

CHAPTER X

GENERAL ADMINISTRATION

Mahendragarh, popularly called the Narnaul *nizamat*, was one of the five *nizamats* of the erstwhile Princely State of Patiala. It had two tahsils, namely; Mahendragarh and Narnaul. The general administration was carried on by the Nazim, Naib Nazim and tahsildars. The Nazim was practically a Deputy Commissioner having the additional powers of Sessions Judge. He thus exercised both judicial and executive powers. He heard appeals against the decisions of Naib Nazim and tahsildars in the civil, criminal and revenue cases. The ruler was the repository of all powers. The entire structure of administration was completely reorganised after Independence.

ADMINISTRATIVE DIVISION

The Mahendragarh district comprises four tahsils, namely; Mahendragarh, Rewari, Narnaul and Bawal. In 1978, there were 6 towns and 717 villages (688 inhabited and 29 un-inhabited), the number of villages in each tahsil is given below :—

Tahsil	Villages		
	Inhabited	Un-inhabited	Total
Narnaul	215	7	222
Mahendragarh	127	4	131
Rewari	266	17	283
Bawal	80	1	81
Total :	688	29	717

On the principle of decentralisation of authority in the administrative set-up, the district has been divided into three sub-divisions, namely; Narnaul, Mahendragarh and Rewari. The Narnaul sub-division, which coincides with the tahsil area, was created in 1968. The Mahendragarh sub-division came into being in 1958 and comprised Mahendragarh and Dadri tahsils. In 1972, the Dadri tahsil was transferred to the newly created Bhiwani district and the Mahendragarh sub-division was left with Mahendragarh tahsil area. Rewari sub-division was created in 1965 when it was a part of the Gurgaon district and now covers the Rewari and Bawal tahsils.

In 1978, the strength of sub-division and tahsil officers was as follows :

Sub-division	Tahsil	Officers	Strength
Narnaul	Narnaul	Sub-Divisional Officer (Civil)	1
		Tahsildar	1
		Naib Tahsildar (Mahal)	1
		Naib Tahsildar (Accounts)	1
		Naib Tahsildar Agrarian (for whole district)	1
		Naib Tahsildar (Elections) (for whole district)	1
Mahendra- garh	Mahendragarh	Sub-Divisional Officer (Civil)	1
		Tahsildar	1
		Naib Tahsildar	1
		Naib Tahsildar (Accounts)	1
Rewari	Rewari	Sub-Divisional Officer (Civil)	1
		Tahsildar	1
		Naib-Tahsildar	1
		Naib-Tahsildar (Accounts)	1
	Bawal	Tahsildar	1
		Naib Tahsildar	1

DISTRICT AUTHORITIES

Deputy Commissioner.—The general administration of the district is vested with the Deputy Commissioner. For administrative purposes, he is under the Commissioner, Hisar Division, Hisar. In other words, the state government's general authority descends through the Divisional Commissioner to the Deputy Commissioner. With the advent of democratic set-up and increased tempo of development activities, the duties and responsibilities of the Deputy Commissioner have increased enormously. He still performs the triple functions of British times, being at once the Deputy Commissioner, the District Magistrate and the Collector, but his responsibilities, particularly as Deputy Commissioner have greatly increased.

As Deputy Commissioner, he is the executive head of the district with multifarious responsibilities. There is hardly any aspect of district administration with which he is not concerned in one way or the other. He has a special role to play in regard to Panchayati Raj. In addition to keeping an eye on the working of Panchayati Raj institutions, he guides the Panchayats, Panchayat Samitis, Municipal committees, Market committees and Improvement trusts and helps them to overcome difficulties and problems.

As District Magistrate, he is entrusted with the maintenance of law and order in the district. In the discharge of this responsibility, he is assisted by the Superintendent of Police. After the separation of the judiciary from the executive in 1964, he is only principal executive magistrate for the enforcement of security measures and exercises judicial powers under certain sections of preventive chapters of the Code of Criminal Procedure. Here he is assisted by 4 Executive Magistrates.

As Collector, he is the highest revenue judicial authority in the district and is responsible for collection of land holding tax and all dues recoverable as arrears of land revenue. If a party does not pay a tax in time, the tax-collecting authority sends a certificate of tax arrears to the Deputy Commissioner, who has powers to recover the amount in the same way as he does in respect of land revenue.

He supervises the maintenance of land records and agricultural statistics besides the management of government lands and estates. He is also entrusted with the implementation of land reforms and distribution of *taccavi* and other loans to agriculturists. The supervision of acquisition and requisition of land and administering relief measures in case of drought, flood and other natural calamities are some of his other duties. He acts as the District Election Officer and the Registrar for registration work.

The coordination work of the Deputy Commissioner to which a brief reference has been made, forms an important part of his overall responsibilities. While coordinating the activities of various departments in the district, whenever necessary, he takes care not to interfere in their internal administration, and the procedures, methods and policies of their parent departments. He holds periodical meetings of all the district level officers with a view to reviewing the progress of work done by the several departments and coordinating and intensifying their efforts. He has to possess a clear picture of the objectives of all the departments so as to evolve an integrated approach to various developmental activities. The Deputy Commissioner has been authorised to inspect the offices of all the departments in the district and he may call for any report and other information regarding those offices and their working. He is, in short, the head of the District administration,

a coordinating officer for the various departments and a connecting link between the public and the government in so far as he executes the policies, administers the rules and regulations framed by the government from time to time and also looks after the welfare, needs and requirements of the people. In fact he has become an essential instrument in building of a welfare state.

An Additional Deputy Commissioner has been appointed to relieve the Deputy Commissioner in work relating to rural development.

Sub-Divisional Officer.—The Sub-Divisional Officer is the chief civil officer of a sub-division. In fact, he is a miniature Deputy Commissioner in his sub-division. He exercises direct control over the Tahsildars and their staff. His main duties, like those of the Deputy Commissioner, include revenue, executive and judicial work. His executive duties pertain to the maintenance of law and order, development, local bodies, motor taxation, report about passport, renewal and grant of arms licenses, sub-divisional establishment, etc. As Sub-Divisional Magistrate, he exercises judicial powers under certain sections of the preventive chapters of the Code of Criminal Procedure. An appeal from the orders of the Sub-Divisional Magistrate in such cases lies to the District and Sessions Judge.

Tahsildar/Naib Tahsildar.—The Tahsildar and Naib Tahsildar are the key-officers in the revenue administration and exercise the powers of the Assistant Collector II Grade and sub-registrars and joint sub-registrars for registration work. While deciding partition cases, the Tahsildar assumes powers of Assistant Collector I Grade.

Their main task being revenue collection and supervision, the Tahsildar and the Naib Tahsildar have to tour extensively. They are principally responsible for the maintenance of revenue records and crops statistics. In the discharge of their miscellaneous duties, they assist the development staff in their various activities in the execution of plans, construction of roads, drains, embankments, soil conservation and reclamation, pavement of streets, filling of depressions and disposing of work connected with rural reconstruction. They also help the Block Development and Panchayat Officers in enlisting the maximum co-operation of the people in rural areas in making the Panchayati Raj a success. They are assisted by Kanungos and Patwaris.

Since the actual preparation of village records and revenue statistics rests with the Patwaris, the district is divided into 153 patwar circles, each circle being looked after by a Patwari who works under the immediate supervision of the Kanungo concerned.

The Lambardar (a non-official) is quite an important functionary in the administration. He collects and deposits the land holdings tax. These

deposits were previously made in the government treasury under the charge of the tahsil officers. The deposits are now made in the branches of the State Bank of India. In addition to his duties of collection of land holdings tax, he keeps an eye on law and order in his area and any breach or adverse circumstances is reported by him to the nearest police station and to the Deputy Commissioner's agency. He is assisted in his work by the village chowkidar.

General Arrangement for Disposal of Business

In addition to sub-division, tahsil and block staff, the Deputy Commissioner is assisted by the General Assistant and the Additional General Assistant. Assistant Commissioner /Extra Assistant Commissioners are also sometimes temporarily appointed in the district with varying degrees of powers. These officers relieve the Deputy Commissioner of the detailed and routine activities of his office and thus enable him to concentrate upon the general managerial duties of co-ordination, direction, and control in all spheres of the district administrative functions. G.A. is responsible for work relating to establishment, revenue and defence, etc. whereas the Additional General Assistant looks after the work relating to Panchayats, Panchayat Samitis, Five-Year Plans and local development.

Various district committees have been constituted in the district. These committees help to redress grievances of the people; to review the progress of agricultural development; to work out the ways and means to improve health and sanitation conditions, to take suitable steps for the welfare of ex-servicemen and their dependents; to work out integrated development of towns and watch the progress of revenue collection and disposal of surplus land.

Development Organisation

To administer schemes of development, the district has been divided into 9 blocks. The block was previously under the charge of a Block Development Officer but with the merger of the Panchayat Department with the Development Department in 1959, the Block Development Officer has been redesignated as the Block Development and Panchayat Officer and has been vested with powers of Panchayat Officer under the Punjab Gram Panchayat Act, 1952. With the introduction of Panchayati Raj in 1961, the development of the block is looked after by an elected body known as the Panchayat Samiti. He functions under the administrative control of the Panchayat Samiti and also functions as its *ex-officio* Executive Officer.

Each block has been provided with Extension Officers from the Development, Industries, Agriculture, Cooperative and Panchayat Departments and they function under the control of the Block Development and Panchayat Officer. This procedure helps in the co-ordination of several development activities in the block.

For the implementation of programmes relating to the uplift of rural women in the block, the Block Development and Panchayat Officer is assisted by Mukhya Sewikas and Gram Sewikas who are under the administrative control of the Lady Circle Supervisor, Narnaul¹. The various programmes undertaken by them include kitchen gardens, arts and crafts centres, *Balwadis*, home decoration, poultry farming, etc.

Panchayats have been constituted at the village level to look after the development works.

Police

The police administration in the district is under the Superintendent of Police, who, next to the Deputy Commissioner is responsible for maintenance of law and order².

Judiciary

The administration of civil and criminal justice in the district is headed by the District and Sessions Judge, Bhiwani³ who is assisted by one Additional District and Sessions Judge, Narnaul. The civil and criminal justice is administered by the Senior Sub-Judge-cum-Chief Judicial Magistrate, Narnaul. He is assisted by 4 Sub-Judge-cum-Judicial Magistrates, one each at Narnaul and Mahendragarh and two at Rewari.⁴

District Attorney

Before the appointment of District Attorney in 1961, the civil and criminal business on behalf of the government was done by Public Prosecutor /Government Advocate respectively. Now the District Attorney, Narnaul conducts these cases. He is assisted by 6 Assistant District Attorneys, three posted at Narnaul, one at Rewari and two at Mahendragarh. They are not allowed to engage in private practice.

Oath Commissioner

There are 20 Oath Commissioners, out of which 12 are functioning at Narnaul, 3 at Mahendragarh and 5 at Rewari. They charge Re 1 as attestation fee for each affidavit attested.

Notary Public

There is one Notary Public in the district. The main functions of the Notary Public are preparation and attestation of affidavits, administration of oath, etc. The fee for an attestation of affidavit is Rs. 2.50 and for certifying or authenticating a document as original is Rs. 5.

1. The Lady Circle Supervisor functions under the overall control of the Director, Women Programme, Development Department, Haryana, Chandigarh.

2. For more details about the functioning of the police, the chapter on 'Law and Order and Justice' may be seen.

3. Consequent upon the creation of a separate Sessions Division for Mahendragarh district, a District and Sessions Judge has been appointed for the district with effect from March 25, 1983.

4. For details about judiciary, see chapter on 'Law and Order and Justice'.