To

1. All Principal Secretaries, Govt. of Manipur.
2. All Commissioners/Secretaries, Govt of Manipur.
3. All Heads of Department, Manipur.

Subject: Preparation of draft Annual Plan, 2010-11 proposals for the State of Manipur.

Sir,

I am to enclose herewith a copy of D.O. letter No. MI-13048/38/2009-SP-C dated the 8th October, 2009 from Secretary, Planning Commission regarding the above subject. State Government has been requested to prepare the draft Annual Plan 2010-11 proposals and submit to Planning Commission within 30th November, 2009.

2. As per the stipulations of the Planning Commission, the plan proposals for 2010-11 are to be prepared assessing an increase of 10% over the Central Assistance provided in 2009-10. The schedule for the finalisation of Annual Plan 2010-11 for the States indicated by the Planning Commission are as given below:

<table>
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<tr>
<th>Official level resource discussions</th>
<th>1st to 30th November, 2009</th>
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<tbody>
<tr>
<td>Last date of receipt of draft Plan Documents from States and Union Territories</td>
<td>30th November, 2009</td>
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<tr>
<td>Two day Working Group discussions</td>
<td>1st to 31st December, 2009</td>
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<tr>
<td>Deputy Chairman - Chief Minister level discussions</td>
<td>January – February, 2010</td>
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<td>Issue of finalised Sectoral Outlay and Scheme of Financing</td>
<td>Within ten days of the above meeting</td>
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3. While preparing draft plan proposals of your department, the following elements should invariably contain in the write-up portion (Volume-I):

Write Up portion (Volume-I):

i) Introduction about the sector
ii) Review of the first three Annual Plan 2007-16 (inclusive of all earmarked programmes/ACA, Special Plan Assistance)
iii) Outlines of Annual Plan 2010-11 proposals including all earmarked programmes and separate paragraphs on.
a) Schedule Caste Special Plan (SCSP).
b) Tribal sub Plan (TSP).
c) District Plan.
d) Special Plan Assistance, if any.
e) EAP, if any.
f) Women component, if any.
g) Voluntary Sector, if any.
h) Initiative for additional resource mobilization, if applicable.
i) Reform Programme undertaken, if applicable.

4. In view of the urgency of the matter, you are requested to expedite preparation of draft Plan Proposals for Annual Plan 2010-11 in respect of your department and submit five (five) copies of draft Plan proposals to Planning Department latest by 20th November, 2009 positively along with soft copy (write up portion in MS-Word and Statements in MS-Excel) Formats for preparation of Statements are yet be sent by Planning Commission. The same will be made available as soon as these are received from the Planning Commission.

5. This may kindly be accorded Top Priority.

Yours faithfully,

(D.S. PSC/o) 23/0
Chief Secretary/Planning
Govt of Manipur

Copy to:
1. Secretary to Chief Minister, Manipur.
2. P PS to all Ministers, Manipur.
3. P S to Dy Chairman (SPB), Manipur.
4. Principal Secretary (Finance), Govt of Manipur.
5. Director (Planning), Manipur.