

No. PLG- PF (F) 3-7/2016-17 (Main)  
Government of Himachal Pradesh  
'Planning Department'

From

Addl. Chief Secretary (Planning) to the  
Govt. of Himachal Pradesh, Shimla-2.

To

1. The Addl. Chief Secretary ( MPP & Power) to the  
Govt. of H.P., Shimla-2.
2. The Addl. Chief Secretary (Education) to the  
Govt. of H.P., Shimla-2.
3. The Addl. Chief Secretary (Finance & Planning) to the  
Govt. of H.P., Shimla-2.
4. The Addl. Chief Secretary (Urban Development) to the  
Govt. of H.P., Shimla-2.
5. The Principal Secretary (Forests and Environment Science & Technology) to the  
Govt. of H.P. Shimla-2.
6. The Principal Secretary ( Health & Family Welfare)  
to the Govt. of H.P. Shimla-2.
7. The Principal Secretary (Industries) to the  
Govt. of Himachal Pradesh, Shimla-2.
8. The Principal Secretary (Home) to the  
Govt. of H.P. Shimla-2.
9. The Secretary (Rural Development) to the  
Govt. of H.P. Shimla-2.
10. The Secretary (Agriculture) to the  
Govt. of H.P. Shimla-2.
11. The Secretary (Social Justice & Empowerment and Irrigation & Public Health) to  
the Govt. of H.P. Shimla-2.

Dated Shimla -2 the

16<sup>th</sup> August, 2016.

**Subject: Template for preparing Vision/Strategy/Action Documents by Working Groups notified for each Sustainable Development Goal.**

Sir/Madam,

Please refer to this department letter of even number dated 11<sup>th</sup> July, 2016 vide which a request was made to all the Nodal Departments for the following:

- i. To constitute the Working Group with other related major departments, as its members.
- ii. To prepare a vision document keeping in view the Goals set and/or proposed and Sustainable Development Goals (SDGs) for about 15 years for the period up to 2030 this is co-terminus with the period to achieve SDGs.
- iii. To prepare a 7-year strategy from 2017-18 to 2023-24 to convert the longer vision into Implementable policy.
- iv. To prepare a 3-year Action document for 2017-18 to 2019-20 aligned to the predictability of financial resources during the 14<sup>th</sup> Finance Commission Award period.

Most Nodal Departments have constituted the Working Groups pertaining to the Sustainable Development Goal assigned to them and have initiated the exercise to prepare the above stated document. The Planning Department has prepared a Template, which can be possibly adopted by the Working Groups for preparation of their Plans. The Template is being enclosed as Annexure-"A". **It is important that each working group proposes the plan budget requirements for the existing /new schemes for 2017-18, so that same could be incorporated while formulating the State Plan/Budget for 2017-18.**

It is requested to prepare the Vision Document/Strategy/Action Plan as per the template and send the same to the Planning Department within prescribed timeframe.

Yours faithfully,

SKB

(Dr. Shrikant Baldi)  
Addl. Chief Secretary (Planning)  
to the Govt. of H.P. Shimla-2.

Dated: Shimla-2, 16<sup>th</sup> August, 2016

Endst. No. As above.

Copy to:

1. Secretary/ Head of Departments (concerned) for favour of information and necessary action please.
2. The Adviser, Economics & Statistics Department, SDA Complex, Shimla-171009) for favour of information and necessary action please.

SKB

Addl. Chief Secretary (Planning)  
to the Govt. of H.P. Shimla-2.

# Draft Template for preparation of Vision/Strategy/Action Documents (for the convenience of the Nodal Departments)

## I. Situational Analysis (Where we are at present?)

- (a) Baseline Information
  - (i) Latest, base line information as available on achievements of SDGs.
- (b) Problem Identification
  - (i) Identifying enabling factors
  - (ii) Identifying bottlenecks
  - (iii) Identification of Growth Drivers
  - (iv) Observing and analyzing trends in indicators

## II. Target Identification (What we want to achieve?)

- (a) Defining targets to achieve the SDG.
- (b) Mapping targets with measurable indicators.
- (c) Targets by 2022.
- (d) Targets by 2030

## III. Strategy Formulation

- (a) Analysis of ongoing schemes.
- (b) Gap analysis.
- (c) Restructuring and Rationalization of ongoing schemes to orient them to the SDG. Is any change proposed in existing schemes?
- (d) New Schemes. Are any new schemes suggested for next year's budget? May be indicated by the Working Group.
- (e) Resource assessment.(State Budget resources and Private Sector investment may be indicated separately)
  - (i) For Financial Year 2017-18.
  - (ii) For three years (from 2017-18 to 2019-20).
  - (iii) For seven years (from 2017-18 to 2023-24).
- (f) Nature and extent of Community participation.
- (g) Documentation
  - (i) Three year Action Plan (2017-18 to 2019-20).
  - (ii) Seven Year Strategy (2017-18 to 2023-24).
  - (iii) 13 years Vision upto 2030.
  - (iv) **Aligning Action Plan 2017-18 with the planning/ budgetary process.**

A detailed write up on the above points alongwith the budgetary requirements for 2017-18 (as per the enclosed format) may be the part of documentation. The Government of Andhra Pradesh and Government of Assam is well ahead in these initiatives. The reports of these States can be accessed from the URLs [www.apvision.ap.gov.in/sdg.html](http://www.apvision.ap.gov.in/sdg.html) and <http://planassam.info/index.php>, respectively

