GOVERNMENT OF ANDHRA PRADESH O/o Commissioner & Director Department of Gram Volunteers/Ward Volunteers & Village Secretariats / Ward Secretariats, Plot No.11 & 12, Nirman Bhavan, APIIC Colony, Autonagar, Vijayawada.

All the District Collector in the State, All the Joint Collectors (VWS &D) in
the state
All the Chief Executive Officers of ZPP in the State.
All the District Panchayat Officers in the State.
All Divisional Level Officers (DLDOs) in the State.
All Municipal Commissioners (ULBs) / MPDOs in the State.

Lr.RC. No:110/ GSWS/2021, Dated: -12--2021

Sir/Madam,

	Department of Gram volunteers / Ward volunteers & Village Secretariats / Ward Secretariats– IT- Hardware supplied by Government- Maintenance of Tools & Plants registers- Service requests and Volunteers issues - Conducting of monthly review meetings to solve the issues- Reports from districts on reviews conducted - Action taken Report and instructions to resolve the issues at various levels-Reg.
Ref	 Meeting with Special Chief Secretary, GVWV&VSWS Department held on 07-10-2021
	2. Lr no 1445900/GSWS/110/2021 Dated 02-11-2021.
	 3. 3. Minutes of the Web Conference conducted by the Chief Secretary to Government with all District Collectors and Joint Collectors (VWS&D) on 21-10-201. 4. Do No. 62/D/L lordware (2021) deted 25, 10, 2021 of District Collectors CDCD Mollectors
	4. Rc No 62/B/Hardware/2021 dated 25-10-2021 of District Collector, SPSR Nellore.

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In the reference 1stcited, the Special Chief Secretary to Government, GVWV & VSWS Department of Andhra Pradesh has instructed to establish a system for obtaining, to fix responsibility to resolve at various levels, review of ATRs and to maintain a record on the issues of volunteers Salaries, CFMS ID, ID Cards, APP Login, Mobile, SIM, FPS and hardware by conducting a review meeting on every Wednesday at various levels(secretariat, Mandal/Municipality, District & HOD in every month.

In the reference 2nd cited, instructions are issued that review shall be focused on Volunteers & IT Hardware issues and the probable agenda items, action points & responsibilities at various levels are communicated.

In the reference 3rd cited, The Chief Secretary to Government of Andhra Pradesh, requested all the District Collectors to ensure conducting the meetings to resolve issues relating to functioning of infrastructure at Village / Ward Secretariats on 1st Wednesday, at Mandal /ULB on 2nd Wednesday and district level on 3rdWednesday.

File No.GWS01-COOR/136/2021-MLO-1

1.- An Inventory Management Portal https://vsws.co.in/ has been developed and made live on 2nd October 2021, to track the status and issues pertaining to hardware supplied to the Village/ Ward Secretariats. As on 1st December 2021, **76%** of the total devices have been added to the portal, while **315** Secretariats have entered NIL data. As the Department is planning for 'Automation' of hardware management through the portal, it is

critical that all the device details are added to the portal by as early as possible.complete the inventory of all device details by DA/WEDPS.

2.Provision is made live in the portal for all DAs/ WEDPSs of all Village/ Ward Secretariats to add number of Volunteer issues related to critical hardware (Mobiles, Fingerprint Scanners and SIM Cards), meeting notes and other outstanding issues discussed in the review meeting conducted on the first Wednesday of every month. -review will be based on online report in the portal

Similarly, provision enabled in the portal for MPDOs/ MCs and DCs at Mandal and District levels to add the number of issues 'Redressed' at their levels, add 'Meeting Notes' and 'Other Critical Issues' to be addressed to higher levels. A Dashboard has been made live for monitoring the same at all levels.-Hence forth review will be based on online report in the portal

3. It is to inform that about 15,000 Mobiles of Volunteers are reported to be not working as per the inventory management dashboard report. Hence, the vendor M /s Celkon impex Private limited submitted to organize a special service drive for Mobiles at 40 Xiomi MI service centres(List Enclosed) for 2 days from 08-12-2021 & 09-12-2021 .During the service drive, in addition to regular service under AMC, the vendor is offering up to 20 % discount on Spares and out of warranty repairs. Hence instructions may be issued to utilize the service camps by all the volunteers.

All the joint Collectors are requested to identify and inform the venue for conducting another special drive on 10-12-2021 & 11-12-2021 at one place in the district where there is no MI service centre or MI service centre is at very long distance.

4. It is decided to provide 4G sims to all the welfare and educational assistants,ward welfare and development secretaries. Hence, you are requested to obtain , first and second preferred networks (BSNL,AIRTEL,IDEA and JIO) from each welfare and educational assistants, ward welfare and development secretaries and send the information of the 4G Sims requirement in the proforma given below.

Name of the Distri	Welfare educatio	of Ward Developm ent Secretarie s	Total No. of Ward Welfare &educatio n Assistants + No. Of Ward Developm ent Secretarie s	Network preferred								remark s
					BSNL	Airtel		Idea		Jio		
				given	given Secon	given First priorit	given Secon	given First priorit	given Secon	given First priorit	No given Secon d priorit y	

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Yours faithfully Director

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GVWV & VSWS Department

Copy to: All District Coordinators, O/o.JC (VWS&D) in the State for information and necessary action.