



सत्यमेव जयते

आंकड़े प्रक्रिया प्रभाग
भारत के महारजिस्ट्रार का कार्यालय
गृह मंत्रालय, भारत सरकार

Data Processing Division
OFFICE OF THE REGISTRAR GENERAL, INDIA
Ministry of Home Affairs, Government of India

F.No.35301/2/2019-DPD

Dated: 17th June, 2019

Census of India 2021 - Circular No.5

Subject: Tentative workload, distribution of computer hardware equipment, manpower and related guidelines for Data Capture Center renovation/upgradation.

As part of the preparations for Census of India 2021, the attached statement shows the allocation of workload (approximate) to be handled at your Data Capture Centre (DCC) in respect of House list and Household pertaining to Census of India 2021, distribution of proposed computers & peripherals to be installed and guidelines for renovation/up-gradation of DCC. Based on 2011 experience and changes in technology, D.P. Division has assessed the requirement of minimum space for desktop/workstation, number of LAN nodes and power connections etc. at DCC. All actions should be initiated immediately to ensure that the requisite basic infrastructure/amenities facilities are ready before end of December, 2019.

2. To complete the data processing task in given timeline, nos. of workstations allocated to your DCC has been increased (in comparison to previous census), which will require more space to accommodate. The additional workstations may be adjusted in the DCC or adjacent room/area. Due to compact size of Server system, the extra space so created in Server room may be utilised for installing extra un-manned workstations. Once the work relating to digitization of data for Census of India 2021 is over, these desktops may be utilized for e-office and other work of the Directorate.

3. Controlling officer is advised to nominate an officer (not below the rank of Assistant Director) from the IT/EDP Cadre, as DCC in-charge. In case no IT/EDP officer is available, officer from Statistical Cadre (having sufficient knowledge of computer systems) may be nominated, till the time officer from IT/EDP Cadre is posted in the concerned DCO.

4. On the basis of the tentative workload and equipment proposed, you may start discussions with local authorities (like CPWD/PWD/PSUs etc.) for obtaining estimates for up-gradation of DCC w.r.t. Civil, Electrical, Furniture and other items of basic infrastructure/amenities facilities at the earliest. Estimate obtained from the concerned agencies may be sent by the Controlling Officer of the concerned DCO, alongwith the justification to D.P. Division, **so as to reach at the following address on or before 27/06/2019:**

Technical Director
National Data Center, ORGI,
Ministry of Home Affairs,
8th Floor, Block-3, DMRC Delhi IT Park,
Shastri Park, Delhi - 110053.
Email Address: edp.rgi@gov.in

Sanjay

(SANJAY)

Deputy Director General

Encl: As above

To,

The Controlling Officers of all DCOs having DCC.

Copy to:

- 1.) PPS to RG&CCI
- 2.) PS to Additional RGI
- 3.) Budget Section
- 4.) Order File

