

**IMPORTANT**

**GOVERNMENT OF MEGHALAYA  
PLANNING DEPARTMENT**

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No. PLR. 219/2011/14,

Dated Shillong, the 22<sup>nd</sup> December, 2011.

From :- Shri K.S. Krophu, I.A.S.,  
Principal Secretary to the Government of Meghalaya,  
Planning Department.

To,

1. All Principal Secretaries/Commissioner & Secretaries/Secretaries to the Government of Meghalaya, Shillong.
2. All Heads of Departments, Govt. of Meghalaya, Shillong.

**Subject: - Preparation of proposals for the 12<sup>th</sup> Five Year Plan and Annual Plan 2012-13.**

Sir,

I am directed to request you to kindly take necessary steps for preparation of the Plan proposals for the 12<sup>th</sup> Five Year Plan as well as for the Annual Plan 2012-13 and to say that the guidelines and formats for preparation of the Draft Annual Plan 2012-13, as received from the Planning Commission, has been placed in the Planning Department's Website ([www.megplanning.gov.in](http://www.megplanning.gov.in)).

The Planning Commission has fixed the 15<sup>th</sup> January, 2012 as the last date for submission of the Plan document of the State. In this connection, I would request all Departments to kindly follow the guidelines of the Planning Commission while preparation of their Plan proposals. A brief note on the strategies and proposals to be implemented during the 12<sup>th</sup> Plan and Annual Plan 2012-13 may kindly be prepared in MS Word format while the statements may be prepared in MS Excel format.

All Departments are requested to submit hard copies as well as soft copies of their proposals to the Planning Department by the **10<sup>th</sup> January, 2012 positively.**

Yours faithfully,

Enclo :- as above.



Principal Secretary to the Government of Meghalaya,  
Planning Department.

Memo No.PLR. 219/2011/14-A

Dated Shillong, the 22<sup>nd</sup> December, 2011.

Copy to :-

1. The Private Secretary to the Chief Secretary to the Govt. of Meghalaya for kind information of the Chief Secretary.
2. The Private Secretary to the Additional Chief Secretary to the Govt. of Meghalaya i/c Soil & Water Conservation / Finance Department for kind information of the Additional Chief Secretary.
3. The Director, Corporate Affairs/ Distribution , Me.E.C.L, Lum jingshai for information and necessary action.
4. The Director, Programme Implementation & Evaluation Department for kind information.
5. The Additional Secretary to the Government of Meghalaya, Finance (EA) Department, for kind information and necessary action.
6. The Special Officer & Ex-Officio, Under Secretary, Meghalaya State Planning Board for information & necessary action.
7. The Under Secretary to the Government of Meghalaya, Planning (A) Department for information and necessary action.
8. The Project Director, S & T Cell, Planning Department for information & necessary action.
9. All Planning Officers/ Research Officers,/Assistant Research Officers/ Research Assistants for information & necessary action.

By order etc.,

Officer on Special Duty & ex-officio  
Joint Secretary to the Government of Meghalaya,  
Planning Department.