

**GOVERNMENT OF ANDHRA PRADESH
ABSTRACT**

Dept., of SGSW – Swarna Gramam & Swarna Wardu Offices – Effective functioning of offices – Inspection of SGSW Offices by District Collectors, Joint Collectors and other Officers –Orders – Issued.

DEPARTMENT OF SWARNA GRAMAM AND SWARNA WARDU

G.O.MS.No.2

Dated:11.03.2026
Read the following:

1. G O Ms No.110, PR&RD (MDL.I) Department, dated: 19.07.2019
2. G O Ms No.217, MA&UD (UBS) Department, dated: 20.07.2019.
3. G O Ms No.01, GSWS Department, dated:25.01.2025.
4. From the Director, SGSW, Vijayawada, e-file computer.No.3037893.

ORDER

In the references 1st & 2nd read above, Government established 15004 Swarna Gramam and Swarna Wardu (SGSW) Offices, for delivering Government services and Welfare Schemes to citizens at their doorsteps and 11 and 10 Functionaries of various line Departments were positioned in Swarna Gramam and Swarna Wardu offices respectively. Subsequently, Government have Categorized Secretariats and Rationalized Functionaries, prescribing deployment of optimum number of 6,7,8 Functionaries in A, B, C Category of Secretariats respectively vide reference 3rd read above.

2. In the reference 4th read above, the Director, SGSW, Vijayawada has stated that, no other employees are closely connected with the public as Swarna Gramam & Swarna Wardu Offices' Functionaries. The delivery of Services / Welfare Schemes largely depends on the effective functioning of the SGSWs. Therefore, it is essential that the monitoring of Higher Authorities & regular inspections / visits for ensuring seamless delivery of services on time, implementation of Government programs and achievement of Swarna Andhra Goals @2047. Therefore, he has requested the Government to issue necessary instructions for inspection of Swarna Gramam and Swarna Wardu (SGSW) Offices by the District Collectors, Joint Collectors, Sub-Collectors and other District/Mandal/ULB level officers for ensuring effective functioning of SGSW Offices.

3. Government, after careful examination of the matter, hereby direct the District Collectors, Joint Collectors, Sub-Collectors, Commissioners of ULBs, District SGSW Officers and other District/Mandal/ULB level officers to inspect the SGSW Offices during their tour programmes for its effective functioning, seamless delivery of services on-time, extending Welfare Scheme benefits to the eligible beneficiaries, verification of its records, availability of Functionaries and maintenance of IT Infrastructure & devices provided by the Government.

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5. The inspecting officers shall inspect the following number of Swarna Gramam & Swarna Wardu Offices not less than the number mentioned against their designations in a month, without any repetition of SGSWs duly covering all Assembly Constituencies & Mandals / ULBs:

Sl. No	Designation	No of Inspections per month
1	District Collectors	3
2	Joint Collectors	5
3	Sub Collectors	6
4	Commissioners of Municipal Corporations	8
5	District SGSW Officers	8
6	DDOs/RDOs	6
7	Additional Commissioners of Municipal Corporations /Commissioners of Municipalities / MPDOs/ Tahsildars	10
8	Mandal level SGO Officers/ ULB level SWO Officers	12

6. During the inspections, the inspecting officers shall verify the following aspects:

- I. Attendance of Functionaries.
- II. Delivery of Services including Aadhaar,
- III. Collection & Remittance of service charges, Statutory charges and RSK.
- IV. Functioning of IT hardware & devices
- V. Display of Posters / Boards and extension material given by the Government.
- VI. Disbursement of NTR Bharosa Pensions, delivery of Ration Cards, NTR Vaidya Seva cards etc.,
- VII. Implementation of Welfare Schemes
- VIII. Maintenance of Records & Registers.
- IX. Discharge of Functions by the Functionaries as per the Timelines fixed by the Departments.
- X. Quality of Grievance Redressal by the Functionaries.

7. The District Collectors, Joint Collectors and Commissioners of ULBs shall resolve issues noticed during inspections in coordination with the concerned line departments and local administration, and ensure compliance with the prescribed number of inspections.

8. The “**Secretariats Inspection Module**” in PMU App shall be utilized for monitoring the inspections and ensuring effective supervision by the department.

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9. The Director, SGSW, Vijayawada shall take necessary action accordingly in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**BHASKAR KATAMNENI
SECRETARY TO GOVERNMENT (FAC)**

To

The Director, SGSW, Vijayawada.

All the District Collectors in the State.

The Spl. Chief Secretary/ Prl. Secretaries/Secretaries of the Departments of PR&RD, MA&UD, Social Welfare, Tribal Welfare, Revenue, Agriculture & Cooperation, Animal Husbandry Dairy Development & Fisheries, Home and Health, Medical & Family Welfare, AP Secretariat.

Copy to

The OSD to the Hon'ble Minister for SGSW.

Sc/sf

// FORWARDED :: BY :: ORDER //

SECTION OFFICER