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(C O P Y)

GOVERNMENT OF MEGHALAYA
COMMUNITY & RURAL DEVELOPMENT DEPARTMENT

ORDERS BY THE GOVERNOR

OFFICE MEMORANDUM

NO. CDD.81/91/39.

Dated Shillong, the 18th July, 1991.

COMPREHENSIVE GUIDELINES FOR FORMULATION, APPROVAL,
SANCTION AND IMPLEMENTATION OF THE SPECIAL RURAL
WORKS PROGRAMME

1:0

Whereas the Government of Meghalaya have introduced a new programme under the name and style of 'Special Rural Works Programme' during the year 1990-91, for implementation of developmental schemes Assembly-Constituency wise, with the active cooperation and participation of the people,

1:1

Whereas the aforesaid 'Special Rural Works Programme', i.e. SRWP is being funded by allocating and channelising a certain percentage of the rural component of the annual State Plan outlay of development sectors ;

1:2

Whereas the aforesaid allocation of funds is being channelised through the Community & Rural Development Department,

1:3

Whereas such allocated funds are equally distributed amongst the Assembly Constituencies excluding urban Assembly Constituencies,

Provided that the partly rural and partly urban Assembly Constituencies are being allocated 50% of the amount allocated for purely rural Assembly Constituencies ;

1:4

Whereas the allocated fund are being accordingly apportioned by the Community & Rural Development Department and placed at the disposal of the concerned Deputy commissioners for implementation of the SRWP ;

1:5

Now therefore, the under mentioned 'Comprehensive Guidelines' are hereby specified for implementation of the aforesaid Special Rural Works Programme.

IDENTIFICATION OF THE SCHEMES

2:0

2:1

The Deputy Commissioner of the concerned District will intimate the concerned Member(s) representing Assembly Constituency(ies) which wholly or mostly falls within the District, of the amount allocated for each such Constituency for the SRWP and request such MLA to identify, select and submit scheme(s) to be taken up in the constituency of such MLA, within the indicated amount.

Provided that the Scheme Submitted clearly indicates -

- (a) the material components and cost thereof ;
- (b) transportation cost, if any ;
- (c) labour component in terms of mandays and costs thereof ;

Further, provided that ^{where} an MLA fails to identify or submit Schemes for the indicated amount or part thereof, within such time as may be prescribed, the concerned Deputy Commissioner shall obtain schemes for such amount for the Constituency of such MLA from the Chairman, District Planning & Development Council of the Concerned district, within such further time as may be prescribed.

2:2

Where an MLA requests the Deputy Commissioner for assistance in the matter of formulation of plan(s) and estimate(s) of SRWP scheme(s), such Deputy Commissioner will cause the necessary technical assistance to be extended to the MLA concerned by the Superintending Engineer/Executive Engineer/SDO, PWD concerned or by the BDO or his Subordinate Engineer.

2:3

The Deputy Commissioner will collate the SRWP schemes of his District, as received from concerned MLA's and submit the same to the Director, Community & Rural Development Department Government of Meghalaya, Shillong every year within such time as may be prescribed.

Cont.....3/-

APPROVAL OF SRWP SCHEMES

The SRWP schemes received from the different district shall be summarised by Director, C&RD Department and placed before the State Level Committee for SRWP. Such Committee has been constituted with the Chief Minister as Chairman, The Ministers-in-charge of Finance, Planning and C&RD Departments, the Chairman of the District Planning & Development Councils, the Deputy Commissioners and the Special Secretary C&RD as Members, with Director, C&RD as Member-Secretary.

3:2

The State Level Committee shall:-

- (i) Consider approval of the SRWP schemes placed before it by the Member Secretary of the Committee,
- (ii) Review the progress of implementation of SRWP schemes and evaluate performance under the Programme.

3:3

The Director, Community & Rural Development Department shall Communicate the SRWP schemes approved by the State Level Committee to the Deputy Commissioners concerned, for implementation through the Block Development Officers.

4:0

SANCTION OF SRWP SCHEMES

4:1

The SRWP schemes for each Assembly Constituency shall be sanctioned by the concerned Deputy Commissioner in exercise of authority under the Delegation of Financial Power Rule, 1981, as amended up to date.

4:2

As at present, the Deputy Commissioners have been delegated full power for sanction of SRWP schemes, vide notification No.FEG.30/76/79, dt,22.2.91, subject to the following conditions :-

- (i) Subject to Budget provision ;
- (ii) Schemes should be in accordance with the approval accorded by a Special Committee set up at the State Level ;
- (iii) Schemes should be in compliance with the general instructions of Planning and Finance Departments;

Cont.....4/-

- (iv) In case of any deviation, the matter should be referred to the C&RD Department, who should consult the Planning and Finance Departments.

4:3

Deputy Commissioners will sanction only those schemes under SRWP which have been approved by the Special State Level Committee. Further technical plans or estimates will not be required for sanctioning such schemes, except for those schemes which relate to 'Construction of Bridges' and 'Construction of Buildings' on which the financial outlay exceeds Rupees One lakh on any one such scheme.

4:4

Deputy Commissioners may sanction the scheme under SRWP for 'Construction of Bridges' or for 'Construction of Buildings', which have an outlay exceeding Rupees One lakh, on any one such scheme, on the basis of technical plans and estimates prepared by a competent engineer.

4:5

In case covered under para 4:4 above, the DC/BDO should cause the required technical plans and estimates to be drawn up by the competent engineer in consultation with the MLA concerned.

4:6

The Secretary to the Govt. of Meghalaya, PWD Department, has vide his letter No. PW/WR/122/90/174, dt. 3.5.91, directed all Addl. Chief Engineers, Superintending Engineers, Executive Engineeres, etc. to render such assistance as may be required for such purpose by the concerned Deputy Commissioner. The required technical assistance may therefore be obtained by BDOs with the assistance of the concerned Deputy Commissioner.

RELEASE OF FUND

5:0

5:1

While sanctioning SRWP Schemes, the Deputy Commissioner shall place 50% of the sanctioned amount for each scheme at the disposal of the concerned Block Development Officer within whose Block the scheme(s) are to be implemented.

Cont....5/-

5:2

The Block Development Officer shall release such amount as the FIRST INSTALMENT to the beneficiary-organisation of the sanctioned scheme for implementation, subject to the condition that 'UTILISATION CERTIFICATE' should be furnished by such Organisation within a period of four months from the date of release of such first instalment, certifying that the amount has been fully utilised for the purpose for which sanctioned.

5:3

On the receipt of such Utilisation Certificate, it shall be verified by the BDO or his authorised Subordinate Engineer. Where the utilisation of the amount is found to be correct and factual, the BDO concerned shall countersign the Utilisation Certificate and submit the same to the concerned Deputy Commissioner.

5:4

On receipt of Utilisation Certificate duly countersigned by the BDO concerned, the Deputy Commissioner shall cause the remaining 50% of the sanctioned amount of each scheme to be released to the concerned BDO.

5:5

On receipt of the release of the SECOND INSTALMENT, the BDO will release it to the beneficiary-organisation, subject to the condition that the beneficiary-organisation undertakes to submit a 'Utilisation Certificate' for such amount within a further period of four months from the date of its release.

5:6

On receipt of 'Utilisation Certificate' for the second instalment, the BDO shall cause the Utilisation Certificate to be Verified by himself or by his Subordinate Engineer. If satisfied that the Utilisation Certificate is correct and factual and that the sanctioned SRWP schemes has been implemented and completed, the BDO concerned shall certify accordingly on the body of the Utilisation Certificate and submit it to the Deputy Commissioner for record. If the BDO is not satisfied with the veracity of the UTILISATION CERTIFICATE he will direct the beneficiary-organisation to complete implementation of the sanctioned SRWP scheme, according to the terms of sanction and ensure compliance with such direction.

provided that a beneficiary-organisation which fails to complete the work in terms of the sanction will be debarred from consideration for future grants, Besides other admissible penal action.

IMPLEMENTATION

6:0

6:1

The SRWP schemes shall be directly implemented by the beneficiary-organisation. No contractor(s) shall be engaged either by the Deputy Commissioner or the BDO or the Beneficiary-Organisation for implementation of SRWP Schemes.

6:2

The Deputy Commissioner shall ensure that technical guidance as may be required by the beneficiary-organisation for implementation of the programme is extended by the concerned engineer(s) or any other competent-technical authority of his district.

MONITORING AND REPORTING PROGRESS OF IMPLEMENTATION

7:0

7:1

The Block Development Officer shall submit a monthly 'Progress-Report' in the prescribed proforma, on the progress of implementation of each SRWP scheme within the Block to the concerned Deputy Commissioner within the 5th of the month.

7:2

The Deputy Commissioner shall cause a 'consolidated report' of the progress of implementation of SRWP schemes in each District to be submitted to the Director C & RD Department, within the 7th of the month.

7:3

The Deputy Commissioners shall review the progress of implementation of SRWP Schemes in their monthly meetings with the BDOs, as well as at the monthly District Coordination Committee meetings.

7:4

The Director, Community & Rural Development Department shall review the progress of SRWP schemes at the Head-quarter of each District every quarter and submit an 'Evaluation Report' to the C&RD Department with copies to Planning, Finance and Programme Implementation Departments, regularly.

7:5

These orders take immediate effect, superceding the earlier instructions or guidelines issued for the implementation of the SRWP and shall remain in force until further orders.

Contd..7/-

- 8 -

These orders issue with the concurrence of Planning Department vide their No. PLR.52/91/98, dt. 10/7/91 and the concurrence of Finance Department vide their U/O No. FC.II.92/91 dt. 15/7/91.

Sd/-P.J. Bazeley,
Special Secretary to the Govt. of Meghalaya,
Community & Rural Development Department.

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MOST IMMEDIATE

GOVERNMENT OF MEGHALAYA
COMMUNITY & RURAL DEVELOPMENT DEPARTMENT

ORDER BY THE GOVERNOR
OFFICE MEMORANDUM

NO.CDD.2/92/189,

Dated Shillong, the 20th October, 1994.

The Comprehensive Guidelines for formulation, approval, and implementation of the Special Rural Works Programme vide this Department's Office Memorandum NO.CDD.81/91/39 Dt. 18.7.91 stands amended as follows :-

1. Insert the words "/local managing committee" after the word "beneficiary - organisation" wherever appearing in paras 5:2, 5:5, 5:6 and 6:2.

2. Insert the word "/committee" after the word 'organisation' appearing in the fifth line of the para 5:2.

3. Insert the following as new sub-paras after the para 5:2 :-

5:2:1 The President or the Secretary or both, as the case may be duly authorised by the concerned local managing committee/beneficiary - organisation shall received the fund and the fund as received shall be entered in the cash Book and then deposited in the Bank to be operated jointly by the President and the Secretary and the Treasurer authorised in their behalf by the concerned Local Managing Committee/beneficiary - organisation.

5:2:2 The Secretary shall maintain a separate Cash Book/Subsidiary Cash Book for the amount received for the scheme and shall be responsible for proper maintenance of all Book of accounts and records such as, Plans and Estimates, Muster Rolls, materials/articles to receive and purchase and shall ensure submission of Utilisation Certificate at regular interval.

5:2:3 The Secretary shall produce all relevant books, records to audit party or any authority as and when asked for.

4. Delete the existing entries under para 6:1 and insert the following :-

The SRWP schemes shall be directly implemented by the beneficiary - organisation/local managing committee to be recommended by the MLA concerned and the Utilisation Certificate(s) must be countersigned by the concerned MLA before the same is/are submitted by the beneficiary - organisation/local managing committee to the BDO concerned. The Local Managing Committee or the Beneficiary Organisation denotes an "executive body" of a local

Guidelines are hereby specified for implementation of the
aforesaid Special Rural Works Programme.

2

Committee/Organisation/Village/locality. In a situation where there are more than one such Committee/Organisation are in existence within a specified area, the MIA concerned should recommend only one such Committee/Organisation for the purpose. No contractor(s) shall be engaged either by the Deputy Commissioner or the BDO or the beneficiary organisation/local managing committee for implementation of the schemes.

5. Insert the following new paras 7:5 and 7:6 respectively after para 7:4 :-

7:5 The Examiner of Local Accounts shall carry out the audit of the accounts relating to the schemes. For the purpose, the concerned authorities, e.g. Local Managing Committee/Beneficiary Organisation, BDO including the Director of C & R.D. shall cause to be produced the Book of accounts and other relevant records as may be required by him for the purpose of audit by his Audit Staff. The Examiner of Local Accounts shall submit his inspection/Audit Report to the Director of Community & Rural Development, C & R.D. Department, Finance Department, the concerned MLA, Deputy Commissioner, BDO and the designated Official of the Local Managing Committee/Beneficiary Organisation.

7:6 The Director of Community & Rural Development shall account for the progress of the programme made from year to year and such Annual Progress Report should be sent to Planning Department under intimation to Community & Rural Development Department immediately the financial year is over.

6. Consequent upon the above amendment, the existing para 7:5 stands renumbered as para 7:7.

7. This order shall come into force with immediate effect.

Sd/-P.S.Thangkhiew,
Secretary to the Govt. of Meghalaya,
Community & Rural Development Department

Dated Shillong, the 20th October, 1994.

MEMO NO.CDD.2/92/189-A,

Copy forwarded for information and necessary action to:-

1. The Director of Community & Rural Development, Meghalaya, Shillong
2. The Deputy Commissioner, East Khasi Hills, Shillong/West Khasi Hills, Nongstoin/Jaintia Hills, Jowai/East Garo Hills, Williamnagar/West Garo Hills, Tura/South Garo Hills, Baghmara/Ri Bhoi District, Nongpoh.

GOVERNMENT OF MEGHALAYA
COMMUNITY & RURAL DEVELOPMENT DEPARTMENT

ORDERED BY THE GOVERNOR
OFFICE MEMORANDUM

No.CDD.272/91/381, Dated:Shillong, the 4th March, , 1996.

The comprehensive guidelines for formulation, approval, sanction and implementation of the Special Rural Works Programme issued vide this Deptt's Office Memorandum No.CDD.81/91/39, dated 18.7.91 stands amended as follows :-

1. Delete the existing entries under Para 3:1 and insert the following.

The SRWP Schemes received from the different Districts shall be summarised by the Director of Community & Rural Development Department and placed before the State Level Committee for SRWP. Such Committee has been constituted with the Chief Minister as Chairman, the Ministers In-charge of Finance, Planning, C & R.D., Home, P.H.E., P.W.D., Forest & Environment, Education, Agriculture and Sports & Youth Affairs Departments, the Chief Secretaries & the Principal Secretaries, Commissioners & Secretaries/Secretaries in-charge of Finance, Planning and Community & Rural Development Departments as Members, with Director of C & R.D. as Member-Secretary.

2. This order shall come into force with immediate effect.

Sd/-

(J. TAYENG),
Principal Secretary to the Govt. of Meghalaya,
Community & Rural Development Deptt.

//EM No.CDD.272/91/381-A, Dated:Shillong, the 4th March,1996.
Copy forwarded to:-

1. The P.S. to Chief Minister, Meghalaya for kind information of the Chief Minister.
2. The P.S. to Minister of Finance, etc., Meghalaya, Shillong for favour of information of the Minister.
3. The P.S. to Minister of Planning, etc., Meghalaya, Shillong for favour of information of the Minister.
4. The P.S. to Minister of C & R.D., etc., Meghalaya, Shillong for favour of information of the Minister.
5. The P.S. to Minister of Home, etc., Meghalaya, Shillong for favour of information of the Minister.
6. The P.S. to Minister of P.W.D., etc., Meghalaya, Shillong for favour of information of the Minister.
7. The P.S. to Minister of Forest & Environment, etc., Meghalaya, Shillong for favour of information of the Minister.
8. The P.S. to Minister of Education, etc., Meghalaya, Shillong for favour of information of the Minister.
9. The P.S. to Minister of Agriculture, etc., Meghalaya, Shillong for favour of information of the Minister.
10. The P.S. to Minister of P.H.E., etc., Meghalaya, Shillong for favour of information of the Minister.

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GOVERNMENT OF MEGHALAYA
COMMUNITY & RURAL DEVELOPMENT DEPARTMENT

ORDERS BY THE GOVERNOR
OFFICE MEMORANDUM

No. CDD 138/95/91 Dated Shillong, the 9th August, 1999

The comprehensive guidelines for formulation, approval sanction and implementation of the Special Rural Works Programme issued vide this Deptt's Office Memorandum No. CDD 81/91/39 dt. 18.7.91 stands amended as follows :-

1. Insert the following as a new para as para 5:7 after para 5:6

Notwithstanding anything contained in para 5.1 or subsequent paras in the cases of schemes involving the amount of rupees ten thousand or less the entire amount (s) shall be released by the Deputy Commissioner and all the Block Development Officers in one instalment on the requisition of MLAs concerned and the utilisation Certificate thereof shall be submitted within a period of four months from the date of receipt of the amounts by them.

*provided that the Deputy Commissioners shall release amount(s) not exceeding one Lakh at a time per Assembly Constituency to the Block Development Officers .

*provided further that in these schemes where one time payment is involved, like purchase of Ambulance , Medical equipments etc, the State Level Committee while considering the Schemes will specifically allow one time disbursement and in such cases the utilisation Certificate supported by relevant documents shall in normal circumstances be submitted within six months from the date of receipt of such released amounts by the beneficiary organisations.

2. This Order shall come into force with immediate effect.

Commissioner & Secretary to the Govt. of
Meghalaya, Community & Rural Development Deptt.

Contd.. 2/-

Minutes of the State Level Committee held on 01.03.06
in the office chamber of the Hon'ble Chief Minister of Meghalaya.

At the outset the Chairman, Dr.D.D. Lapang, Hon'ble Chief Minister welcomed all the members present. The Chairman thereafter requested Shri P.Jain, I.A.S. Director, C & RD Department to initiate the proceedings.

A. The Director C & RD welcomed all the members present and apprised the committee that out of 56 MLAs, 48(Forty eight) MLAs have submitted schemes under SRWP and 8 (Eight) MLAs are yet to submit their proposals and 47 (Forty Seven) MLAs have submitted schemes under CRRP and 9 (Nine MLAs are yet to submit their proposals. The normal allocation of fund is Rs.37.00 lakhs for SRWP per MLA and Rs.5.00 lakhs under CRRP per MLA. As per the cabinet decision dated 09/02.06 it was decided that the amount of MLA schemes be enhanced to Rs.50.00 lakhs per MLA for 2005-06 and to Rs. 1.00 crore from 2006-07 onwards. The Chairman stated there was an understanding amongst the MLAs that the allocation of fund under SRWP, 2005-06 would be Rs. 1.00 crore. It was decided that Community & Rural Development Department should write to all the MLAs of rural constituencies to submit schemes for an additional amount of Rs.50.00 lakhs for 2005-06 and request Planning and Finance Departments to find out ways and means to meet the additional requirement of fund.

B. The Director C & RD Department informed the committee that Accountant General (Audit) has raised certain observations regarding :-

1. As per the guidelines of SRWP no contractor should be engaged in the execution of works. In the case of some MLAs, contractors are still being engaged.
2. Duplication of schemes should totally be avoided.
3. Procurement of items such as CGI sheets, Utensils, Pressure cookers etc may be procured only after calling for tenders or against the approved rates.

After threadbare discussions, the Committee decided that :-

1. No contractors shall be engaged for execution of works. Beneficiaries shall execute the work directly by engaging local unemployed people depending upon local conditions.
2. While the Deputy Commissioner shall continue to be responsible for processing and sanction of individual projects under SRWP, monitoring including internal and external audit shall be done by the DRDA concerned. In cases where there is overlapping of schemes, the same shall be brought to the notice of the Deputy Commissioner for onward transmission to the State Level Committee.
3. Procurement price of CGI sheets should not be more than Rs.3000/- per bundle including transport charges upto the Block Headquarters and the quality should be as per the sample to be circulated to all BDOs and all MLAs by the C & R D Department.

4. Purchase of Pressure Cooker under SRWP shall not be permitted in future as it is not a rural work. Only those items which are of infrastructure in nature should be taken up under the scheme. However, the proposals received for purchase of above items during 2005-06 are allowed and items should be procured by calling quotations or on approved rates. Payment should be supported by cash memos/bills.

Suitable instructions shall be issued giving effect to the same.

C. The Director, C&RD then placed the following suggestions before the Committee for consideration :-

1. Earmarking 20 % of SRWP fund for retrofitting works .

The Director, C& RD informed the committee that he had received a request from the Revenue Department to explore the possibility of retrofitting works. Since the State falls under Seismic Zone V it is considered appropriate to include disaster reduction measures in the form of retrofitting works on Schools public buildings, Community halls etc.

The committee agreed to the suggestion. The Chairman also suggested that construction of building in the form of steel fitting should be encouraged as it is cost effective and time bound in nature.

2. Minimum size of projects.

It has been noted in the past, certain projects of civil in nature such as road improvement etc have been suggested and approved for amounts as low as Rs. 1500/- to Rs. 3000/-. This low amounts leads to superfluous expenditure and ineffective utilization. The Committee agreed with the suggestion that all works of civil in nature should not be less than Rs.5000/.

Both the above suggestions shall be communicated to all MLAs by way of requests.

D. Regarding the proposal to do away with the detailed plan and estimates for schemes below Rs.2.00 lakhs, the Committee decided that Finance department should examine the possibility to amend the rules and regulations and for 2005-06 the present guidelines will be inforce. It was also decided that the State Level Committee is the empowered Committee and it is the appropriate authority to approve schemes on SRWP & CRRP and a new committee need not be set up.

E. Regarding complaints of undue delays in the sanction of MLA Schemes and release of money at the district level, the Committee decided that DRDA should not only be the custodian of funds but also actually implement the scheme and this will go a long way in improving the delivery system at the ground level.

Finally, the Committee approved the SRWP & CRRP Schemes, 2005-06 of those MLAS who have submitted their proposals. In the case of Shri P.T. Sawkmie, the Department shall request him to indicate additional schemes of Rs. 13.00 Lakhs. The Committee authorized the Chairman to approve the schemes of those MLAs who have not submitted

their proposals for 2005-06. It was also decided that the Committee would meet as soon as proposals for the balance amount of Rs. 50 lakhs for 2005-06 are received from the MLAs.

The meeting ended with a vote of thanks to the Chair.



(Dr. D.D. Lapang)
Chief Minister & Chairman,
State Level Committee

Memo No CDME 161/2005/15

Dated Shillong, the 16th March 2006.

Copy to :-

1. The Additional Private Secretary to the Hon'ble Chief Minister for favour of information of the Chief Minister.
2. The Private Secretary to Minister Finance for favour of information of the Minister.
3. The Private Secretary to the Minister Planning for favour of information of the Minister
4. The Private Secretary to Minister P.W.Department for favour of information of the Minister.
5. The Private Secretary to Minister P.H.E. for favour of information of the Minister
6. The Private Secretary to Minister District Council Affairs for favour of information of Minister.
7. The Private Secretary to Minister Community & Rural Development for favour of information of Minister.
8. The Private Secretary to Minister Forest for favour of information of the Minister.
9. The Private Secretary to Minister Education for favour of information of the Minister.
10. The Private Secretary to Minister Home for favour of information of the Minister.
11. The Private Secretary to Minister Urban Affairs for favour of information of Minister.
12. The Private Secretary to Minister Agriculture for favour of information of Minister.
13. The Private Secretary to the Parliament Secretary I/C Community & Rural Development for favour of information of the Parliament Secretary.
14. The Private Secretary to Chief Secretary to the Government of Meghalaya for favour of information of Chief Secretary.
15. The Private Secretary to the Additional Chief Secretary to the Government of Meghalaya for favour of information of Additional Chief Secretary.
16. The Principal Secretary to the Government of Meghalaya, Community & Rural Development
17. The Principal Secretary to the Government of Meghalaya, Urban Affairs Department.
18. The Principal Secretary to the Government of Meghalaya, Planning Department.
19. The Principal Secretary to the Government of Meghalaya, Housing Department.
20. The Principal Secretary to the Government of Meghalaya, Education Department.
21. The Principal Secretary to the Government of Meghalaya, Finance Department

22. The Principal Secretary to the Government of Meghalaya, Sports & Youth Affairs Department.
23. The Commissioner & Secretary to the Government of Meghalaya, Planning Department.
24. The Commissioner & Secretary to the Government of Meghalaya, Urban Affairs Department.
25. The Commissioner & Secretary to the Government of Meghalaya, Housing Department.
26. The Commissioner & Secretary to the Government of Meghalaya, Sports & Youth Affairs Department.
27. The Commissioner & Secretary to the Government of Meghalaya, Education Department.
28. The Commissioner & Secretary to the Government of Meghalaya, Community & Rural Development Department.
29. The Commissioner & Secretary to the Government of Meghalaya, Finance Department.



Director,
Community & Rural Development,
Meghalaya, Shillong.

GOVERNMENT OF MEGHALAYA
COMMUNITY AND RURAL DEVELOPMENT DEPARTMENT

NO.CDD.31/2006/7

Dated Shillong the 14 June, 2006.

From : Shri . Purkayastha, IAS.,
Commissioner & Secretary to the Govt. of Meghalaya,
Community and Rural Development Department.

To : Shri/Smti.....
MLA.....Assembly Constituency.

Subject : Minutes of the State Level Committee held on 01-03-06.

Sir/Madam,
In the State Level Committee meeting held on 01-03-06
in regard to Special Rural Works Programme (SRWP) in the Office
chamber of the Hon'ble Chief Minister of Meghalaya following
decisions were taken :-

1. No contractors shall be engaged for execution of works. Beneficiaries shall execute the work directly by engaging local unemployed people depending upon local conditions.
 2. While the Deputy Commissioner shall continue to be responsible for processing and sanction of individual projects under SRWP, monitoring including internal and external audit shall be done by the DRDA concerned. In cases where there is overlapping of schemes, the same shall be brought to the notice of the Deputy Commissioner for onward transmission to the State Level Committee.
 3. Procurement price of CGI sheets should not be more than Rs.3000/- per bundle including transport charges up to the Block Headquarters and the quality should be as per the sample to be circulated to all BDOs and all MLAs by the C & RD department.
 4. Purchase of Pressure Cooker under SRWP shall not be permitted in future as it is not a rural work. Only those items which are infrastructure in nature should be taken up under the scheme. However, the proposals received for purchase of above items during 2005-06 are allowed and items should be procured by calling quotations or on approved rates. Payment should be supported by cash memos/bills.
 5. It has been noted in the past, certain projects of civil in nature such as road improvement etc have been suggested and approved for amounts as low as Rs.1500/- to Rs.3000/-. This low amounts leads to superfluous expenditure and ineffective utilization. The Committee agreed with the suggestion that all works of civil in nature should not be less than Rs.5000/-
- This is for favour of your kind information.

Commissioner & Secretary to Govt. of Meghalaya
Community and Rural Development Department