

# **P** LANNING

## नियोजन

**Planning & its Definitions :**  
नियोजन व उसकी परिभाषाएँ—

*Planning is the only tool to catch the success.*  
—Ram Bajaj

*कामयाबी को पकड़ने के लिए नियोजन ही एक मात्र औजार है।*  
—राम बजाज

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**Planning is informed anticipation of future.**  
**Planning is deciding in advance what is to be done.**  
—Theo Haiman

*नियोजन भविष्य की पूर्व सूचित अपेक्षा है। क्या किया जाना है  
इसका निर्णय पहले से ही करना नियोजन है।*  
—थियो हैमेन

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**Planning is the determination in advance of a line of  
action by which certain results are to be achieved.**  
—Hart

*नियोजन कार्य की रूपरेखा को पूर्व निर्धारित करना है—जिसके  
आधार पर कुछ निश्चित परिणाम प्राप्त किये जाने हैं।*  
—हार्ट

## After All, What is Planning?

आखिर योजना है क्या ?

In the common sense, planning is to decide what is to be done in future? How to do? When to do? And who is to do? etc. in advance. In a planning we fix our works, working methods, rules, policies, means etc. in order to achieve our goals.

## Choose good characteristics of planning for a bright future

नियोजन की अच्छी विशेषताओं को ही अपनाएँ—आपका भविष्य उज्ज्वल रहेगा

- Determination of future course of Action (भावी कार्यों का निधारण)
- Selection of one alternative out of many alternatives (कई विकल्पों में से किसी सर्वोत्तम विकल्प का चयन)
- It is a continuous process (यह प्रक्रिया निरंतर चलती रहती है)
- Time is the essence of planning (नियोजन की जान होता है समय)
- Planning acts as a guide. (नियोजन मार्गदर्शक का कार्य करता है।)
- It is a creative process. (यह रचनात्मक प्रक्रिया है)
- Planning should be balanced. (नियोजन संतुलित होना चाहिए)
- Planning should be nearest to accurate. (नियोजन करीब-करीब सही होना चाहिए।)

*Shape with plan - plan will shape you.*

—Ram Bajaj

*नियोजन को साकार करें—नियोजन आपके सपने साकार करेगा।*

—राम बजाज

***Without planning, a man has a bleak future.***

—Ram Bajaj

***बिना योजना के इंसान का भविष्य कुछ भी नहीं होता।***

— राम बजाज

## **Need and Importance of Planning in Life**

**जिंदगी में नियोजन का महत्त्व व आवश्यकता समझें**

**Planning** is the foundation of success; its significance is self-explicit. It is an essential element to gain success. An organization or even a work itself has no significance without planning. Executives do not get the required instructions and no course of action can be adopted to meet the goals of success. Planning is that basic course of action through which an organization keeps itself going in a daily changing conditions.

***Without planning any work would be like speculation and that will generate the doubt only.***

—Miller

***योजना के बिना कोई भी कार्य केवल अटकलबाजी के समान होगा तथा उससे केवल सन्देह ही उत्पन्न होगा।***

— मिलर

***Planning is such an unmatched chisel by which a man can carve a beautiful statue of his future.***

—Ram Bajaj

***नियोजन एक ऐसा नायाब उपकरण है जिसके द्वारा इंसान अपनी भविष्य की खूब सुन्दर मूर्ति बना सकता है।***

— राम बजाज

## **Why we need Planning?**

**नियोजन की हमें क्यों जरूरत है ?**

**We need planning: -**

- ❖ For better utilization of resources  
संसाधनों का सदुपयोग हो सके।

- ❖ To minimize the cost  
लागत में कमी लाई जा सकती है।
- ❖ To minimize the uncertainty  
अनिश्चितता को समाप्त किया जा सकता है।
- ❖ To take motivation  
प्रेरणा ली जा सके।
- ❖ To facilitate control.  
नियन्त्रण में सुगमता लाई जा सके।
- ❖ To prevent hasty decisions.  
उतावले निर्णयों पर रोक लगा सके।
- ❖ To achieve better co-ordination.  
बेहतर समन्वय स्थापित हो सके।
- ❖ Crises can be anticipated  
संकटों का पूर्वानुमान लगा सके।
- ❖ Ideas for future can take birth  
भविष्य के लिए नए विचारों का जन्म हो सके।

## **Which is wider among the planning and decision making**

In fact, planning is wider than decision making. In decision making, best possible alternative is chosen from among the many solutions of a problem, whereas in planning not only the best course of action is chosen, but its targets, means and policies are also fixed before-hand. Thus, decision making is an aspect of planning.

## **Planning of DELHI METRO construction-Action Plan दिल्ली मेट्रो रेलवे का निर्माण कार्य का नियोजन**

**Phase-1** As per the action plan, construction of Delhi's Metro rail was to be finished in 7 years, but Mr. E. Sreedharan, a retired engineer from Konkan Railways completed it in a record time of 5 years. It is indeed a brilliant example of orderly planning in India. Commenced in November 1997, Metro project was to be completed in the year 2005, but Mr. E. Sreedharan and his team of selected engineers finished it in 5 years only and thus set great example of planning.

## Do the Institutional objectives form basis for planning in Delhi Metro?

क्या दिल्ली मेट्रो में संस्था के उद्देश्यों को ध्यान में रखा गया है ?

In Delhi Metro full care has been taken to fulfill the institutional objectives. In the planning, full care was taken of the work to be completed under the project, such as: How much the project will cost? How much earth is to be removed and from where and how much to be used again and where? Where the extra earth is to be filled? etc. Care was also taken of the material and manpower to meet the objectives.

### Description of Phase-1 Upon Completion

#### चरण 1 का ब्यौरा

- ❖ Total length : 62 Km  
कुल लम्बाई-62 कि.मी.
- ❖ Number of Stations : 53  
स्टेशन की संख्या -53
- ❖ Number of Train : 4  
रेलगाड़ियों की संख्या
- ❖ Number of Daily Commuters : 2.3 Lakh  
दैनिक यात्रियों की संख्या -2.3 लाख
- ❖ Project cost : Rs.10,570 Crore  
परियोजना लागत — रु. 10,570 करोड़
- ❖ Cement consumed : 22 Lakh Tonnes  
कितना सीमेण्ट लगा—22 लाख टन
- ❖ Reinforcement steel consumed : 4 Lakh Tonnes.  
कितना सुदृढीकरण लोहा लगा-4 लाख टन
- ❖ Structural steel consumed : 1.5 Lakh Tonnes  
कितना संरचनात्मक लोहा लगा—1.5 लाख टन
- ❖ Earth removed : 60 Lakh cub. Mtr.  
कितनी मिट्टी हटाई गई। —60 लाख घन मी.
- ❖ Workers on site : 15,000  
साइट पर कर्मचारी—15,000

Phase-1 Comprising 3 line. Initially for section I of line, from Shahdara to Tis Hazari

चरण 1 में 3 लाइनें हैं, शुरू में सैक्शन 1, लाइन शाहदरा से तीस हजारी तक

Steps taken to prevent the delay in the construction of Delhi Metro.

- ❖ Decisions were taken hand to hand on table, because an estimate had already been made that even a delay of one day would incur an extra cost of Rs. 2.50 crore.
- ❖ 80% of the bills were paid within two days after receipt from the contractors.
- ❖ A review meeting with the heads of every department was scheduled every Monday morning in the planning.
- ❖ Meeting of the 40 Deputy Chief Engineers was also scheduled for the first Monday every month in the planning.
- ❖ Construction of 600 metres long Metro Bridge over Yamuna was completed within a record time of 28 months.

All these works could be possible only due to complete planning.

***A new vision, a new outlook and  
a new plan reflect its essence.***

—Ram Bajaj

***एक नई अन्तर्दृष्टि, एक नया दृष्टिकोण तथा एक नई  
योजना उसके तत्त्व को प्रतिबिंबित करती है।***

—राम बजाज

***We should always choose characteristics  
of effective planning only.***

—Ram Bajaj

***हमेशा केवल अच्छे व प्रभावशाली नियोजन के लक्षणों का चुनाव करें।***

—राम बजाज