

**PAN Application Acknowledgment Receipt For Form 49A  
( Physical Application )**

Received Rs. 107.00/- (incl of taxes) from

M/S SSP THOTADA SECRETARIAT

Application No./Coupon No.

U-R001076317

Name to be printed on PAN card

SSP THOTADA SECRETARIAT

Date of Birth/Incorporation

18/05/2023

Applicant's Contact details

8500110704 / thotada07@gmail.com

Communication Address

OFFICE

Office State

ANDHRA PRADESH

Proof of Identity

Any Other Document originating from Central or State Government Department establishing the Identity/ Address/DOI of such person

Proof of Address

Any Other Document originating from Central or State Government Department establishing the Identity/ Address/DOI of such person

Proof of DOB

Any Other Document originating from Central or State Government establishing the Identity/ Address/DOI of such person

Date of Receipt

10/06/2023 07:41:06

Mode of Pancard

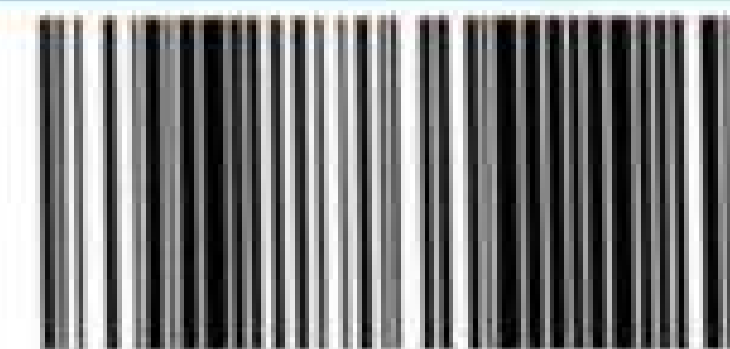
Both physical PAN and e-PAN Card

Payment Ref No

PY0001869146

Payment Date

10/06/2023 07:41:45



R001076317

PAN Service Center Code PANCCNR-R8978799996

PAN Service Center Name BODDEPALLI RAVIKUMAR

Centre Contact Details: 8978799996

/kingsonlineservice@gmail.com

**BODDEPALLI RAVIKUMAR**

(Sign/Stamp)

Received for submission to UTITSL

To know your PAN Application status, you may visit our website: <https://www.utitls.com>.

As per instruction from Income Tax Department, an authorized agency's agent may visit you for your identity and address verification as per the documents submitted by you with the PAN application form. You are requested to ask authorization letter/ID card from the agent before verification. Your cooperation is solicited in this regard.

*PAN Collection Centre Copy*

*cut from here*

*cut from here*



Application Number: R001076317  
 Payment Reference: PY0001869146  
 Payment Date: 10/06/2023 Rs.107.00/-

Application Source: PSA - ESC - PAN CARD ONLINE INDIA Application Date: 10/06/2023

User Id: PANCCNR-R897879999 User Name: PANCCNR-R8978799996

PAN CARD MODE : Both physical PAN and e-PAN Card Application Mode : Physical Application

Form No. 49A

Application for Allotment of Permanent Account Number  
 [In the case of Indian Citizens/ Indian Companies/ Entities incorporated in India/  
 Unincorporated entities formed in India]

See Rule 114

To avoid mistakes, please follow the accompanying instructions and examples before filling up the form

Only Individuals  
 to affix recent  
 photograph  
 (3.5 cm x  
 2.5 cm)

Assessing officer (AO code)

Area code		AO type		Range code		AO No.	
A	P	R	W	8	5	9	5

Sir, I/We hereby request that a Permanent Account Number be allotted to me/us.  
 I/We give below necessary particulars:

1 Full Name (Full expanded name to be mentioned as appearing in proof of identity/address documents: initials are to be permitted)

Please select title,  as applicable  Shri  Smt.  Kumari  M/s

Last Name / Surname: S S P T H O T A D A S E C R E T A R I A T

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

2 Abbreviations of the above name, as you would like it, to be printed on the PAN card

S S P T H O T A D A S E C R E T A R I A T

3 Have you ever been known by any other name?  Yes  No (please tick as applicable)

If yes, please give that other name

Please select title,  as applicable  Shri  Smt.  Kumari  M/s

Last Name / Surname: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

4 Gender (for individual applicants only)  Male  Female  Transgender (please tick as applicable)

5 Date of Birth/Incorporation/Agreement/Partnership or Trust Deed/  
 Formation of Body of individuals or association of Persons

Day: 1 8 Month: 0 5 Year: 2 0 2 3

6 Details of Parents (applicable only for individual applicants),  
 Whether mother is a single parent and you wish to apply for PAN by furnishing the name of your mother only? Yes  No  (please tick as applicable)

If yes, please fill in mother's name in the appropriate space provided below.

Fathers's Name (Mandatory except where mother is a single parent and PAN is applied by furnishing the name of mother only)

Last Name / Surname: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Mothers's Name (optional except where mother is a single parent and PAN is applied by furnishing the name of mother only)

Last Name / Surname: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Select the name of either father or mother which you may like to be printed on PAN card (select one only)  
 (In case no option is provided then PAN card will be issued with father's name except where mother is a single parent and you wish to apply for PAN by furnishing name of the mother only)  Father's name  Mother's Name (Please tick as applicable)

7 Address

Residence Address

Flat / Room / Door / Block No. \_\_\_\_\_

Name of Premises / Building / Village \_\_\_\_\_

Road / Street / Lane/Post Office \_\_\_\_\_

Area / Locality / Taluka/ Sub- Division \_\_\_\_\_

Town / City / District \_\_\_\_\_

State / Union Territory \_\_\_\_\_

Pincode / Zip code \_\_\_\_\_ Country Name \_\_\_\_\_

Office Address

Name of office: T H O T A D A S E C R E T A R I A T

Flat / Room / Door / Block No. 1 - 1 MAIN ROAD

Name of Premises / Building / Village: T H O T A D A V I L L A G E

Road / Street / Lane/Post Office: A M A D A L A V A L A S A

Ch. Aspa  
 Panchayat Secretary  
 Grama Panchayat  
 THOTADA  
 Amadalavalasa (Mandal)

Ch. Aspa  
 Panchayat Secretary  
 Grama Panchayat  
 THOTADA  
 Amadalavalasa (Mandal)



Area / Locality / Taluka/ Sub- Division

A M A D A L A V A L A S A  
S R I K A K U L A M

Town / City / District

A N D H R A P R A D E S H 5 3 2 4 8 4 I N D I A

8 Address for Communication

Residence

Office

(Please tick as applicable)

9 Telephone Number & Email ID details

Country code

Area/STD Code

Telephone / Mobile number

9 1

8 5 0 0 1 1 0 7 0 4

Email ID thotada07@gmail.com

10 Status of applicant

Please select status,  as applicable

Individual

Hindu undivided family

Company

Partnership Firm

Government

Association of Persons

Trusts

Body of Individuals

Local Authority

Artificial Juridical Persons

Limited Liability Partnership

11 Registration Number (for company, firms, LLPs etc.)

9 3 4 4 1 8

12 In Case of a person, who is required to quote Aadhaar number/The Enrolment ID of Aadhaar application form as per section 139AA

Please mention your AADHAAR number (if allotted)

If AADHAAR number is not allotted, please mention the enrolment ID of Aadhaar application form

Name as per AADHAAR letter/card or as per the Enrolment ID of Aadhaar application form

13 Source of Income

Salary

Income from House property

No income

Please select,  as applicable

Capital Gains

Income from Business / Profession

Business/Profession code

[For Code: Refer instructions]

Income from Other sources

14 Representative Assessee (RA)

Full name, address of the Representative Assessee, who is assessable under the Income Tax Act in respect of the person, whose particulars have been given in the column 1-13.

Full Name (Full expanded name : initials are not permitted)

Please select title,  as applicable

Shri

Smt.

Kumari

M/s

Last Name / Surname

First Name

Middle Name

Address

Flat / Room / Door / Block No.

Name of Premises / Building / Village

Road / Street / Lane/Post Office

Area / Locality / Taluka/ Sub- Division

Town / City / District

State / Union Territory

Pincode

15 Documents submitted as Proof of Identity (POI), Proof of Address (POA) and Proof of Date of Birth (DOB)

I/We have enclosed Any Other Document originating as proof of identity, Any Other Document originating

as proof of address and Any Other Document originating as proof of date of birth.

[Please refer to the instructions (as specified in Rule 114 of I.T. Rules, 1962) for list of mandatory certified documents to be submitted as applicable]

[Annexure A, Annexure B & Annexure C are to be used wherever applicable]

16 I/We SSP THOTADA SECRETARIAT, the applicant, in the capacity of AUTHORIZED SIGNATUREE

do hereby declare that what is stated above is true to the best of my/our information and belief.

Place : THOTADA

Date : 1 0 0 6 2 0 2 3

Ch. ASRA

Signature / Left Thumb Impression of Applicant (inside the box)



**Annexure - A**

*(Certificate to be used by a Member of Parliament/Member of Legislative Assembly/Municipal Councillor or  
Gazetted Officer under sub-rule (4) of rule 114 of the Income-tax Rules, 1962)*

*(Affix same photograph as  
affixed on PAN application  
form)*

*(To be attested by issuing authority with his/her  
signature & rubber stamp appearing half on the  
photograph and half on the certificate)*

I hereby certify that I know Sh./Smt/Kum. SSP Thotada secretariat  
son/daughter of secretariate and his/her personal particulars as given below  
are correct to the best of my knowledge and belief. I recommend issue of PAN card by the  
Income-tax Department to him/her.

Name	SSP Thotada secretariat
Father's Name <small>(even in case of married ladies father's name is to be provided)</small>	
Date of Birth	18/05/2023
Residence Address <small>(if applicant has resided at more than one place during last one year then all such address with dates should be mentioned)</small>	Dr No 1-1 Main Road Thotada Gramapanchayat Amadalavalasa mandal
Office Address	
Previous Name <small>(in case of change in name)</small>	- No -

**Details of issuer of certificate**

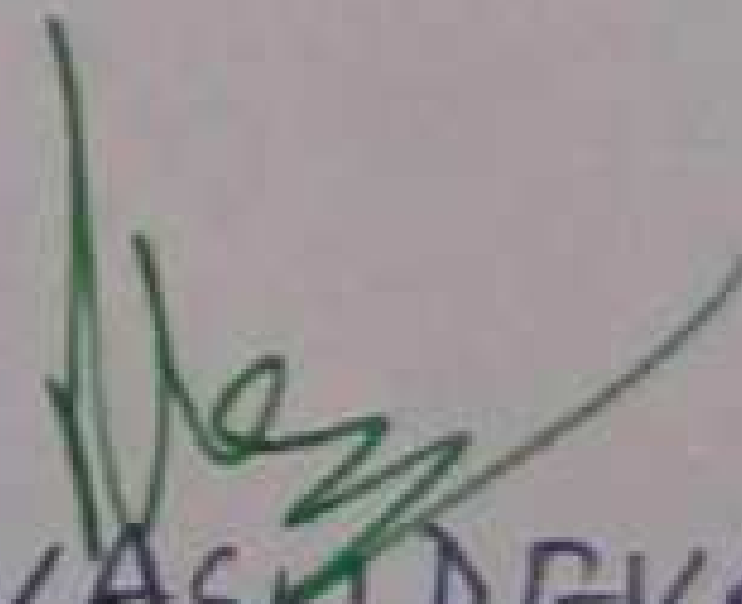
Office address with location **MANDAL PRAJA  
PARISHAD  
AMADALAVALASA  
SRIKAKULAM  
ANDHRA PRADESH**

Office Seal

Date :

Place:



(Signature) 

Full Name: **SANINI VASUDEVA RAO**

Designation: **MPDO**

Department/Organization/Constituency: **PANCHYAT RAJ**

Identity card No: **GDFPS 4158M**  
(Enclose a photocopy of I-card)

Telephone: **8790007888**

Mobile: **8790007888**

Parishad Dev Office  
Mandal Praja Parishad  
Amadalavalasa (M) SKLM D



**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

Panchayat Raj and Rural Development Department – Gram Panchayats - Village Secretariat System in Gram Panchayats in the State - Orders –Issued.

---

**PANCHAYAT RAJ & RURAL DEVELOPMENT (MDL-I) DEPARTMENT**

**G.O.Ms.No.110**

**Dated: 19-07-2019**

Read the following:

1. G.O.Ms.No.1, Agriculture & Cooperation (FP-II) Department, dated. 01.01.2008.
2. G.O.Ms.No.105, Animal Husbandry, Dairy Development & Fisheries(AH-I) Department, dated.31.12.2007
3. G.O.Ms.No.106, Animal Husbandry, Dairy Development & Fisheries(AH-I) Department, dated.31.12.2007
4. G.O.Ms.No.571, Panchayat Raj & Rural Development (RD-III) Department, dated.26.12.2007.
5. G.O.Ms.No.569,Panchayat Raj & Rural Development (RWS-I) Department date:22.12.2007, Drinking Water (RWS)
6. G.O.Ms.No.2, School Education (Prog-I) Department, dated.03.01.2008,
7. G.O.Ms.No.324, Health Medical and Family Welfare(F1) Department, dated.27.09.2007.
8. G.O.Ms.No.138, Social Welfare (SW.Ser.I) Department, dated.24.12.2007,
9. G.O.Ms.No.35, Backward Classes Welfare(B2) Department, Dated.12.04.2007.
10. G.O.Ms.No.41,Women Development, Child Welfare & Disabled Welfare(JJ) Department, dated.19.11.2008.
11. G.O.Ms.No.104,Panchayat Raj &Rural Development (MDL-I) Department, dated. 22.06.2019.
12. From the Commissioner, PR&RD, Tadepalli, Guntur Dist. E-File No.PRR02-14021(46)/44/2019-RWS SEC-PRRD (Computer No.934418), dt.12-07-2019 & dt.16-07-2019.

-o0o-

**ORDER:**

Article 243G vests powers in the State Legislatures to endow Panchayats with such powers and authority to function as institutions of self-government. As per the 73rd Amendment, AP Government enacted AP Panchayat Raj Act 1994.The Act provides for (i) the creation of three tier system of PRIs - gram panchayat at the village level, Mandal Parishad at the intermediate level and Zilla Panchayat at the district level, with required powers and functions contained in Schedule XI of the



Constitution. Panchayats are responsible for preparation of plans and their execution for economic development and social justice related to 29 subjects (Annexure 1).

2. The Hon'ble Chief Minister on number of occasions has declared that the Government is committed to revamp delivery systems in the State with an aim to improve living standards of the people through the concept of **NAVARATHNALU** as core theme of governance. To achieve this objective, Government would establish a system of Village Secretariats consisting of required functional assistants to strengthen Gram panchayats and provide services for every 2000 population in the state.

3. In this connection, the Commissioner, Panchayat Raj and Rural Development, Tadepalli was requested to work out and send necessary proposals for establishment of village level secretariats in the state.

4. Accordingly, Commissioner, Panchayat Raj submitted a detailed proposal vide reference 12<sup>th</sup> cited, describing the modalities of Village Secretariats – norms for establishing village secretariats, composition, an estimate of functional assistants/budget required etc., besides stating that multiple intensive inter departmental workshops, meetings etc. on this subject have been conducted at several levels, including the Principal Secretary, the Chief Secretary and the Principal Advisor to Chief Minister to discuss about the modalities for establishing village secretariats.

5. In Andhra Pradesh, vide references 1 to 10 read above, 10 subjects have been transferred to Panchayats. Due to lack of infrastructure and manpower at Gram Panchayat level, the intended objectives to establish a more meaningful local government could not be achieved.

#### 6. **Need for Village Secretariat System**

- i. Restructuring the delivery systems to function as an effective mechanism to deliver services.
- ii. A strong & workable channel for implementation of **NAVARATHNALU**
- iii. Transparency and accountability in delivery of government services to the citizens
- iv. Ensure convergence among departments providing services at village level.

7. The proposal received from the Commissioner, PR&RD was referred to 13 line Departments and Finance and Law Departments for concurrence, consultations and comments. The comments received from line Departments were considered and required modifications were suitably incorporated in the proposal.

8. After careful consideration of the proposal, Government orders to establish Village Secretariats in the State of Andhra Pradesh with the modalities described hereunder.



9. Objectives, *inter alia*, include

- i. To provide various Government / other services at the door steps of Citizens through single window system and ensure delivery of *Navaratnalu*.
- ii. Enable convergence of all line departments that provide services at the Village level
- iii. Preparation and timely implementation of village plans.
- iv. Mapping the field level functionaries with clearly specified roles making them accountable to Gram Panchayats/Gram Sabha with a well-defined Citizen Charter.
- v. Integrate the institution of village volunteers with village secretariat system enabling them to provide citizen services efficiently.

10. **Structure & Composition of Village Secretariats**

- i. The office of Gram Panchayat will be termed as "Village Secretariat".
- ii. Each Village Secretariat will be provided with a Panchayat Secretary who functions as the Secretary/convenor of the Village Secretariat.
- iii. The Village secretariat consisting of Panchayat Secretary & functional assistants shall be responsible to aid & assist Gram Panchayat(s) in performing its functions, while preserving the autonomy of Gram Panchayats.
- iv. Subject to administrative convenience, Functional Assistants working under a Village Secretariat, may cater to the needs of two or more contiguous Village Secretariats.
- v. The Village secretariats shall have such number of functional assistants working under the supervision of the Gram Panchayat, *inter alia* not limited to the list enumerated in Annexure 2.
- vi. Above functions are indicative only and as when required other functions may be added to it.
- vii. All the functionaries at the Village Secretariat shall act as an integrated workforce to deliver multiple services.
- viii. The functionaries will be assigned any other Government work as and when required, even if it does not pertain to their own department.

11. **Area of operation of functional assistants**

- i. Population unit of about 2000 persons is taken as the base, for provision of services by one team of functional assistants.
- ii. **Rural areas (other than Agency areas)**
  - a. If a Gram panchayat (GP) population is more than 2,000 and less than 4000, the entire GP is considered as one unit and one team of functional assistants will be provided.
  - b. In the case of smaller GPs having less than 2000 population, one team of functional assistants will provide services for one or more Gram