABAHERI)

Selected Village Panchayat List \*

Buttons: Whole, Back, Register, Part, Get Covered area of Local Body, Previous, Next Step, Close

CONVERT PANCHAYAT TO URBAN LOCAL BODY

SELECT URBAN LOCAL BODY

- Merge the selected rural areas into existing ULB
- Declare the selected rural areas as new ULB

SELECT EXISTING URBAN LOCAL BODY

Select Urban Local body Type \* Municipal Corporations

Select Urban Local Body \* Faridabad

Select for upgrade \*  Yes  No

Select Urban Local Body \* Municipality

Buttons: Previous, Save, Close

• **Resolve Disturbed State of Unresolved Entities(Urban)**

Urban Department can manage existing Urban entities which are in disturbed state due to some major operation performed on their covered area. For an Example: A new Sub district has been bifurcated in to two new sub districts.

RESOLVE DISTURBED STATE OR WITH WARNING FLAG

Warning State  Disturb State

S No	Flag	Local Body Code	New name of Local Body Type	Local Body Name	Action
1	▶	248547	Municipal Committee	Narnaund	action
2	▶	248545	Municipal Committee	Barwala	action
3	▶	248548	Municipal Council	Hansi	action

Close

It can manage such urban entities using Manage Un-Resolved Entities (Urban) in Un-Resolved Entity section in the left menu bar.

• **Invalidate a Urban Local Body**

The urban local government body can lose its identity, if the covered area of a local body is submerged or converted into SEZ, it may lose identity. Sometimes the urban local bodies may be reorganized, so that some of the local bodies may lose their identity and the covered area is shifted to other local bodies. You can invalidate an existing urban local body by clicking the **Invalidate Urban Local Body** option in the **Invalidate** section. The **Invalidate Urban Local Body** form is displayed on the screen.

SELECT LOCAL BODY TYPE

Select Local Body Type \* Municipal Corporation



SELECT LOCAL BODY YOU WANT TO DELETE

Select \* Fardabad



Submit



Close

\*\*\*\*\*