



Government of the People's Republic of Bangladesh
Bangladesh Bureau of Statistic
 Upazila Statistics Office, Sundarganj, Gaibandha.
www.bbs.gaibandha.gov.bd
 Citizen's Charter (Service commitment)



A and b) Civic and Institutional services:

SL. No.	Name of service	Service delivery system	Necessary documents and place of receipt	Price of service and payment method	Term of service delivery	Officer in charge (name, surname, phone and e-mail)
01	Population Certificate	After receiving the application form, the issue number of the record is given to the applicant. The application is then submitted to the Deputy Director. The instructed employee presents the information in a specific format by selecting the verification. The information is provided to the applicant after the approval and signature of the Deputy Director.	01. In accordance with the Right to Information Act and rules, specific application form for obtaining information has to be filled. 02. Information application form can be collected from the website of Information Commission / web portal / branch of the concerned office.	Free (however, in case of CD / Disc supply, the price of the disc / CD has to be paid in cash.	1-3 working days	Upazila Statistical Officer, Upazila Statistics Office, Sundarganj, Gaibandha. Mobile: 01728893128 E-mail: usosundarganj@gmail.com
02	Census data					
03	Agricultural census information					
04	Economic census data					
05	Enclave information					
06	Slum census information					
07	Vital statistics					
08	Price and wage information					
09	Accounting information for major and minor crops					
10	Concerning health and democracy					
11	Labor and child labor data					
12	Gender statistics					
13	Industrial statistics					
14	Household income expenditure information					
15	Consumer Price Index Survey Information					
16	GDP growth rate					
17	Monthly agricultural wage rate					
18	Environmental statistics					
19	Poverty statistics					
20	Forests, fisheries and cattle and poultry, poultry estimation survey					
21	Land use and irrigation statistics					
22	Main crop price and production cost survey					
23	Tobacco Survey Information					
24	Survey on the position of women					
25	Maternal and child statistics					
26	Districts Statistics					
27	Expatriate Income and Investment Survey					
28	Spotlight Survey					
29	Geo Code Update					
30	Information on small ethnic groups and tribals					

C) Internal services:

SL. No.	Name of service	Service delivery system	Necessary documents and place of receipt	Price of service and payment method	Term of service delivery	Officer in charge (name, surname, phone and e-mail)
01	02	03	04	05	06	07
01	GPF advance grant	Upon receipt of the application form, verification and selection	Necessary documents required by the Accounts Branch	Free	3-7 working days	Upazila Statistical Officer, Upazila Statistics Office, Sundarganj, Gaibandha. Mobile: 01728893128 E-mail: usosundarganj@gmail.com
02	Housing advance grant	The same	The same	Free	3-7 working days	
03	Acquired leave granted	The same	The same	Free	3-7 working days	
04	Allow leisure leave	The same	The same	Free	3-7 working days	