

Citizen's/Client's Charter for Soil and Land Use Survey of India



Citizen's/Client's Charter
for
Soil and Land Use Survey of India
(2016-2017)

Address: IARI Campus, Pusa, New Delhi-110012

Website: [http:// slusi.dacnet.nic.in](http://slusi.dacnet.nic.in)

Date of Issue: November 2016

Next Review: After Six months from the Date of Issue

Citizen's/Client's Charter for Soil and Land Use Survey of India

1) VISION

The Soil and Land Use Survey of India (SLUSI) is mandated to conduct various types of soil survey on different scales in order to provide soil and land use data for developmental programmes encompassing soil and water conservation planning for watershed management, Scientific Land use planning on sustainable basis.

2) MISSION

To study and generate Soil and Land Resources data at different intensities with present land use as well as limitation and potential of soil for sustainable agriculture development and natural resources management.

3) ACTIVITIES

The major activities of the organization are as under.

- Detailed Soil Survey (DSS) using real time remote sensing data to generate detailed scientific database on Soil and Land characteristics for planning and implementation of various programmes on soil and water conservation and soil health management.
- House of Technical Support Group (TSG) for providing support to National Mission for Sustainable Agriculture.
- Monitoring and evaluation of various developmental projects under NMSA and other national programmes.
- Development of Management Information System (MIS) for knowledge networking and monitoring.
- Establishment of Nodal Soil laboratory for analysis/quality checking of soil analysis of other soil laboratories.
- Preparation of plate form free State-wise Digital Micro-watershed Atlas at 1:50,000 scale.
- To conduct trainings for capacity building for officers of state government departments.
- Consultancy /collaborative projects with central/state government departments, research institutes, universities for research/other academic activities.
- Development and promotion of space borne remote sensing techniques for application in mapping and monitoring of soils, land use, land degradation and wastelands etc.

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4) MAIN SERVICES/TRANSACTIONS

S. No.	Services / Transaction	Weight %	Responsible Person (Designation)	Email	Phone No.	Process	Document Required	Fees		
								Category	Mode	Amount
1	Details Soil Survey (DSS)	30	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	5000 ha per month per party	Toposheet of Survey of India and Cadastral Map / Satellite data of that Area of Interest	Nil	Payment through bank Demand Draft in favour of Pay & Accounts Officer, Dte. of Ext. E&S/AISLUS payable at New Delhi	Cost of DSS Survey is Rs.50/-per ha Plain Terrain and Rs.90/- per ha Hilly Terrain
2	Rapid Reconnaissance Survey (RRS)	==	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	80,000 ha per month per party	Toposheet of Survey of India and Satellite data of that Area of Interest	Nil	-do-	Cost of RS Survey is Rs.2.50/-per ha
3	Land Degradation Mapping (LDM)	==	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	Subject to area under study	Toposheet of Survey of India and Satellite data of that Area of Interest	Nil	-do-	Cost of LDM Survey is Rs.1.50/-per ha
4	Soil Resource Mapping (SRM)	10	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	Subject to area under study	Toposheet of Survey of India and Satellite data of that Area of Interest	Nil	-do-	Cost of SRM survey is Rs.86,703/-per Toposheet (72,000 ha)
5	Providing data of Details Soil Survey/ Rapid Reconnaissance Survey/ Land Degradation Mapping to the user agencies	03	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	3 working days	Area of Interest	Nil	-do-	Cost of DSS report is Rs. 2.00 per ha/ RRS report is Rs. 0.10 per ha/ LDM report Rs. 0.01 per ha

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S. No.	Services / Transaction	Weight %	Responsible Person (Designation)	Email	Phone No.	Process	Document Required	Fees		
								Category	Mode	Amount
6	Watershed Atlas (1:1 Million scale) (Hard Copy Only)	02	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	Same day (by hand)	Request in the form of letter from the concerned	Nil	Payment through bank Demand Draft in favour of Pay & Accounts Officer, Dte. of Ext. E&S/AISLUS payable at New Delhi	Rs.700/ <i>plus</i> Rs. 100/ (Postal Charges, if applicable)
7	Development of Geo-spatial database on microwatershed atlas of state and soils resources	30	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	3 working days	Area with respect to District/Watershed/ Microwatershed/ Village	Nil	-do-	Cost of soft copy of Micro watershed Atlas Rs 2000/- per Toposheet on 1:50,000 scale
8	Administrative Reform	10	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	i)Examination of invoices ii)Processing of invoices iii)Issuing sanction for payment	Bills/Invoices complete in all respect	Nil	-do-	Nil
9	Short course / training for user agencies	15	SSO/Head of Office SLUSI (HQ)	ssohq-slusi@gov.in	011-25849486	Training on updation of knowledge of officials of user agencies and use of soil & land resources data for agriculture development planning.	Nil	Nil	Nil	Nil

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5) SERVICES STANDARDS

Sl No.	Service/Transaction	Weight	Success Indicators	Service Standards	Unit	Weight	Data Source
1	To conduct Soil Survey and mapping work at different scale for soil health management	40	Time taken for completion of survey work in all respect	As per guidelines of Soil Survey manual	Days	40	Deptt. Record
2	Providing data to user agencies	05	Average waiting time to respond after the request reached the office	3-5 working days	day	05	Deptt. Record
3	Development of Geo-spatial database on micro-watershed atlas of state and Soils resources	30	Time taken to complete assigned work in all respect	5-7 working days per toposheet (1:50,000 scale)per layer	day	30	Deptt. Record
4	Short course / training for user agencies	15	Number of trainings conducted per year	3-4 trainings /year	No.	15	Deptt. Record
5	Administrative Reform	10	Measures for transparency in system	Time taken for disposal of claims	Days	10	Deptt. Record

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6) GRIEVANCE REDRESS MECHANISM

Sl. No.	Names of Public Grievance Officer	Helpline Number	E-mail
1	Dr. Munish Kumar, Soil Survey officer (HQ) Soil and Land Use Survey of India IARI Campus, PUSA, New Delhi-110012	011-25849486	ssohq-slusi@gov.in

Website URL to lodge <http://pgportal.gov.in/>

7) LIST OF STAKEHOLDERS/ CLIENTS

Sl. No	Stakeholders/ Clients
1	Ministries / Departments of Government of India
2	State Governments and Govt. Undertaking Organizations
3	Research Scholars, Student Communities and Universities particularly the State Agricultural Universities
4	National Informatics Centre
5	Local Authorities in the Centre and State Governments.
6	Nationalised Banks
7	Farmers, Farmer Organisations, Agricultural Functionaries
8	Corporate and Private Sectors and other NGO Institutions
9	Farmers' Interest Groups/Commodity Interest Groups
10	Citizens in General.

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8) RESPONSIBILITY CENTRES

Sl. No	Headquarter/ Centre	Land Line No.	E-mail	Address
1	NEW DELHI (HEAD QUARTER)	011-25841263	csso-slusi@nic.in , ssohq-slusi@gov.in	Soil and Land Use Survey of India, IARI Campus, Pusa, New Delhi-110 012
2	AHMEDABAD	079-26603590	ssoahmedabad-slusi@nic.in	Soil and Land Use Survey of India, Mrida Sarvekshan Bhavan, Opposite Godavari flats, Vasana P.O, AHMEDABAD -380 007 (Gujarat)
3	BANGALORE	080-23640761	soilkar@nic.in	Soil and Land Use Survey of India, Kodigehalli, Post Vidyanapura, BANGALORE-560 097 (Karnataka)
4	HYDERABAD	040-24010051	ssohyderabad-slusi@nic.in	Soil and Land Use Survey of India, Next to G.H.M.C Building, Rajendra Nagar, HYDERABAD -500 030 (Telangana)
5	KOLKATA	033-24301581	ssokolkata-slusi@nic.in	Soil and Land Use Survey of India Baishnavghata, Patuli Township, Block E, KOLKATA-700 094 (WB)
6	NAGPUR	0712-2582293	ssonagpur-slusi@nic.in	Soil and Land Use Survey of India, Bhoomi Sarvekshan Bhavan, CPWD Colony, Katol Road, NAGPUR- 440 013 (Maharashtra)
7	NOIDA	0120-2544804	ssonoida-slusi@nic.in	Soil and Land Use Survey of India, Mrida Sarvekshan Bhawan, C-4, Sector 1, NOIDA-201 301 (UP)
8	RANCHI	0651-2450188	ssoranchi-slusi@nic.in	Soil and Land Use Survey of India Plot No. 32/456, B.A.U, Campus , Kanke, RANCHI-834 006 (Jharkhand)

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9) INDICATIVE EXPECTATIONS FROM SERVICE RECIPIENTS

Sr. No	Indicative Expectations from Service Recipients
1	Visit the website i.e http://slusi.dacnet.nic.in before requesting for specific programmes/ Survey / Watershed/Microwatershed related information before making queries or requests.
2	Suggestions should be sent to the Head Quarter or concerned centre who would take up the matter.
3	Submission of Complete application
4	Timely respond to deficiencies in the application forms
5	The proposals from the State Governments and the Divisions should be complete in all respect
6	Awareness about Watershed Atlas of India
6	Awareness about Soil and Water conservation with respect to Microwatershed (s)
7	Awareness about nutrients in Soil

10) MONTH AND YEAR FOR NEXT REVIEW OF THE CHARTER

Next Charter review date: After six month

LET US JOIN IN MAKING THIS CHARTER A SUCCESS