

Minutes of the Fourth Meeting of Central Executive Committee (CEC) of Rashtriya Gram Sawaraj Abhiyan (RGSA) for the financial year 2016-17

The 4th CEC meeting of RGSA was held under the Chairmanship of Shri J. S. Mathur, Secretary, and Ministry of Panchayati Raj at 10:00 AM in the Conference Room of MoPR, 11th Floor, JP building, KG Marg New Delhi. The list of Participants is at **Annexe-I**.

At the outset, the Chairman welcomed the members of the CEC to the meeting. Thereafter Shri A. K. Goyal, Additional Secretary informed that the agenda before the CEC included, proposals of two States of Arunachal Pradesh and Himachal Pradesh and one UT i.e Andaman & Nicobar Island for assistance under RGSA, other proposals included *post facto* approval to the innovative training programme organized for Sarpanches and Panchayat Secretaries under National Plan for Technical Assistance (NPTA) under RGSA, proposing to organize two innovative regional training programmes for Sarpanches and Panchayat Secretaries for Central/Southern Region States & North Eastern States and NIRD proposal for the project “Transforming India through strengthening Panchayati Raj Institutions by Continuous training and e-enablement”. The item-wise discussions, observations and decisions of the CEC are as below:

1) *Post facto* approval to the innovative training programme organised for Sarpanches and Panchayat Secretaries under NPTA

It was brought out by the Additional Secretary that an innovative training programme (Gramodaya- Hamara Sankalp) for Sarpanches and Panchayat Secretaries was organized from 30th November to 2nd December 2016 at Siri Fort Auditorium, Delhi. Around 850 Sarpanches, GP Secretaries and officials from eight States viz. Bihar, Jharkhand, Haryana, Himachal Pradesh, Gujarat, Madhya Pradesh and Uttar Pradesh attended the training programme. The various components of the programme were explained to the participants of the meeting.

This being a capacity building programme, it was decided that the expenditure would be met out of the budget allocated under RGSA (CB-PSA) and the expenditure proposal was got approved by the Department of Expenditure (DoE). The expenditure was estimated to the tune of Rs. 1.65 crore (as per **Annexe- II**) which will be restricted to Rs. 1.30crore. All the bills for the items of expenditure are yet to be received. CEC after consideration advised that all efforts should be made to strict the expenditure within the overall ceiling of 1.30 crore. However, in the eventuality of expenditure exceeding the fixed ceiling, a proposal with full justification will be referred to Ministry of Finance for approval. The proposal was approved by the CEC.

2) Organizing two Regional Innovative Training _Programmes for Sarpanches and Panchayat Secretaries for Southern/Central and North Eastern States

Additional Secretary informed that based on the good response and rave feedback received from the participants, it was proposed to organise similar training programmes each for the States of Central/Southern Region and for North Eastern Region during the month of Feb-March, 2017.

It was brought out that these training programmes would be coordinated through NIRD/ KILA/ SIRD. The detail estimate of expenditure will be obtained from the concerned coordinating Agency. However, the tentative estimated expenditure on the lines of Delhi Sammelan had been prepared and were given in **Annexe- III**. The estimated expenditure on each of these Sammelan will be approximately Rs. 1.52 crore. Total estimated expenditure on these 2 programmes would be to the tune of Rs. 3.04 crore. CEC considered the proposal and approved the same with directions that due economy may be observed at the time of incurring expenditure. The CEC has approved the proposal.

3) NIRD Proposal for the project “Transforming India through strengthening Panchayati Raj Institutions by Continuous training and e-enablement”:

The proposal received from National Institute of Rural Development and Panchayati Raj (NIRDPR), Hyderabad seeking financial assistance for the project “Transforming India through strengthening Panchayati Raj Institutions by continuous training and e-enablement” under RGSA was considered by the CEC. Ms. Patnaik, Asstt. Professor of that Institute made a presentation before the CEC. The proposal primarily aims to firm up the capacities of PRIs in saturation mode and also empowering them to leverage the available ICTs for this purpose. She stated that the steps proposed to be undertaken under this project broadly are (a) standardization of learning materials, (ii) Certification of Master Trainers & Online Certificate Programme, (c) Certificate/Diploma/Degree Programme for ERs/Panchayat Secretaries/others, (d) Documentation of success stories, (e) E-enablement of Panchayats and (f) Human resource at NIRDPR for implementation of the project. The proposal will be implemented during the period 2016-17 to 2018-19.

The financial implications of the proposal for three years had been indicated to the tune of Rs. 30.50 crore approximately out of which they had sought financial assistance to the tune of Rs. 3.76 crore approximately during the current financial year. Financial assistance for the year 2017-18 and 2018-19 were to the tune of Rs 12.7543 crore and Rs. 13.99 crore respectively. Ms. Patnaik mentioned that the indicated cost for each year included 10% institutional charges as per extant instructions. To the query as to what is the basis of the calculation of the financial implications in respect of each activities to be undertaken during the current financial year, Ms. Patnaik informed that the financial implications have been arrived on the basis of the rates/cost for respective activity approved by the Training Division of the Ministry of Rural Development. She was asked to immediately send copies of those orders of the Ministry of Rural Development. She promised to send the same at the earliest. She was also asked to send a copy of the extant instructions on the levying of institutional charges and she promised to send the same also.

The Secretary, Ministry of Panchayati Raj observed that NIRD, after iterative discussions, had revised the project cost. In view of the expected benefits accruing to out of project, the CEC may approve the proposal in principle. However, its continuity beyond the current financial year and also being funded under RGSA during those years will depend upon the decision to be taken on the proposal of RGSA and its funding pattern. He observed that in view of this the CEC could consider funding of the activities under the Project for the current financial year.

The CEC on consideration approved the proposal in principle and observed that the proposal needs to be again looked into by Institute for economising on the financial implications and firming up the inescapable requirements of the proposal. However, the funds towards current year activities may be released subject to the following conditions:

- The expenditure on respective items will be made strictly in accordance with the guidelines approved by Ministry of Rural Development and the orders issued by NIRDPR, Hyderabad
- The cost of travel in respect of the participants / master trainers / resource persons etc. will be strictly as per the lowest ceiling of the entitlement for the Officers of level of corresponding category or the actual whatever is lower.
- Cost of publicity/IEC/printing, etc., will be admissible at the rates not exceeding that was adopted by NIRDPR, Hyderabad hitherto before in such cases.
- Proposal for handholding of 5 GPs adopted is also approved as contained in the proposal subject to the condition that the Institute will ensure intensive handholding resulting in fully digital GP including adoption of PES/State specific applications by the Panchayat, G2G, G2C and B2C services/transactions in the adopted Gram Panchayats.
- The Institute may defer the proposals of establishing Call Centre and Studio.
- There should be no duplication in the documentation of successful case studies in print, visual and films by NIRDPR, Hyderabad relating to e-enablement.
- The “Creating IT Platform” under segment “Certificate / Diploma / Degree programme for ERs/Panchayat Secretaries/others” **may be developed with the help of NIC Unit attached to MoPR.**
- Proposal relating to “Assessment of the status of existing PES applications in use of selected states” under segment “e-enablement of Panchayats” cannot be agreed since this work is already being done by CGG.
- There is provision available for hiring services of experts to locate the successful cases, canvassing and mobilising the stories for publication/documentation/ filming, by the NIRD&PR/SIRDs under the IPKP.

The CEC also authorized Chairman to take decision on the revised proposal after the same was received inconformity with the observations of CEC.

Now, the Institute has sent the revised proposal after reworking on the financial implications and firming up their essential requirement. The total financial cost of the proposal for the current financial year is approximately Rs. 312.75 lakh as per details given in **Annexe IV**. There will be 10% institutional charges on it to the tune of Rs. 31.27 lakh. Thus, the total financial implication for the current F.Y. will be Rs. 344.02 lakh. The Institute has also furnished a copy each of their Order dated 22.11.2016 about Institutional Charges, copy of the revised guidelines dated 12.01.2011 approved by Ministry of Rural Development and Office Order dated 27.10.2011 issued by NIRDPR Hyderabad.

In the context of CEC decision, the revised proposal is approved and funds for the current year activities of the project being Rs. 344.02 lakh is approved to be released.

4) Revision of amount of the sanction plan of the year 2016-17 in respect the States of Haryana and Maharashtra:

Additional Secretary, MoPR brought out that capacity building proposal of the State of Haryana to the tune of Rs.25.24 crore was approved by the CEC in the 3rd CEC meeting held on 22.9.2016. However, it was observed that the correct approved amount should have been Rs.30.96 crore. Hence, the revised amount of Rs.30.96 crore which was a totaling error was approved by the CEC.

It was further brought out by joint Secretary (Capacity Building) that in case of Maharashtra, Rs.45.66 crore was approved by the CEC in the 2nd CEC meeting held on 19-20 July 2016 and Rs. 21.17 crore was released as first instalment with the concurrence of IFD. However, the State had subsequently communicated that there were some discrepancies in the CEC minutes relating to rates of trainings, training units, issue of PESA mobilisers etc. Hence, the total revised approved amount for Maharashtra should be Rs. 55.38 crore instead of Rs. 45.66 crore.

The CEC on the above has advised that the State may be asked to submit component wise details in the next CEC meeting.

5. Proposals of States of Arunachal Pradesh, Himachal Pradesh and UT of Andaman & Nicobar Islands

The CEC, thereafter took up the proposal of States/ UT. The SPR observed that since the budgetary allocation under RGSA were reduced at RE stage and also taking into fact that only two months were left in the current financial year, it was imperative that the States/ UT may under take only those activities which they could accomplish during the current year. It was further pointed out by him, that the scheme of RGSA is expected to be

launched during March 2017, and States/UTs may submit their full plan under the restructured scheme in the beginning of the next financial year. In the light of above, the CEC approved the proposals with certain modifications as under:

Sl. No	States	Plan Approved (Rs.in lakh)
1	Arunachal Pradesh	200.74
2	Himachal Pradesh	450.75
3	Andaman & Nicobar Island	42.40
	Total	693.89

The details of approval in respect of above States/UT are given in **Annexe- V (a) to (c)**

Annexe-I

List of Participants

Sl.No.	Participant Name	Designation
1	Shri J. S. Mathur	Secretary, Ministry of Panchayati Raj
2	Shri A. K. Goyal	Additional Secretary, Ministry of Panchayati Raj
3	Shri. B. D. Viridi	Senior Advisor, Ministry of Panchayati Raj
4	Shri S. K. Patjoshi	Joint Secretary, Ministry of Panchayati Raj
5	Shri. K. S. Sethi	Joint Secretary, Ministry of Panchayati Raj
6	Dr. N. K. Sahu	Economic Advisor, Dept. of School Education and Literacy, HRD
7	Ms. Mary B. Barla	Director, NITI Ayog
8	Shri Anand Kumar	Secretary & Commissioner PR Govt. of Rajasthan
9	Shri Sanjeev Kumar,	Pradhan, Uttar Pradesh
10	Dr. Pratyusana Patnaik	Asst. Professor, CPR, NIRD&PR, Hyderabad
11	Shri. B. K. Tiwari	Dy. Director (RD), Andaman & Nicobar Island
12	Smt. Likha Kiran Kabak	Dy. Director-cum-SNO (RGSA), Arunachal Pradesh
13	Shri Naqam Rajesh	Dy. Director, PR, Govt. of Arunachal Pradesh
14	Shri Satish Sharma	Dy. Director, PR, Govt. of Himachal Pradesh
15	Shri Vinay Kumar	Consultant, PR, Govt. of Himachal Pradesh
16	Shri Sanjay Kumar Upadhyay	Under Secretary, Ministry of Panchayati Raj
17	Shri Abhay Garg	Section Officer, MoPR

Annexe-II

Sl. No.	Activity/Head	No.	Days	Rate	Amount (Rupees in lakh)
1.	Boarding & Lodging	1000	3	@ Rs.1500/- per day per person	45.00
2.	Local transportation		2		0.70
3.	Vehicle (Bus) for sight-seeing (through Delhi Tourism and Transport Development Corporation)	20 (40 seater)	1	Rs.10,000/-	2.00
4.	Bags	1000		Rs.600/- (per piece)	6.00
5.	Hall/ Venue Booking/ Preparation		3		13.00
6.	Event Management (Welcome Hoarding, Stage Backdrop, Direction Panels, LCD Projector / Plasma TV, Photocopier, Name Plates etc. for, different categories of Passes, Badges, Parking Labels etc.)		2		10.00
7.	Printing of Materials to be distributed among participants				2.50
8.	Documentation of the event (event photography + videography)				1.50
9.	Transcription charges of the verbatim proceedings of main event		2	Rs.15,000/- per day	0.30
10.	Administrative expenditure, Stationery items (Pens, Spiral Note-Books etc.)				1.50
11.	Overheads, unforeseen & miscellaneous expenses (15%)				5.00
	Sub-total				87.50
12.	Publicity regarding the event (newspaper advertisement)				55.00
13.	Expenses towards Travel for participants from States @ Rs.2,500/- (Average per person)	900			22.50 (as per actual)
				Grand-total	165.00

Annexe-III

Sl. No.	Activity/Head	No.	Days	Rate	Amount (Rupees in lakh)
1.	Boarding & Lodging	1000	3	@ Rs.1500/- per day per person	45.00
2.	Local transportation		2		0.70
3.	Vehicle (Bus) for sight-seeing (through Delhi Tourism and Transport Development Corporation)	20 (40 seater)	1	Rs.10,000/-	2.00
4.	Bags	1000		Rs.600/- (per piece)	6.00
5.	Hall/ Venue Booking/ Preparation		3		13.00
6.	Event Management (Welcome Hoarding, Stage Backdrop, Direction Panels, LCD Projector / Plasma TV, Photocopier, Name Plates etc. for, different categories of Passes, Badges, Parking Labels etc.)		2		10.00
7.	Printing of Materials to be distributed among participants				2.50
8.	Documentation of the event (event photography + videography)				1.50
9.	Transcription charges of the verbatim proceedings of main event		2	Rs.15,000/- per day	0.30
10.	Administrative expenditure, Stationery items (Pens, Spiral Note-Books etc.)				1.50
11.	Overheads, unforeseen & miscellaneous expenses (15%)				5.00
	Sub-total				87.50
12.	Publicity regarding the event (newspaper advertisement)				42.00
13.	Expenses towards Travel for	900			22.50

	participants from States @ Rs.2,500/- (Average per person)				(as per actual)
				Grand-total	152.00

Note: Rooms will be on sharing basis.

Annex IV

Details of the proposal “Transforming India through strengthening Panchayati Raj Institutions by continuous training and e-enablement” submitted by NIRDPR, Hyderabad as approved by Central Executive Committee of RGSA during 2016-17

Sl. No.	Activity	2016-17		
		Unit Cost	Quantity	Total Cost (in lakh)
A. Standardization of Learning Materials				
1.	Two one Day Workshops (20 Members each) for suggestions on contents and vetting of various training modules, cases studies and success stories	5050	40	2.02
	Travel for the Resource Persons	10000	40	4.00
2.	Translation of the material developed into Hindi & 10 regional Languages (500 pages)	250 per page	10	12.50
3.	Review and updation of study material	5050		
	Travel for the Resource persons	10000		
	Total			18.52
B. Certification of Master Resource Persons from out of the existing practitioners / Trainers from SIRDs /ETCs/Departments etc.				
1.	Partnering Institutions Conclave at NIRDPR	4040	100	4.04
b	Travelling Charges	10000	0	0
2.	Partnering Institutions Conclave at NERC, Guwahati for North East	4190	50	2.09

	States			
B	Travelling charges	5000	50	2.50
3.	Publicity / IEC/Follow up	100000	3	3.00
4.	Printing (500 pages @ Rs. 5 per page)	2500	600	15.00
5.	Two Days Workshop for Orientation of Master Assessers on Modules and Assessment techniques (2 batches of 30 members each)	7433	60	4.46
6.	Travel for Master Assessers	15000	60	9.00
7.(i)	4 Days Orientation & Assessment Programme of Master Resource Persons at NIRDPR (From out of the existing pool from all the States / SIRDs/ETCs/ Departments etc. at National level (2 days orientation & 2 days assessment for 2 batches of 50 members each)	8220	100	8.22
7 (ii)	Travel and Miscellaneous expenses	10000	100	10.00
8.	4 Days Orientation & Assessment Programme of Master Trainers at State level (2 days orientation & 2 days assessment for 10 batches of 50 members in each batch at SIRDs)	5540	500	27.70
9.	Creating additional features in Training Management Portal developed by NIC for creating database for the Resource Persons, maintenance and updation of the portal.	200000	0	0
	Total B			86.01
C. Online Certificate Programme (600 Members for 2016-17, 5000 for 2017-18, 5000 for 2018-19)				
1) i	Partnering Institutions Conclave at NIRDPR	4040	100	4.04

1) ii	Travelling charges	10000	0	0
2) i	Partnering Institutions Conclave at NERC, Guwahati for North East States	4190	50	2.09
2) ii	Travelling Charges	5000	50	2.50
3	Publicity / IEC/Followup	200000	3	6.00
4	Modification of the modules for online delivery and development of case studies and miscellaneous	100000	10	10.00
5	Printing (500 pages @ Rs 5 per page)	2500	600	15.00
6	IEC activities to elicit maximum response	200000	3	6.00
7	Contact classes at 5 places for online mode	40000	0	0
8	Conduct of Exam for online Mode	50000	0	0
9	Certification Cost	1000	0	0
	Total C			45.63
D. Certificate / Diploma / Degree programme for ERs / Panchayat Secretaries / others				
1	Publicity (IEC)	200000	3	6.00
2	Printing of materials for Distance Mode Course (500 pages @ Rs 5 per page)	2500	300	7.50
3	Preparation of e-learning modules for Online Mode for the Elected representatives, PRI functionaries and other etc and creating case studies and live projects	200000	12	24.00
4	Translation of the material developed into Hindi & 10 regional languages (500 pages)	250	10	12.50
5.	Developing assessment framework form on job competency /learnings /experience and evaluation of PRI functionaries and organising bridge programs leading to Certificate /	1000000	LS	10.00

	Diploma			
6.	Contact Classes	40000	5	2.00
7	Conduct of Exam	50000	5	2.50
8	Support to Partnering Institutions	100000	30	30.00
9	Certification Cost	1000	0	0
10	Creating IT Platform	700000	0	0
11	Setting up of Studio	4726500		0
	Total D			94.50
E. Documentation of Success Stories				
1.	IEC for popularising the platform	100000	0	0.00
2.	Case studies by NIRD Faculty	50000	6	3.00
3.	Case study by Partnering Institutions	50000	10	5.00
	Total E			8.00
F. E-enablement of Panchayats				
1.	Assessment of the status of existing PES applications in use of selected states	200000	0	0
2.	Sensitisation of the State level Panchayat Administrators / Secretaries / Directors	8220	50	4.11
3.	ToTs for enabling the Panchayats with NIC software packages at National level for 4 batches of 50 members each	8220	200	16.44
4.	ToTs for enabling the Panchayats with NIC software packages at State level (50 members in each batch)	5540	250	13.85
5.	Documentation of successful case studies by SIRDs, NIRDPR and Partnering Institutions	50000	30	15.00
6.	Adoption of 5 GPs for enabling them to become digital panchayat	200000	0	0
7.	Setting up of a dedicated cell at NIRDPR	1000000	0	0

	Total F			49.40
G. NIRD&PR Cost (Human Resource)				
1.	3 Project Assistants	18000	2	1.08
2.	3 Training Managers	30000	2	1.80
3.	2 Consultants as subject experts, media management, marketing and publicity management	60000	2	2.40
4.	2 Consultants as Domain Experts in Sociology / Management Rural Development	60000	2	2.40
5.	1 Program Managers	100000	2	2.00
6.	1 Digital Marketing Expert	50000	2	1.00
7.	Manpower for the Handholding of adopted GPs to become digital panchayats	20000	0	0
8.	Two Experts to locate the successful cases, canvassing and mobilising the stories for publication / documentation / filming etc	50000	0	0
	Total G			10.68
	Total (A to G)			Rs. 312.75 lakh
	Plus 10% Institutional charge			31.27
	Grand Total			344.02 lakh