

**Minutes of the Meeting of the Central Executive Committee (CEC)  
of Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA)  
held on 28.06.2013 in Hall No. 3, Vigyan Bhawan, New Delhi**

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A meeting of the Central Executive Committee (CEC) of Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) was held under the chairpersonship of Smt. L. M. Vas, Secretary, Ministry of Panchayati Raj at 11:00 A. M. on 28.06.2013 in Hall No. 3, Vigyan Bhawan, New Delhi. The list of the participants is at **Annex 1**.

2. At the outset, the Chairperson welcomed the members to the first meeting of the CEC in 2013-14. She observed that as the scheme was approved in March 2013, only limited activities under the scheme were considered and approved by this CEC in 2012-13, and 2013-14 was the first year of the full implementation of the scheme.

3. Thereafter, agenda items were taken up for consideration and decision. With regard to the agenda items relating to 'National Plan for Technical Assistance' component, the following deliberations/decisions took place:

**(a) National Plan for Technical Assistance**

- (i) The proposal for organising four consultation workshops was approved.
- (ii) As regards the preparation of a framework to improve the outreach and quality of Capacity Building and Training, the committee was apprised of the work being done by the three regional coordinators of SIRDs. The CEC approved the continuation of the work as proposed.
- (iii) Dr. Tandon observed that the Ministry should develop a resource institutes across the country. Dr. Meenakshi Sundaram further observed that a National level 'Knowledge Resource Centre should be established for regular knowledge sharing amongst stakeholders. Shri S. M. Vijayanand, Additional Secretary, Ministry of Rural Development observed that there is already one national level institute, viz., NIRD, Hyderabad, which could be strengthened appropriately to cater such resource centre's needs. These points were taken note of by the Ministry and the chairperson directed the RGPSA Division to work on the creation/ strengthening of resource institutions.

- (iv) The proposal of translation of the recruitment rules and other manuals prepared by the State Governments of Karnataka, West Bengal and Maharashtra was approved.
- (v) The proposal for developing resource materials and persons to train Panchayat members and functionaries in five key areas was approved. Dr. Rajesh Tandon of PRIA further observed that this exercise should keep in view the training of line departments functionaries also, who should be imparted such trainings jointly with Elected Representatives and functionaries of Panchayats. The representative of Ministry of Drinking Water and Sanitation stated that Drinking Water and Sanitation should be one of the five subjects. JS (RSS) clarified that the proposed focus areas included Drinking Water and Sanitation.
- (vi) The proposal for development of an independent MIS for RGPSA was approved by the CEC.
- (vii) In the context of proposal relating to e-Panchayat, JS (NS) and JS (SK) sought an extension of the on-going work of NIC for three months for the present, which was approved.
- (viii) An amount of Rs. 10 lakh was approved by the CEC for contingencies and other needs.
- (ix) JSS (RSS) apprised the CEC of the errors in the summary of the budget at points 1 and 2 where the amounts Rs. 0.30 crore and 0.34 crore needed to be replaced by Rs. 0.40 crore and Rs. 0.65 crore respectively, and the amendments were approved by the CEC.

**(b) Supplementary Guidelines for “Incentivization of Panchayats/Village/District Councils”.**

- (i) JS(RSS) explained that Para 7.4 and Annex 5 of RGPSA guidelines broadly outline the procedure for the operation of the scheme of ‘Incentivization of Panchayats/Village Councils/District Councils’. Supplementary Guidelines clarifying the procedure for incentivization have been prepared (**Annex-B** of the Agenda) on the pattern of erstwhile comprehensive guidelines of PEAIS which has been in operation during 2011-12 and 2012-13. The Supplementary Guidelines were as per the process followed during last two financial years. On a query from Finance side, it was explained that administrative and other cost norms would be exactly as followed in the last two years.
- (ii) Smt. Nirmala Buch suggested that the Ministry may develop a system to track Panchayats that have won awards more than once and create a system for tracking and incentivizing further improvements made.
- (iii) The representative from Drinking Water and Sanitation suggested that the Ministry may also see how the information available from the Nirmal Gram Puruskar can be used.

- (iv) Dr. Meenakshi Sundaram suggested that disaster response and working in difficult areas may be one of the indicators.
- (v) Secretary Panchayati Raj directed that while referring to Panchayats, the word “local bodies” should be replaced with “local self governments for rural areas”.
- (vi) AS & FA proposed that there should be a provision for penal interest in case the award money was not transferred by States to Panchayats on time.
- (vii) It was agreed that suggestions as per (i) to (iv) should be taken forward by the Ministry. The CEC approved the Supplementary Guidelines for ‘Incentivization of Panchayats /Village Councils/District Councils’ subject to a) the administrative cost norms remaining exactly the same as in previous two years, b) “local bodies” being replaced by “local self governments for rural areas” and c) introduction of a provision for penal interest in case the award money was not transferred by States to Panchayats on time.

**(c) Guidelines for Engagement of Short-term Consultants/Consultancy Organisations under RGPSA.**

- (i) JS (RSS) explained that there was need for guidelines for engagement of short-term individual consultants/consultancy organisations under RGPSA as multifarious activities are required to be undertaken under the National Plan for Technical Assistance (NPTA) of RGPSA. Such activities/tasks require persons possessing expertise and domain knowledge of high order in various fields.
- (ii) Smt. Nirmala Buch and Additional Secretary Ministry of Rural Development, Shri Vijayanand pointed out that hiring organisations through competitive bidding does not attract the best ones, as several excellent academic organizations and NGOs do not participate in the bidding process. SS & FA pointed out that the guidelines provided for recruitment on nomination basis also.
- (iii) Dr. Rajesh Tandon pointed out that the proposed fees are not very attractive. It was explained by JS (RSS) that the guidelines provide for selection on nomination basis and quality based selection. For the present, it was decided that no changes be made in the professional fees structure.
- (iv) CEC approved the draft guidelines for engagement of short-term individual consultants/consultancy Organisations under RGPSA.

**(d) Guidelines for Support to Innovation**

- (i) JS (RSS) explained that RGPSA provided for funding innovative projects, which would encourage knowledge generation and improvement of process in Panchayati Raj, The

guidelines for scrutinizing and sanctioning such projects were put up before the committee.

- (ii) Secretary, Department of Local Administration from Kerala suggested that State Governments should be kept apprised of innovative projects sanctioned. Taking note of this suggestion, the CEC approved the Guidelines with the condition that the Secretary of the State in which the NGO intends to undertake/execute its project should be invited as a member of the Screening Committee.

4. The Perspective Plans and Annual Plans 2013-14 of Rajasthan, Chhattisgarh, Himachal Pradesh and Madhya Pradesh were considered by the CEC, keeping in view the comments of the Programme Division. It was decided that funds would be released for Himachal Pradesh and Madhya Pradesh only after the plans of the States had been approved by their respective State Executive Committees. The details of the decisions taken thereon are at **Annex 2**.

5. The meeting ended with a vote of thanks to the chair.

### A. Perspective Plan and Annual Plan 2013-14 of Rajasthan

#### Decision on Performance Parameters

The CEC noted that appropriate goals against the Performance conditions had not been spelt out by the State. The Joint Secretary, RGPSA clarified that the Performance assessment at the end of the year would address what States had actually done. States that set high targets would not be penalized. The State was requested to reformulate the targets for the performance conditions, after which, the funds would actually be sanctioned. The suggestion of the CEC regarding the performance conditions were :

| S.No. | Performance Parameters as indicated in Guidelines  | State Goal for 2013-14  | Decision of the CEC keeping in view the status and target indicated by the State and the comments of Programme Division |
|-------|--|---|---|
| 1     | Articulating an appropriate policy framework for providing administrative and technical support to Panchayats. | At present Gram Sevak, Patwari, Sahayak, Anganwadi and Asha worker are working at GP level. The State Govt. has decided to deploy 02 LDCs in each GP, 01 JE for 03 GPs and 01 Accountant for 10 GPs out of State Plan and MGNREGA funds. A post of Panchayat Extension Officer has been provided at the Zilla Parishad level and additional posts of Panchayat Extension Officer have been sanctioned at the Panchayat Samiti level. These posts have been created on regular pay scales. Rajasthan High Court has imposed stay on appointment of contractual staff hence no proposal is submitted under the RGPSA. | The State has already taken steps to provide manpower at the GP level.  |
| 2     | Strengthening the financial base of Panchayats by assigning appropriate taxes, fees, etc.                      | The State proposes to transfer 100% land revenue, 100% penalty for trespass on pasture land and 100% charges for conversion of land use from agriculture to   | The State may<br>(i) Make an assessment of the resource base of Panchayats<br>(ii) Assign taxes as suggested by the     |

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|       |  | non-agriculture to Panchayats, which has been shown as a goal in 2012-13.   | SFC report.   |
| 3.    | Provision of untied funds to Panchayats and timely release of SFC and Central Finance Commission (CFC) grants. | At present 10% State Plan funds are transferred as untied grant to Panchayats. As per the Perspective Plan, the V.S.Vyas Committee set up by the State has proposed that 30% funds be transferred to Panchayats.  | The State may articulate a clear process such as consultation workshops for enhancing untied funds to Panchayats and also set a target for the year.  |
| 4     | Ensuring devolution of funds, functions and functionaries.   | 05 departments were devolved to district level to PRIs along with complete staff and funds. The five departments are Elementary education Department, Medical and Health Department, Agricultural Department, Social Justice & Empowerment Department, Women & Child Development Department. Officers/ Officials of all these departments have been placed under direct administrative control of District, Block and Gram Panchayats. A proposal to devolve 07 more departments in the 2 <sup>nd</sup> phase and another 07 in the 3 <sup>rd</sup> phase is under consideration. | The State may make efforts for setting firm goal for devolution of 3Fs in more departments  |
| 5     | Preparing and operationalizing a framework for bottom-up grassroots planning and convergence through the DPC.  | The State began grassroots decentralised planning in February, 2011. The Perspective Plan states that the decentralised planning process is well established for BRGF, SFC, 13 <sup>th</sup> FC, Untied funds etc. The State plans to strengthen the process through capacity building and enforcing of directives. In the Perspective Plan review of modules   | The State may ensure that various structures under Centrally Sponsored Schemes are linked to Panchayats. Besides, review of training modules for planning did not take place in 2012-13 and may be taken up in 2013-14. |

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|       |  | for decentralised planning are earmarked for 2012-13.  |   |
| 6     | Ensuring free and fair elections, and making the SEC autonomous.   | State intimated that SEC is autonomous. Next elections are due in 2015.  | For the 2015 election, State may consider some process improvement such as voter awareness, campaign against malpractices etc.                                |
| 7     | Strengthening the institutional structure for capacity building of Panchayats, selecting suitable partners for capacity building, and improving outreach and quality of capacity building. | The State has one State level apex institute and 03 ETCs. For 2013, the State has proposed :<br><ul style="list-style-type: none"> <li>• Strengthening of SIRD</li> <li>• Strengthening of PTCs (3 existing and 2 under construction)</li> <li>• Strengthening of Block Level Resource Centres.</li> </ul> | The goal of strengthening SPRC and DPRCs was accepted.  |
| 8     | Putting in place a system of performance assessment of Panchayats.   | The State intimated that assessment being done under PEAIS. Further, the State has issued guidelines for functioning of Standing Committees.   | State may identify "on watch" Panchayats in 2013-14 through the Panchayat assessment system and take special capacity building measures for these Panchayats. |
| 9     | Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas   | Mahila Sabhas were organised in November, 2012. The State proposes to amend the Panchayati Raj Act to ensure holding of Mahila Sabha twice a year. This amendment is proposed in 2012-13 and may be carried over to 2013-14.   | The amendment proposed by the State in its Act for holding Mahila Sabhas twice a year were accepted.  |
| 10    | Institutionalizing accountability processes such as voluntary disclosure of  | The State Act provides for voluntary disclosure of income, expenditure and   | The State may consider monitoring the voluntary disclosure, and also identifying  |

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|       | information and social audit.  | balance. Social Audit manual has been proposed accordingly to which a social audit team is constituted by the Director, Social Audit.   | key issues emerging from social audit.   |
| 11    | Strengthening the system of budgeting, accounts and audit, including use of e enabled processes. Maintenance of Panchayat accounts on-line at least for District and Intermediate Panchayats. Issuing of guidelines/rules for voluntary disclosure of budget and accounts by Panchayats. | As per the State Perspective Plan, the budget is prepared on 28 <sup>th</sup> February every year and approved by higher tier Panchayats. Accounts are maintained, audit is conducted etc. Most Panchayats have online accounting system. | The State may identify Panchayats without online accounting system, and also take stock of the type of issues being raised in audit paras. |
| 12    | Ensuring compliance of State laws and rules with PESA.   | The State has intimated that Act & Rules of PESA being implemented.   | State may indicate some targets / goals towards ensuring compliance of PESA Acts / Rules.  |

(2) Decision of CEC on activities proposed in Annual Plan 2013-14 by the State of Rajasthan.

| Sl. No. | Activity Head                                     | Proposal of State  | Decision of the Committee  |
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| 1       | Administrative and technical support at GP level  | Not proposed   | No funds asked for.  |
| 2       | GP Buildings                                      |  |  |
|         | Construction and repair of Gram Panchayat Bhawans | <p>(a) Repair of GP buildings :</p> <p>The State has proposed Rs. 18.00 cr. (total budget proposed of Annual Plan for 2013-14= Rs. 116.54 cr.) for repair of 600 GP Buildings @ Rs. 3.00 lakh per unit. The work will be undertaken for repair, construction of toilets, water electricity as well as record room.</p> <p>(b) Construction of New GP Building :</p> <p>The State has proposed Rs. 18.00 cr. for construction of 100 GP Buildings @ Rs. 12.00 lakh per unit. List of location-wise 100 GPs has been provided. The State has also indicated that these GPs have Rajiv Gandhi Seva Kendras, but these are not adequate for GP Staff as staff for Land Record Information Centre, watershed committees and literacy motivators also have to be accommodated in it.</p> | <p>(a) &amp; (b)</p> <p>Approved. However, the State must provide its certificate to this Ministry that no funds for this activity have been or are being obtained by State Government from any other source/scheme. Besides, the expenditure on these items will be kept within the limit of 25% of the total expenditure approved for Annual Plan 2013-14.</p> |
| 3       | <b>Capacity Building and Training</b>             |  |  |
| a       | Training Needs Assessment (TNA)                   | The State has proposed TNA cost (Rs. 5.00 lakh lump sum) in Annual Plan (2013-14), which is as per RGPSA Guidelines. The TNA shall be done by the SIRD to assess the training gaps for modifying the training curricula.   | The proposal was approved.   |
| b       | Preparation of Training Modules                   | The State has provided subjects of training modules viz. gender based development planning through Mahila Sabhas & Gram Sabhas, discrimination against women, Forest rights etc. with a lump sum provision of Rs. 10.00 lakh.  | The proposal was approved. However, it was also decided that the unspent amount of the previous year will be deducted from Rs. 10.00 lakh proposed.  |

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| c   | Development of Training Material including film and electronic material | The State has proposed Rs. 10.00 lakh for development of training material including films as per the RGPSA Guidelines. The materials are proposed to be developed on PESA, Tribal Rights, Forest Rights etc.  | Approved.  |
| d   | Exposure visits within/ outside State                                   | The State has proposed exposure visits within/outside of the State for (1155+90)= 1245 personnel at a cost of (92.40 + 36.00 )=Rs. 128.40 lakh.<br><br>Proposed rate is Rs.2000 per participant per day for within State (as per RGPSA norms) and Rs.40000 per participant per day for outside State visits (no rate is set under RGPSA).<br><br>The participants will be chosen from ZP,BP, GP have been awarded under PEAIS alongwith Nirman Gram. | This was approved with the suggestion that the exposure visits be made to award winning Panchayats.              |
| e   | Strengthening of Gram Sabha   | The State has proposed budget estimate of Rs. 807.90 lakh for strengthening of Gram Sabha in 8079 GPs (other than 1098 PESA Panchayats). An amount of Rs. 10,000 per Gram Sabha is proposed.   | Not approved, as it is not as per RGPSA guidelines   |
| f   | Training of ERs and Functionaries                                       | The State has proposed training of ERs and Functionaries:  | Approved.  |
| g   | Technical Support for Programme Staff/ Consultant and support staff     | The State has proposed Rs. 17.40 lakh, for technical support of 03 persons to manage the trainings alongwith secretarial costs.  | It was decided that this will have to be included in the unit cost for training, separate funds are not allowed. |
| 4   | Institutional Structure   |  |  |
| 4.1 | SPRC  |  |  |
| a   | Additional Building and Equipment                                       | No building additions proposed   | No funds asked for.  |
| b   | Recurring cost on additional Faculty and maintenance                    |  |  |
| i   | Additional faculty at SPRC (for 05 faculty)                             | The State has proposed Rs. 32.80 lakh for following staff for SPRC:<br><br>02 Sr. faculty (unit cost @ Rs. 0.80 lakh per month per faculty)<br>02 Core faculty (unit cost @ Rs. 0.40 lakh per month  | Approved.  |

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|     |  | per faculty), TA/DA = Rs. 1.50 lakh, Hiring of vehicle Rs. 2.5 lakh per year.  |   |
| ii  | Supporting staff at SPRC   | The State has proposed budget estimate of Rs. 7.20 lakh (unit cost @ Rs. 0.20 lakh per month) for 02 Secretarial Assistant, 02 Office Support (unit cost @ Rs. 0.10 lakh per month)  | Approved.   |
| 4.2 | New DPRCs  |  |   |
|     | Construction of Building of new DPRCs and provision of basic equipment | Not proposed   | No funds asked for  |
| 4.3 | Up-gradation of ETCs/District Institute of Panchayat Raj               | <b>(a) Strengthening of existing PTCs:</b> The State has proposed strengthening of existing 03 PTCs with budget estimate of Rs. 1.00 cr. The proposed activities are related to repair & maintenance of PTCs and residential quarters. Detailed estimates were submitted for only one PTC.   | The proposal was approved subject to the condition that the State Government will first submit the detailed estimate of 2 other PTCs. |
|     |  | <b>(b) Furnishing of PTCs at Kota and Bikaner:</b> The State has proposed Rs. 0.70 cr. for furnishing of 02 PTCs, which are under construction by the State Government. The Implementing Agency is Rajasthan State Road Development & Construction (RSRDCC). The State has intimated that 02 new PTCs are likely to be completed by the end of this FY and proposed budget estimate of Rs. 0.70 cr. for furnishing (Rs. 50.00 lakh for Kota and Rs. 20.00 lakh for Bikaner). | Not approved, as this is an ongoing State activity.   |
| 4.4 | Recurring cost on additional faculty and maintenance                   |  |   |
|     | Faculty at Panchayat Training Centres DPRC (02 faculty)                | The State has proposed staff which includes 2 senior faculty, 2 core faculty, 4 office assistants, TA, DA etc. for the two new training centres. The State has further stated that necessary staff for new training centres has been sanctioned and it is proposed to charge the salaries of the new staff to the RGPSA scheme.  | Not approved, as this is an ongoing State activity.   |
| 4.5 | BPRCs  |  |   |
| i   | Maintenance of Block PRCs  | The State has proposed budget estimate of Rs. 1860.00 lakh for strengthening of existing 248 Block PRCs (@ Rs. 7.50 lakh per unit) during CY.  | The State clarified that the proposal was for new BPRCs. The  |

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|     |  |  | proposal was accepted for non-BRGF blocks only. The State would also keep a record of the number of people using this facility.   |
| 5   | Panchayat processes for Panchayats with inadequate resource base | The State has proposed Rs. 9.17 cr. for 1836 GPs (20%) @ Rs. 50,000/- (20% GPs to be benefitted under the scheme). The State has intimated that they are developing a system to identify 'weak' GPs mostly concentrated in the Scheduled and MADA Areas. | Not approved for the present. The State will provide details regarding its system of assessment of the revenue base of Panchayats. Funds will be released for this activity only after this system has been examined by MoPR. |
| 6   | IEC Activities   | List of activities provided with cost break-up. Total budget proposed is Rs.50.00 lakh. Activities include preparation of print material, preparation of films, DVD/CD replication, Audio Programme, Mass Media etc.                                     | Approved. However, the expenditure has to be restricted to not more than 1% of the total budget approved.   |
| 7   | e-Enablement of Panchayats                                       | State has sought Rs. 217.77 lakh for E-enablement of Panchayats.   | Only the proposal for providing landline telephone facility at GP level was approved by the Committee.  |
| 8   | Assistance for PESA areas  | State has sought Rs. 2127.20 lakh for assistance under PESA areas.   |   |
| i   | Honorarium to GP Mobilizer to be hired through NGO               | One PESA mobilizer in 4544 PESA Gram Panchayats @ Rs. 2500/- per month.  | Approved .  |
| ii  | Honorarium to BP PESA coordinator to be hired through NGO        | 26 PESA mobilizer at Block level @ Rs. 20,000/- per month.   |   |
| iii | Honorarium to District PESA coordinator to                       | 05 PESA mobilizer at District level @ Rs. 25,000/- per month   |   |

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|    | be hired through NGO                        |  |   |
| iv | Gram Sabha Orientation by involving NGOs    | Gram Sabha orientation in 4544 GPs of the PESA Area @ Rs. 10,000/- per Gram Sabha.   |   |
| v  | Contracting NGOs for regular handholding    | Handholding support to 4544 GPs of the PESA Area @ Rs. 5,000/- per Gram Sabha  |   |
| vi | Refresher training campaign for PESA Region | Lump-sum amount of Rs. 5.00 lakh for development of training modules, material on PESA Act, Rules & Empowerment for Gram Sabha.  | Not approved. It was decided that this may be included in the overall amount for development of training module.  |
| 9  | Strengthening of State Election Commission  | The State has proposed Rs. 199.20 lakh for strengthening of State Election Commission. The following activities have been proposed :<br>i) Purchase of 1100 EVMs, @ Rs. 0.15 lakh per EVM<br>ii) Purchase of 38 computers with printers, @ Rs. 0.40 lakh per Computer<br>iii) 02 Computer Server, @ Rs. 2.00 lakh per server<br>iv) Renovation of computer room (Rs. 10.00 lakh)<br>v) Furniture & fixture (Rs. 5.00 lakh) | Approved. However, this expenditure maybe staggered over the remaining plan years and revised proposals sent for this year. Apart from hardware, activities such as voter awareness campaigns etc. to improve the process may also be considered. |
| 10 | Programme Management Unit                   | Location, structure, functions, are defined for setting the PMU.<br><br>The PMU will be set up at State and District level. The State has proposed Rs. 5.54 crore.   | This was approved subject to the condition that the expenditure will be restricted to 5% of the Plan approved.  |

## B. Perspective Plan and Annual Plan 2013-14 of Chhattisgarh

### Decision on Performance Parameters

The Performance conditions set down by the State for 2013-14 were discussed. The recommendations and decisions were taken as follows :-

| S.No. | Performance Parameters as indicated in Guidelines  | State Goal for 2013-14   | Decision of the CEC keeping in view the status and target indicated by the State and the comments of Programme Division  |
|-------|--|--|--|
| 1     | Articulating an appropriate policy framework for providing administrative and technical support to Panchayats. | <ul style="list-style-type: none"> <li>• Appointment of Panchayat Sahayak in 9734 GPs on contractual basis from the RGPSA</li> <li>• <i>Provision of an Executive Engineer at ZP level through State Resources.</i></li> </ul>   | Accepted, in principle. The duties, recruitment process etc. should be clearly specified.  |
| 2     | Strengthening the financial base of Panchayats by assigning appropriate taxes, fees, etc.                      | <ul style="list-style-type: none"> <li>• Ensuring the proper implementation of tax collection rules for collecting taxes from mobile tower and colonizer. <i>A monitoring mechanism will put in place to check the increase in revenue through these sources. Executive orders for these will be passed.</i></li> <li>• Study of all the 9734 GPs about their own revenues. <i>At present the State has Internal Auditor &amp; Taxation Officer (IATO) involved in tax collection and finance related activities. (01 Senior IATO at each block, 01 IATO for 25 GPs and 01 Assistant IATO for 05 GPs). The SPMU is in the process of integrating data from districts regarding the revenue raising capacity and actual tax collection at GPs.</i></li> </ul> | States proposal for ensuring proper implementation of tax collection and assessing the revenue base of the Panchayats were accepted. The State may also keep track of the number of Panchayats where there was a rise in revenue collection. The State initiative to assess the revenue base of Panchayats was accepted. |

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| 3.    | Provision of untied funds to Panchayats and timely release of SFC and Central Finance Commission (CFC) grants. | <ul style="list-style-type: none"> <li>• <i>The State will ensure timely release of untied funds at the Block Panchayat level, with advisory for their appropriate use for developmental activities.</i></li> <li>• <i>Provision of State internal revenue at the rate of 3:12:85 percent for ZP:JP:GP level. This is the first time that ZP will get the share of 3%, BP will get 12% and GPs will get 85% of the total internal revenue of the State.</i></li> </ul>   | The State clarified that 8% of State revenue is provided as untied fund to Panchayats. The State may consider taking initiative to increase this amount. |
| 4     | Ensuring devolution of funds, functions and functionaries.   | <ul style="list-style-type: none"> <li>• <i>Formation of State level Coordination &amp; Monitoring Committee on Devolution which includes representatives of various departments to guide the progress of devolution. This committee will review the progress in each quarter.</i></li> <li>• Ensuring and strengthening the administrative control of Employees of 10 departments brought under PRIs- Education, Health, Women and Child Development, Rural development, Tribal Welfare, Agriculture, Animal Husbandry, Fisheries, Social Welfare</li> <li>• 2 State level Workshops on Devolution among functionaries/ERs</li> </ul> | Accepted. The achievements in respect of the devolution of 3Fs by the end of the year may be intimated to the Ministry.                                  |
| 5     | Preparing and operationalizing a framework for bottom-up grassroots planning and convergence through the DPC.  | <ul style="list-style-type: none"> <li>• Provisioning of handholding support for bottom up planning by providing the TSGs at district level.</li> </ul>  | This was accepted.   |

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|       |  | <ul style="list-style-type: none"> <li>• 5 Districts Workshops on Decentralised Planning among functionaries/ERs and the findings will be shared with State Planning Commission for appropriate policy formulation</li> <li>• Coordination with SFC and State Planning Commission for reviewing the strategies.</li> </ul>  |   |
| 6     | Ensuring free and fair elections, and making the SEC autonomous.   | <i>The SEC is very much autonomous and the panchayat election are being held on time.</i>   | The State may propose some activities for improving the election process such as preparation for materials etc. for educating the people about ensuring free, fair corruption free and impartial elections. |
| 7     | Strengthening the institutional structure for capacity building of Panchayats, selecting suitable partners for capacity building, and improving outreach and quality of capacity building. | <ul style="list-style-type: none"> <li>• Construction of 11 DPRCs,</li> <li>• Recruitments of faculties for SPRC/DPRC</li> </ul>  | This was accepted.  |
| 8     | Putting in place a system of performance assessment of Panchayats.   | <ul style="list-style-type: none"> <li>• <i>The State had already followed the process of PEAIS and the identification of on watch panchayats. The identified panchayats will be provided additional support for various activities like gram sabha orientation, raising revenue generation capacity, performing social audits, participatory plan preparation etc.</i></li> <li>• Strengthening of standing committees at GP level by providing secretaries for each standing committees.</li> </ul> | This was accepted. However, it was also recommended that the progress made by on-watch' Panchayats over the year may be documented.   |

| S.No. | Performance Parameters as indicated in Guidelines  | State Goal for 2013-14  | Decision of the CEC keeping in view the status and target indicated by the State and the comments of Programme Division  |
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| 9     | Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas   | <ul style="list-style-type: none"> <li>• Data Collection and Analysis for each Gram Sabha (GS) on parameters like Representation of weaker section/SC/ST/Women etc in GS, Type of issues discussed, Presence of Officials.</li> <li>• Support for GS orientation</li> <li>• The active SHG members will be selected as the GS mobiliser.</li> <li>• <i>Integrating of the Gram Sabha data with the BPL list and Census 2011 data for identification of gaps in participation of marginalised section in gram sabha and ascertaining the reason thereof and suggesting the remedial measures.</i></li> </ul> | It was decided that the State may specifically identify GPs where Gram Sabha attendance is poor and take specific remedial measures and intimate the outcome to this Ministry. |
| 10    | Institutionalizing accountability processes such as voluntary disclosure of information and social audit.  | <ul style="list-style-type: none"> <li>• Data Analysis from each GP about the status of Social audit, Awareness building.</li> <li>• <i>Listing out the type of the objections raised in social audits of GPs and identifying the left out GP who did not conduct social audit and the reason thereof alongwith the remedial measure.</i></li> </ul>  | This was accepted but it was recommended that an action plan on the basis of data analysis may also be prepared.   |
| 11    | Strengthening the system of budgeting, accounts and audit, including use of e enabled processes. Maintenance of Panchayat accounts on-line at least for District and Intermediate Panchayats. Issuing of guidelines/rules for voluntary disclosure of budget and accounts by Panchayats. | <ul style="list-style-type: none"> <li>• Ensuring the entry of Panchayat accounts on-line at least for District and Intermediate Panchayats.</li> <li>• Ensuring the audits for every GPs</li> </ul>  | This was accepted.   |

| S.No. | Performance Parameters as indicated in Guidelines      | State Goal for 2013-14  | Decision of the CEC keeping in view the status and target indicated by the State and the comments of Programme Division  |
|-------|--|---|--|
| 12    | Ensuring compliance of State laws and rules with PESA. | <ul style="list-style-type: none"> <li>•Developing the operational rules for PESA Act.</li> <li>• Strengthening of GS for PESA areas</li> <li>•Provision of GS mobiliser from local active SHGs</li> <li>•Capacity building of ERs/Functionaries for Gram Sabhas</li> </ul> | Accepted. The State Government will provide the data about the Gram Sabhas of PESA Areas strengthened by the end of 2013-14. GS mobilizers from local active SHGs will be provided in a phased manner starting from the areas which are not affected by LWE areas. |

(2) Decision of CEC on activities proposed in Annual Plan 2013-14 by the State of Chhattisgarh

| S. No. | Activity Head                                     | Proposal of the State  | Decision of the Committee   |
|--------|---|--|---|
| 1      | Administrative and technical support at GP level  | Existing Staff position at GP level:<br>Every GP has 01 Panchayat Sachiv<br><br>The State has proposed engagement of Panchayat Sahayak @ Rs. 5000/- per month per GP for total 9734 GPs at a total cost of Rs.29.20 crore providing qualifications, experience, salary etc. The approval for engagement of Panchayat Sahayak has been provided by State Govt.  | This was approved subject to the condition that the State would first identify GPs where work is possible. The State would stagger the appointment of Panchayat Sahayak. The details of numbers of Panchayats Sahayak to be engaged this year (and also in subsequent years) may be intimated to this Ministry. |
| 2      | GP Buildings                                      |  |   |
|        | Construction and repair of Gram Panchayat Bhawans | (i) The State had proposed Rs. 60.00 cr. (total budget proposed of Annual Plan for 2013-14= Rs. 151.46 cr.) for repair of 2000 GP Buildings, which is 40% to total budget of Annual Plan (2013-14). The State was advised that as per funding pattern of the RGPSA Guidelines, the State may spend up to 25% of its overall plan funds on construction and repair of GP Buildings. Accordingly, the State now proposes to carryout repair in 1262 GPs. The State has enclosed a list of GPs which require repair and has clarified that these GPs do not have separate toilet for male / female and drinking water facility. | This was approved, subject to the 25% ceiling.  |
| 3      | <b>Capacity Building and Training</b>             |  |   |
| a      | Training Needs Assessment (TNA)                   | The State has proposed TNA cost (Rs. 5.00 lakh lump sum) in Annual Plan (2013-14). TNA will be undertaken by SIRD. A database of resource persons will also be created.  | Approved.   |
| b      | Preparation of Training Modules                   | The State has provided subjects (Panchayati Raj, Decentralised Planning, Devolution, Participatory Planning, PESA, Resource Generation/Taxation, Livelihood, IT, Accounts) for development of training   |   |

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|     |   | modules with a lump sum provision of Rs. 5.00 lakh.   |   |
| c   | Development of Training Material including film and electronic material | The State has proposed Rs. 5.00 lakh for development of training material. Broad subjects have been provided. These are: Conducting effective Gram Sabhas, decentralized planning, PESA, resource generation, livelihoods, accounts etc.  |   |
| d   | Exposure visits within/ outside State                                   | <p>The State has proposed exposure visits within/outside of the State for (810+135)=945 personnel at a cost of (48.60+27.00)=Rs.75.60 lakh.</p> <p>Proposed rate is Rs.2000 per participants for within State and Rs.4000 per thousand for outside State visits.</p> <p>The State has indicated that the target group for within State visits will comprise members of Standing Committees and members of on-watch Panchayats. The well performing Panchayats will be sent outside, to States such as Kerala, Maharashtra, West Bengal etc.</p> |   |
| e   | Evaluation of training  | The State has proposed a lump sum assistance of Rs.5.00 lakh for evaluation of training programme through SIRD/NIRD/IIM. The State will get all training programme evaluated with special focus on PESA, Decentralized Planning & PESA.   |   |
| f   | Radio Programme   | The State has proposed Rs.31.00 lakh for radio programme under CB&T activity.   | This was not approved since the activity was already being implemented. The State appears to be funding an on-going activity. Not approved. |
| g   | Training of ERs and Functionaries                                       | The State has proposed training of ERs and Functionaries.   | Approved.   |
| 4   | Institutional Structure   |   |   |
| 4.1 | SPRC  |   |   |

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|     | Additional Building and Equipment                    | <p>No building additions are proposed.</p> <p>The State has proposed in Annexure-6 of proposal the following equipments for the SPRC:</p> <p>Solar Panel System (Rs. 20.00 lakh),<br/>Renovation of old mess at SIRD (Rs. 20.00 lakh),<br/>Photocopier (Rs. 3.00 lakh),<br/>Scanner (Rs. 0.15 lakh),<br/>Water cooler (Rs. 0.90 lakh),<br/>UPS 1KV (Rs. 0.60 lakh),<br/>UPS 20KV (Rs. 0.84 lakh),<br/>Photo Color Printer (Rs. 0.30 lakh),<br/>Aquaguard (Rs. 1.50 lakh),<br/>Renovation of Auditorium (Rs. 1.50 lakh),<br/>LCD (Rs. 1.00 lakh),<br/>Panel work of Auditorium (Rs. 0.50 lakh)</p> | Not approved for the present. The State Government has not proposed for additional building. As regards the other equipment, the State Government was advised to explore the possibility of obtaining funds from the Ministry of Rural Development first. |
| b   | Recurring cost on additional Faculty and maintenance |   |   |
| i   | Additional faculty at SPRC (for 05 faculty)          | There are at present 5 faculty members at SPRC, which are stated to be inadequate by the State. The State has proposed Rs. 10.50 lakh for 05 faculty (unit cost @ Rs. 0.35 lakh per month per faculty) on Finance, Economic, Natural Research Management, MIS and Legal aspects.  | This was approved. At the end of the year the State Government will intimate the numbers of ERs trained during this year.   |
| ii  | Supporting staff at SPRC                             | The State has proposed budget estimate of Rs. 2.16 lakh (unit cost @ Rs. 0.12 lakh per month) for 01 Accountant, 01 LDC, 01 Data Entry Operator   | This was approved.  |
| iii | e-Technical Assistant for SPRC (02 nos.)             | The State has proposed budget estimate of Rs. 1.80 lakh (unit cost @ Rs. 0.15 lakh per month) for 02 no. of e-Technical Assistant at SPRC.  |   |
| iv  | Helpline at SPRC                                     | The State has proposed Rs. 5.00 lakh (lump-sum) for helpline at SPRC.   |   |
| v   | lump sum assistance                                  | The State has proposed lump sum assistance of Rs. 10.00 lakh during   | This was approved. The break-up for this activity may be  |

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|     |  | 2013-14 (for maintenance) of SPRC.  | provided by the State Government before release of funds.                                   |
| 4.2 | New DPRCs  |   |   |
|     | Construction of Building of new DPRCs and provision of basic equipment | <ul style="list-style-type: none"> <li>• The State has proposed construction of 11 DPRC during 2013-14 out of 22 new DPRCs proposed in perspective plan. The State has 27 districts. In addition, upgradation of 01 ETC and 05 PTC is also proposed. It has sought lump sum grants for the same.</li> <li>• The new DPRC will be constructed at campus of District Panchayat and in case location is different, the Government land will be made available. Layout has been provided with the proposal. The total estimated cost is Rs. 1.80 crores, of which Rs. 50 lakhs per DPRC is budgeted for 2013-14.</li> </ul> | This was approved.  |
|     | Faculty at New DPRC (02 faculty)                                       | The State has proposed budget estimate of Rs. 52.80 lakh for 02 faculty each at new 22 DPRCs (unit cost proposed @ Rs. 0.20 lakh), Per district cost: Rs. 2.40 lakhs. Though the State proposes to build 11 new DPRCs, staff has been proposed for 22 DPRCs. The State has clarified that the remaining 11 DPRCs will be housed in Zilla Panchayat buildings.   | Approved.   |
| 4.3 | Up-gradation of ETCs/District Institute of Panchayat Raj               |   |   |
|     | Up-gradation of 5 RPRDTC (01 ETC + 04 PTC)/DIPR                        | <p>The State has proposed up-gradation of 1 ETC and 4 PTCs.</p> <p>The following facilities will be provided during up-gradation:<br/>Hostel facility for male/female, additional training hall, separate toilets for male/female, drinking water facility, furniture for training &amp; office purpose, books for library and computer for Lab. Rs. 30 lakh per DPRC is budgeted for 2013-14.</p>  | Approved.   |
| 4.4 | Recurring cost on additional faculty and maintenance                   | The State has proposed lump sum provision of Rs. 10.00 lakh (unit cost @ Rs. 2.00 lakh) for 05 existing DPRCs.  | Since the State is having quite a large area covered by PESA, it was decided that the State |

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|            | (maintenance of existing DPRCs) 05                               | The State has clarified that the existing DPRCs will need these expenditure for routine activities such as peons, data entry operator, water supply etc.   | Government may come up with a plan for State level PESA institutions in PESA areas with sub-State structure which should also be oriented for PESA activities. Not recommended. |
|            | Supporting Staff at DPRC   | The State has proposed supporting staff (01 Accountant, 01 Data Entry Operator) (unit cost @ Rs. 8080/-) for 22 DPRCs. Per district cost: Rs.0.97 lakhs. Though the State proposes to build 11 new DPRCs, staff has been proposed for 22 DPRCs. The State has clarified that the remaining 11 DPRCs will be housed in Zilla Panchayat buildings. | Approved.   |
|            | Helpline at DPRC and Other costs                                 | The State has proposed Rs. 45.00 lakh in CY (unit cost Rs. 0.03 lakh for 15 districts.<br><br>Rs. 2 lakhs is proposed as maintenance cost per DPRC.  | Approved.   |
| <b>4.5</b> | <b>BPRCs</b>   |  |   |
| i          | Maintenance of Block PRCs  | The State has proposed budget estimate of Rs. 22.00 lakh for maintenance of 110 Block PRCs (@ Rs. 0.20 lakh per unit) during CY.   | Not Approved, as there is no such provision in RGPSA guidelines.  |
|            | Development of Block PRC in non-BRGF districts                   | The State has proposed construction of 20 Block PRC in non-BRGF districts (@ Rs.10.00 lakh per unit) during 2013-14. List of blocks, building plan etc. has been provided.   | Approved.   |
| <b>5</b>   | <b>e-Panchayat</b>   |  |   |
|            | E-Technical Assistant for Blocks (146 nos.)                      | The State has proposed purchase of computers, UPS, printers for 6937 GPs along with 146 E-Technical Assistant at Block level for 146 blocks @ of Rs.15,000 per month.  | Not Approved for the present. The progress regarding funds released for this purpose in 2012-13 and setting up of SPMU and DPMU may be intimated by the State.                  |
| 6          | Panchayat processes for Panchayats with inadequate resource base | List of 146 GPs (1 GP per Block) has been provided taking revenue figures out of PRIA-soft Report of lowest revenue Panchayats. The State is in the process of assessing the revenue   | Not approved. State Government may identify the Panchayats with lowest revenue base and then prepare a revised proposal for such purposes                                       |

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|   |                           | <p>capacity of Panchayats.</p> <p>The State has proposed activities such as holding Gram Sabahs, Gram Sabha mobilizer (active SHG members) training, exposure visits etc. for such Panchayats.</p>  | beginning from the areas which are not LWE affected.   |
| 7 | IEC Activities            | List of activities provided with cost break-up. Total budget proposed is Rs.142.00 lakh. The proposed activities of IEC are awareness generation through local workshops on decentralised planning, radio programme, nukkad, folk dances, wall magazines etc.   | The proposal was approved subject to the condition that the expenditure has to be restricted to not more than 1% of the total budget approved. |
| 8 | Programme Management Unit | <p>Location, structure, functions, roles &amp; responsibilities are clearly defined for setting the PMU.</p> <p>The PMU will be set up at three levels namely State, District and Block. The SPMU will be supervised by the State Executive Committee headed by the Additional Chief Secretary (PR&amp;RD). State Programme Manager a senior consultant presently engaged for preparation of Perspective Plan of the RGPSA will be merged into SPMU. Human Resources already working with e-panchayat at state and district levels will also be merged with the RGPSA, SPMU and DPMU respectively. PMU comprises human resources chiefly in areas of Planning &amp; Implementation, Monitoring &amp; Evaluation, State Accounts &amp; Finance Officer, Capacity Building coordinator at State level, PESA coordinator at State level, MIS coordinator at State level. At the district level, District Programme Manager for monitoring and coordination of training activities etc. and one e-Panchayat specialist is proposed.</p> | This was approved subject to the condition that the expenditure will be restricted to 5% of the Plan approved.                                 |
| 9 | Innovations               | Innovation budget of Rs.6.00 lakh proposed for satellite imagery of GPs.  | Approved.  |

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|     |                           | The project aims to encourage systematic record keeping, representation of the data in the spatial domain through GIS & monitoring of schemes through mobile geo tagging.  |   |
| 10. | Assistance for PESA areas | State has sought Rs. 329.13 lakh for assistance under PESA areas covering 4510 GPs. These include one Gram Sabha mobilizer per GP, district and block level PESA coordinator, Gram Sabha orientation and training. | This was approved subject to the conditions that the State would identify GPs where this activity can be taken up as in the case of Gram Sahayaks. It was further advised that in PESA areas the functionaries of the line department and at the level of District Panchayat and Block Panchayats will also be equipped with capacity building and training particularly with reference to the requirement of PESA Act. |

### C. Perspective Plan and Annual Plan 2013-14 of Himachal Pradesh.

#### (1) Decision on Performance Parameters

The CEC noted that appropriate goals against the Performance conditions had not been spelt out by the State. The Joint Secretary, RGPSA clarified that the Performance assessment at the end of the year would address what States had actually done. States that set high targets would not be penalized. The State was requested to reformulate the targets for the performance conditions, after which, the funds would actually be sanctioned. The suggestion of the CEC regarding the performance conditions were :

| S.No. | Performance Parameters as indicated in Guidelines  | State Goal for 2013-14  | Decision of the CEC keeping in view the status and target indicated by the State and the comments of Programme Division |
|-------|--|---|---|
| 1     | Articulating an appropriate policy framework for providing administrative and technical support to Panchayats. | Each GP has a Panchayat Secretary. The State intends to provide computer operators at GP level.   | The proposal was accepted.  |
| 2     | Strengthening the financial base of Panchayats by assigning appropriate taxes, fees, etc.                      | Gram Panchayats are empowered to levy property tax, profession tax, duty on transfer of property, land revenue and liquor cess. Policy decision for increasing the rate of assigned taxes will be taken | The proposal of the Government was accepted. This aspect may be pursued by the State Government.                        |
| 3.    | Provision of untied funds to Panchayats and timely release of SFC and Central Finance Commission (CFC) grants. | Will be ensured. State is already transferring CFC and SFC grants to Panchayats on time. The State informed that 3% of the State revenue to Panchayats and the SFC was about to submit its report.      | It was suggested that the State to pursue the goal of providing 10% of State revenue as untied funds to the Panchayats. |
| 4     | Ensuring devolution of funds, functions and functionaries.   | One quarterly meeting with the line department will be held under the Chairpersonship of State Steering Committee.  | This was accepted. However, State was advised to provide progress made from time to time.                               |
| 5     | Preparing and operationalizing a framework for bottom-up grassroots planning and convergence through the DPC.  | Consultation with the line departments for convergence will be initiated  | The State must ensure that the framework is developed by the end of this year.  |

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| 6  | Ensuring free and fair elections, and making the SEC autonomous.   | Already exists  | State may consider some process improvement such as voter awareness, campaign against malpractices etc.  |
| 7  | Strengthening the institutional structure for capacity building of Panchayats, selecting suitable partners for capacity building, and improving outreach and quality of capacity building. | Additional faculty and infrastructure will be provided  | Accepted. However, State may provide steps and phases of desired progress.   |
| 8  | Putting in place a system of performance assessment of Panchayats.   | Coverage of Panchayats under PEAIS is already universal in the State. During the current financial year, the State Government will generate a list of on-watch Panchayats. Special capacity building efforts will be made for the on-watch Panchayats.  | This was accepted.   |
| 9  | Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas   | Gram Sabhas have been empowered to form vigilance committees. Village level functionaries have to mandatorily attend Gram Sabha meetings. However, participation of people is poor. IEC to strengthen Gram Sabha and policy decisions to hold separate Mahila Sabha will be taken.<br><br>The IEC activities would include display of information in GPs through posters and banners, folk media, calendars, wall writing, DVD/CD replication, use of multimedia (print as well as electronic) highlighting the concept, powers, functions etc. of Gram Sabha and Panchayats. | This was accepted. However, the State may lay emphasis on promotion of Mahila Sabhas.  |
| 10 | Institutionalizing accountability processes such as voluntary disclosure of information and social audit.  | All ZPs will ensure compulsory disclosure on income and expenditure, proceedings of meetings and action taken on resolutions passed through website hosting.  | Accepted. However, the State was advised to progressively include more and more schemes over the years in the process of voluntary disclosure and intimate the progress every year to this Ministry. |

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| 11 | Strengthening the system of budgeting, accounts and audit, including use of e enabled processes. Maintenance of Panchayat accounts on-line at least for District and Intermediate Panchayats. Issuing of guidelines/rules for voluntary disclosure of budget and accounts by Panchayats. | Manual will be prepared for giving guidelines for the PRIs to prepare annual budget and it will be ensured that every Zila Parishad starts preparing budget from the next financial year. In addition to this, it will be ensured that accounts of all ZPs and PS and GPs having connectivity will be available online on PRIA Soft. Steps will be taken to ensure connectivity to non- connected Panchayats. | This was accepted. However, it was also decided that the State Government will intimate the number of Gram Panchayats which have started this process. In addition to this the progress made by Panchayats at different level for keeping their Budget online will also be intimated to this Ministry. |
| 12 | Ensuring compliance of State laws and rules with PESA.   | Amendment in the act and rules will be made   | This was accepted. However, State may indicate progress from time to time.   |

(2) Decision of CEC on activities proposed in Annual Plan 2013-14 by the State of Himachal Pradesh.

| SL. No.  | Activity Head                                     | Proposal of the State  | Details furnished/ comments   |
|----------|---|--|---|
| 1        | Administrative and technical support at GP level  | <p>Existing Staff position at GP level: Every GP is having one post of Panchayat Secretary/ Panchayat Sahayak and one Chowkidar. Presently, 200 posts of Panchayat Secretaries are vacant.</p> <p>The State has proposed engagement of Panchayat Secretary/ Sahayak @ Rs. 8000/- per month for total 3243 GPs at a total cost of Rs. 3783.24 lakh providing qualifications etc. The approval for engagement of Panchayat Sahayak has been provided by State Govt. Manpower is being recruited on outsource basis so they cannot be considered for any promotional avenues.</p> | Approved. After the provision of staff, improvements may be documented.   |
| <b>2</b> | <b>GP Buildings</b>                               |  |   |
| a        | Construction and repair of Gram Panchayat Bhawans | <p>(i) The State has proposed Rs. 750.00 lakh. (total budget proposed of Annual Plan for 2013-14= Rs. 10115.55 lakh.) for repair of 200 GP Buildings.</p> <p>(ii) The State has enclosed a list of GPs which require repair, IT room, construct barrier free access/ separate toilets for men &amp; women in 200 GP @ of Rs. 3.75 lakh.</p>  | Approved.   |
| <b>3</b> | <b>Capacity Building and Training</b>             |  |   |
| a        | Training Programme                                | <p>Proposed expenditure is Rs.993.06 lakh on capacity building and training and Rs.150.00 lakh on computer training.</p> <p>Topics of the training programme will be Civil Work execution and Management by PRIs, Basic Computer and software applications, refresher courses for ERs of PRIs. ERs and staff connected with the functioning of the PRIs will be the participants and the training would be conducted by PRTIs and District Level Officers. Duration of</p>   | It was felt that proposal of State was too ambitious and not possible to complete the training in a year. Hence, only 50% of the proposal was approved. |

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|          |  | the training programme will be 3 days in each topic.  |   |
| b        | Exposure visits within / outside State                                 | <p>The State has proposed exposure visits within the State for 35 ERs and officials for 4 days at a cost of Rs.11.20 lakh. Further, the exposure visits outside the States are proposed of 3 teams of 30 participants (20 ERs + 10 Officials) at a cost of Rs. 45.00 lakh.</p> <p>Proposed rate is Rs.2000 per participants for within State and Rs.50000 per head for outside State visits. The elected representatives of National and State level award winning Panchayats will be selected for the exposure visits in which 1/3<sup>rd</sup> will be women, 1/4<sup>th</sup> SC and 4% will be the ST participants.</p> | This was accepted. It was further suggested that 'on watch' Panchayats may be given exposure visit within the State.                                    |
| <b>4</b> | <b>Institutional Structure</b>   |   |   |
| a        | Additional Building and equipment at SPRC                              | State Government had informed that sufficient space is lacking in the existing PRTI. Land is available for the SPRC set up. Details of construction plan and equipment proposed have been provided.   | Approved.   |
| b        | Recurring cost on additional Faculty and maintenance                   | No amount proposed  | No funds asked for.   |
| c        | Construction of Building of new DPRCs and provision of basic equipment | The State has proposed construction of 3 DPRC at Mandi, Hamirpur and Solan with the total cost of Rs. 750.00 lakh during 2013-14.   | Approved. The State Government was requested to submit revised proposal with the anticipated expenditure staggered over the years on a realistic basis. |
| d        | Up-gradation of ETCs/District Institute of Panchayat Raj               | Up gradation of PRTI Baijnath is proposed. The State has proposed equipment for rooms, dinning hall, indoor hall, principal's room etc. The details of construction plan and equipment proposed of the SPRC have been provided.   | Not Approved.   |
| e        | Recurring cost on additional Faculty & Maintenance of                  | No amount proposed  | No funds asked for  |

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|          | DPRC   |  |  |
| 5        | Distance learning facility through SATCOM or IP based technology | No amount proposed   | No funds asked for   |
| 6        | Intermediate / Block level Resource Centre (BLRCs)               | There are 78 development blocks in the State, out of which 13 Block level Resource Centres in development blocks of BRGF districts are already under construction.   | No funds asked for   |
| <b>7</b> | <b>E-enablement of Panchayats</b>                                |  |  |
| a        | Computer, UPS and Printers                                       | List of 2148 Gram Panchayats, Panchayat Samiti and Zila Parishads is provided seeking two computers, UPS, Printer for each GP.<br><br>The State has stated that to introduced 12 core application introduced by the Government, new computers are required. Approval of competent has been obtained. State Government has provided the certificate that the equipment to be purchased does not already exist in the Panchayat. | Not accepted. The State may complete the activity sanctioned in 2012-13.   |
| b        | Additional manpower/ service provider                            | State Government has proposed an amount of Rs. 120.93 lac for the salary of additional manpower to handle e-panchayat project by the technically qualified personnel.  | Not approved as the State Government has not sent utilisation report for the funds released last year.   |
| <b>8</b> | Panchayat processes for Panchayats with inadequate resource base | The State has stated that 10% of the Panchayats having weakest resource base will be given the amount which comes to Rs. 1.62 crore.   | Not accepted. The State may first firm up a system for assessing the revenue base of Panchayats.   |
| <b>9</b> | <b>Special Support for Panchayats in PESA areas</b>              |  |  |
| a        | Gram Sabha Mobilizer   | An amount of Rs. 54.36 is proposed for 151 Gram Panchayat @ of Rs. 3000/- for 12 month at PESA area. List of Gram Panchayats is enclosed.  | The proposal was accepted subject to the condition that the mobilizer will be engaged in the Gram Sabha at the rate of Rs. 2500/- per month only.                              |
| b        | District & Block level PESA Coordinator                          | The State has proposed Rs. 9.48 lakh for 07 Block PESA Coordinator @ Rs. 7000/- per month per person and 03 District PESA Coordinator @ Rs. 10,000/- per month per person for 12 month.  | The proposal was approved subject to the condition that the coordinators must have undergone requisite training or should be provided training before their actual engagement. |

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| c  | Gram Sabha Orientation                           | The State has proposed Rs. 15.10 lakh for Gram Sabha Orientation for 151 GPs @ Rs. 10,000/- per GP per year.   | This was approved.   |
| d  | Contracting NGOs for regular hand holding        | A amount of Rs. 5.00 lac is proposed for the Capacity building training of Gram Sabha Mobilizers and Block and Block and District Coordinators, report preparation, preparation of material for Gram Sabha orientation and documentation of best practices.  | This was approved.   |
| 10 | Strengthening of State Election Commission (SEC) | <p>Activities to be undertaken for the strengthening of SEC are purchase of equipment such as computer Printer, Fax etc.</p> <p>SEC appears to have sought Rs.19.00 lakh. The State has clarified that earlier, the SEC used to print the electoral rolls from the Government printing press where time and costs were big issues. Now the SEC has decided to purchase the heavy duty printers and will print the electoral rolls in its office thus saving time and cost.</p> | Not approved. Because it was observed that printing of electoral rolls can be done in Government printing press.   |
| 11 | IEC activities                                   | Display of information in GPs through posters and banners, folk, media, calendars, wall writing, DVD/ CD replication, use of multimedia print as well as electronic highlighting the concept, powers, functions etc of Gram Sabha & Panchayats, are proposed. State has sought Rs.95.38 lakh on this activity.   | This was approved subject of the following condition:<br>(i) The expenditure will be restricted to 1% of the Annual Plan approved.<br>(ii) Also the balance amount available from the release of last year will be deducted from the amount as arrived as per (i) above. |
| 12 | Programme Management                             | Structure of PMU: 3 Consultants, 3 Assistant Programmers, 3 Computer Operators, 1 Office Manager and 2 Office Support. PMU involve in overall supervision, monitoring of the execution of various components of the RGPSA such as preparation of plan, management and supervision. State has sought Rs.481.69 lakh for this component.   | This was approved subject to the condition that :<br>(i) The expenditure will be restricted to 5% of the Annual Plan approved.<br>(ii) Also the balance amount available from the release of last year will be deducted from the amount as arrived                       |

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|  |  | <p>Role and responsibility of staff is provided. Regular as well as hired staff will be deployed in this project.</p> <p>Location of PMU is Directorate of Panchayati Raj.</p> <p>Certificate that the PMU will not be utilized for other schemes is enclosed.</p> | <p>as per (i) above.</p> |
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#### D. Perspective Plan and Annual Plan 2013-14 of Madhya Pradesh.

##### (1) Decision on Performance Parametres

The CEC noted that appropriate goals against the Performance conditions had not been spelt out by the State. The State was requested to reformulate the targets for the performance conditions, after which, the funds would actually be disbursed. The suggestions of the CEC regarding the performance conditions were :

| Sl.No. | Performance Parameters as indicated in Guidelines  | State Goal for 2013-14  | Decision of the CEC keeping in view the status and target indicated by the State and the comments of Programme Division |
|--------|--|---|---|
| 1      | Articulating an appropriate policy framework for providing administrative and technical support to Panchayats. | The State has one Panchayat Coordinator Officer for every 5-6 GPs and Secretary per GP along with Rozgar Sahayak under MGNREGA. The State has proposed to deploy 8860 Accountant cum Data Entry Operators @ Rs. 6000/- per month. The State intimated that selection committee at State & District level has been formed and qualification & experience will be as per norms. | Accepted.   |
| 2      | Strengthening the financial base of Panchayats by assigning appropriate taxes, fees, etc.                      | <ul style="list-style-type: none"> <li>State intimated that as per recommendations of 3<sup>rd</sup> SFC, the GP will get 4% net income of State revenue.</li> <li>Three sources of financial resources are available for PRIs. (1) SFC (2) Stamp Duty (3)</li> </ul>   | The State may provide more concrete goals.  |

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|   |  | <p>Mining.</p> <ul style="list-style-type: none"> <li>Funds are released to Panchayats under the Panch Parmeshwar Yojana on basis of population up to 2000 (Rs. 5.00 lac/year), From 2001-5000 (Rs. 8.00 lac/year), From 5001-10000 (Rs. 10.00 lac/year), Above to 10001 (Rs. 15.00 lac/year)</li> <li>Performance fund is devolved to JP at Rs. 25.00 lac and Rs. 1.00 cr. for ZP.</li> <li>State will undertake awareness building and evolve models for revenue generation.</li> </ul> |   |
| 3 | Provision of untied funds to Panchayats and timely release of SFC and Central Finance Commission (CFC) grants. | Performance fund is devolved to JP at Rs. 25.00 lac and Rs. 1.00 cr. for ZP.  | State Government may articulate a clear process such as consultation workshops for enhancing untied funds to Panchayats and also set a target for the year. |
| 4 | Ensuring devolution of funds, functions and functionaries.   | The State intimated that activity mapping chart has been prepared.  | The State Government may indicate a process and targets for enhancing devolution.   |
| 5 | Preparing and operationalizing a framework for bottom-up grassroots planning and convergence through the DPC.  | The State has intimated that in Madhya Pradesh there are 50 districts and DPC is functional in all districts. 30 districts are included in BRGF. The Action Plan of BRGF districts are also approved by DPCs.   | So the goals for improving planning at the grassroots may be formulated.  |
| 6 | Ensuring free and fair elections, and making the SEC autonomous.   | The State has informed that SEC is an autonomous body. Deptt. Of Panchayati Raj cannot prevail upon SEC to provide its goal for 2013-14. It has been functioning autonomously since 1994 in State.  | State may consider some process improvement such as voter awareness campaign against malpractices.  |
| 7 | Strengthening the institutional  | Madhya Pradesh has 1 SIRD, 1 SGPTC, 06 ETCs, 07   | This was accepted.  |

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|    | structure for capacity building of Panchayats, selecting suitable partners for capacity building, and improving outreach and quality of capacity building.   | PTCs and 1 BRCs in each Block of State for CB&T activities.<br><br>5 subject matter specialists in Sanjay Gandhi Panchayat Training Centre, Pachmari and SIRD Jabalpur (3 faculties at SGPTC & 2 at SIRD) will be added. The selection of these faculties will be done as per norms of State Government.   |   |
| 8  | Putting in place a system of performance assessment of Panchayats.   | State will develop a system through Social Audit, Concurrent Audit and Panch - Prameshwar MIS to identify PRIs which are poor in performance. These GPs will be taken up on priority in capacity building to improve upon their functioning. States have set system for Concurrent Audit of each Panchayat from financial year 2013-14. They will handhold Panchayats to ensure complete record keeping. | This was accepted. The State may also identify 'on watch' Panchayats and take special measures. |
| 9  | Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas   | The State has intimated that rules were formulated in 2012 for constitution of Gram Sabha Committees.  | State may lay emphasis on promotion of Mahila Sabhas.   |
| 10 | Institutionalizing accountability processes such as voluntary disclosure of information and social audit.  | No goals stated  | The State may consider providing the voluntary disclosure and social audit.                     |
| 11 | Strengthening the system of budgeting, accounts and audit, including use of e-enabled processes. Maintenance of Panchayat accounts on-line at least for District and Intermediate Panchayats. Issuing of guidelines/rules for voluntary disclosure of budget and | Panch - Parmeshwar MIS will be put in place. Budgets of PRIs will be uploaded on the website and connectivity will be provided in 23006 GPs, 313 JPs and 50 ZPs through Hybrid Solution  | Accepted.   |

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|    | accounts by Panchayats.                                |                   |  |
| 12 | Ensuring compliance of State laws and rules with PESA. | No goals provided | State may indicate some targets towards ensuring compliance of PESA Acts /Rules. |

(2) Decision of CEC on activities proposed in Annual Plan 2013-14 by the State of Madhya Pradesh.

| S. No. | Activity Head   | Proposal of the State   | Details furnished/<br>comments  |
|--------|---|---|---|
| 1      | Administrative and technical support at GP level                  | <p>Existing Staff position at GP level: At the village level the department has 49337 human resources i.e 3325 Panchayat Coordinator Officer (01 PCO at 5 to 6 panchayat), 23006 Sachiv (01 Sachiv at each panchayat), 23006 Rozgar Sahayak MGNREGS (01 Rozgar Sahayak at each panchayat).</p> <p>The State has proposed budget estimate of Rs. 63.79 cr. for deploying 8860 Accountant cum Data Entry Operators @ Rs. 6000/- per month (one per every 3 Panchayats). The State intimated that selection committee at State &amp; District level has been formed and qualification &amp; experience will be as per norms.</p> | This was approved.  |
| 2      | GP Buildings<br>Construction and repair of Gram Panchayat Bhawans | <p>The State has proposed Rs. 62.15 cr. for repair/ maintenance of 625 GP Bhawans for repair @ Rs. 3.00 lakh per GP Bhawan) and 730 GP Bhawans for construction of E-Panchayats rooms @ Rs. 6.00 lakh per GP Bhawan.</p> <p>Gram Panchayat is proposed to be implementing agency for repair work.</p> <p>The State has repeatedly proposed the same activity over the years in perspective plan i.e. number of 625 GP Bhawans for repair/ maintenance and 730 E-</p>  | This was approved subject to the condition that limit of expenditure will be kept Rs. 3 lakh or actual per GP whichever is less. The State Government will keep a record of the Panchayat-wise details of works undertaken in each Panchayat. |

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|          |   | Panchayat rooms for construction in its Annual Plans i.e. 2014-15, 2015-16 and 2016-17.   |  |
| <b>3</b> | <b>Capacity Building and Training</b>                                   |   |  |
| a        | Training Needs Assessment (TNA)   | The State has proposed TNA cost (Rs. 5.00 lakh lump sum) in Annual Plan (2013-14).  | Not accepted. The State was asked to first utilize the amount released last year for this purpose. |
| b        | Preparation of Training Modules   | The State has proposed a lump sum provision of Rs. 5.00 lakh as per RGPSA Guidelines for development of Training Modules.   |  |
| c        | Development of Training Material including film and electronic material | The State has proposed Rs. 10.00 lakh for development of training material as per the RGPSA Guidelines.   |  |
| d        | Evaluation of training  | The State has proposed Rs. 5.00 lakh during current year (2013-14) for evaluation of training programme.  |  |
| <b>4</b> | <b>Training Programme</b>   |   |  |
| a        | Training of ERs in BRGF districts                                       | The State has proposed Rs. 32.89 cr. for 05 days training for 72763 ERs of BRGF districts. The State has proposed unit cost @ Rs. 1851 for ZP level, @ Rs. 1472 for BP level and Rs. 781/- for GP level.<br><br>The State has also proposed computer course @ Rs. 1500/- per participant per day. | This may be taken from the capacity building component of BRGF.                                    |
| b        | Training of ERs in Non-BRGF districts                                   | The State has proposed Rs. 20.11 cr. for 05 days training for 44532 ERs in Non-BRGF districts. The State has proposed unit cost @ Rs. 1851 for ZP level, @ Rs. 1472 for BP level and Rs.  | Only 50% of the proposed training is approved.   |

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|     |  | 781/- for GP level.<br><br>The State has proposed computer course @ Rs. 1500/- per participant per day.   |  |
| c   | Training of Data Entry Operators cum Accountants | The State has proposed Rs. 3.64 cr. for 21 days e-enablement training for 2215 participants.  | Only 50% of the proposed training is approved.   |
| d   | Master Trainers at Block Level                   | The State has proposed 3130 Master Trainers at <u>Block level</u> for 03 days training @ Rs. 1850/ per participant.   | Only 50% of the proposed training is approved.   |
| e   | Exposure visits within/ outside State            | The State has proposed Rs. 17.25 cr. for exposure visits within/outside of the State for 7500 personnel.<br><br>Proposed rate is Rs.2000/- per day per participants for exposure visit within State and Rs.7000/- per day per participant for outside State visits.   | The approval was given for 50% of the personnel.   |
| 5   | Institutional Structure                          |   |  |
| 5.1 | SPRC   |   |  |
| a   | Additional Building and Equipment                | (i) The State has proposed Rs. 1.00 cr. for additional building & equipment at Sanjay Gandhi Training Centre (SGTC) as per the RGPSA Norms.<br><br>(ii) The State has repeatedly proposed same activities of additional building & equipment at Sanjay Gandhi Training Centre (SGTC) each year in its Annual Plans i.e. 2014-15, 2015-16 and 2016-17. | Not approved for the present. The State was asked to send building plan and cost details before the proposal is processed further. |

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| b   | Recurring cost on additional Faculty and maintenance                             | The State has proposed Rs. 40.00 lakh for faculty arrangement at Sanjay Gandhi Training Centre (SGTC).  | Not approved for the present. The State needs to provide justification of additional faculty, cost, recruitment process and approval of competent authority etc.             |
| 5.2 | New DPRCs  |   |  |
|     | Construction of Building of new DPRCs and provision of basic equipment           | Not proposed  | No funds asked for.  |
| 5.3 | Up-gradation of ETCs/District Institute of Panchayat Raj Up-gradation of 07 PTCs | The State has proposed up gradation of 07 PTCs (Rs. 0.50 lakh x 07 PTC= Rs. 3.50 cr).   | Not approved for the present. State may furnish further details on this.   |
| 5.4 | Recurring cost on additional faculty and maintenance                             | Not proposed  | No funds asked for.  |
| 5.5 | BPRCs  | Not proposed  | No funds asked for.  |
| 6   | Distance Learning Facility through SATCOM or IP based technology.                | The State has proposed lump-sum provision of Rs. 5.00 cr. for establishment of Distance Learning Facility through SATCOM or IP based technology.              | Before the proposal is considered further the State Government may provide the details of available facilities and justify the need for new facilities.                      |
| 7   | Panchayat processes for Panchayats with inadequate resource base                 | The State has proposed Rs. 23.00 cr. under the component 23006 GPs @ Rs.5000 per GP for social audit<br>Four Gram Sabhas for each GP @ Rs.1250 per Gram Sabha | Before the proposal is processed further the State Government may provide the details of low revenue GPs and the criteria adopting for assessing revenue base of Panchayats. |
| 8.  | E-Panchayat  | The building and equipments has been already arranged from other schemes (13 <sup>th</sup> Finance Commission).   | Not Accepted.  |

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|     |                           | There are various S/Ws for the automation of various scheme of Panchayati Raj Mantralaya and Rural Development. State is going to create a BRIDGE S/W to make compatible all the S/W on a single platform.  |  |
| 9.  | PESA                      | <p>Looking at the present status of PESA area, there is a need of social mobilization and awareness building.</p> <p>The state proposed to appoint 5221 Gram Sabha mobilizers, 89 PESA block Coordinators, 5 PESA District Coordinators. For Mobilizing &amp; empowering efforts in PESA areas from year 2013-14.</p>   | District and block level coordinators were approved. The State Government may engage district level and block level coordinators and train them. The proposal for engaging GP mobiliser will be reframed by the State Government subsequently.                           |
| 10. | IEC Activities            | The State has proposed Rs. 2.70 cr. under this component. The State has proposed to conduct awareness about Govt. Schemes through banners, posters, wall paintings and folk media etc.  | This was approved subject of the following condition:<br>(i) The expenditure will be restricted to 1% of the Annual Plan approved.<br>(ii) Also the balance amount available from the release of last year will be deducted from the amount as arrived as per (i) above. |
| 11. | Programme Management Unit | The State has proposed budget estimate of Rs. 16.21 cr. (6% of total cost of Annual Plan) for setting up 02 PMU under RGPSA and BRGF. The PMU under RGPSA will deploy 1048 personnel (State level 16 personnel, District level 95 personnel, Block level 537 personnel) and PMU at BRGF will deploy 73 personnel (State level 11 personnel, SIRD staff 62 personnel). | This was approved subject to the condition that :<br>(i) The expenditure will be restricted to 5% of the Annual Plan approved.<br>(ii) Also the balance amount available from the release of last year will be deducted from the amount as arrived as per (i) above.     |

**Annex-1**

**List of the Participants of Central Executive Committee Meeting of Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) held on 28.06.2013 at Vigyan Bhawan, New Delhi**

| <b>S.No.</b> | <b>Name</b>                | <b>Designation/ organization</b>                                     |
|--------------|----------------------------|--|
| 1.           | Smt. Loretta Mary Vas      | Secretary, Ministry of Panchayati Raj                                |
| 2            | Smt. B. Bhamathi           | Additional Secretary & Financial Advisor, Ministry of Panchayati Raj |
| 3            | Dr. Hrusikesh Panda        | Additional Secretary, Ministry of Panchayati Raj                     |
| 4            | Smt Rashmi Shukla Sharma   | Joint Secretary, RGPSA   |
| 5            | Shri Sushil Kumar          | Joint Secretary, MoPR  |
| 6            | Smt. Neerja Sekhar         | Joint Secretary, MoPR  |
| 7            | Shri G. P. Gupta           | CCA, MoPR  |
| 8            | Adv. Syamala Devi          | District Panchayat President, Kerala                                 |
| 9            | Shri Bhupender Singh       | Pradhan, Bagpat, Munga Khedi, UP                                     |
| 10           | Smt Nirmala Buch           | President, Mahila Chetna Manch, Bhopal                               |
| 11           | Shri Meenakshi Sundaram    | Vice Chairman, MYRADA, Bangalore                                     |
| 12           | Shri Rajesh Tandon         | President, PRIA  |
| 13           | Shri B.D. Virdhi           | Advisor, Planning Commission   |
| 14           | Shri S.M. Vijayanand       | Add. Secretary, Ministry of Rural Development                        |
| 15           | Dr. K. Jayalakshmi         | Professor, Centre for Panchayati Raj, NIRD, Hyderabad                |
| 16           | Shri Ashok Angurana        | MD, TRIFED representing MOTA   |
| 17           | Shri Gopal Sidhwani        | Deputy Secretary, Ministry of Tribal Affairs                         |
| 18           | Dr. A.C.Verma              | Director, Ministry of Health & Family Welfare                        |
| 19           | Shri Saraswati Prasad      | Jt. Secretary, Ministry of Drinking Water & Sanitation               |
| 20           | Shri Sanjoy Mojumdar       | Director, MDWS   |
| 21           | Shri Rajiv God             | Technical Director, NIC  |
| 22           | Shri Raj Singh             | JS Deptt of Agriculture & Cooperation                                |
| 23           | Shri J.C Chauhan           | Special Secretary cum Director (PR) GDHP Shimla                      |
| 24           | Shri Kewal Sharma          | Joint Director, Panchayati Raj, Himachal Pradesh, Shimla             |
| 25           | Dr. Rajan Khobragade       | Secretary, Local Self Government, Kerala                             |
| 26           | Dr. Peter M. Raj           | Associate Professor, KILA, Trissur, Kerala                           |
| 27           | Smt Aparna Arora           | Secretary Panchayati Raj, Govt. of Rajasthan                         |
| 28           | Shri Yogendra Singh Poonia | Associate Pro. SIRD (Panchayati Raj), Rajasthan                      |
| 29           | Shri B.L. Dhruw            | Joint Director- Panchayat, Raipur, Chhattisgarh                      |
| 30           | Shri Neeraj Dewangan       | Sr. Consultant (RGPSA), Directorate of Panchayat, Chhattisgarh       |
| 31           | Shri Sanjay Sharma         | Dy. Director, Panchayati Raj Director, Bhopal, Madhya Pradesh        |
| 32           | Shri Maha Bir Pershad      | Director, RGPSA  |
| 33           | Shri Shashi Malik          | Director, MoPR   |
| 34           | Shri Debasis Pal           | Deputy Secretary, MoPR   |
| 35           | Shri Kumar Nityanand       | Under Secretary, RGPSA   |
| 36           | Smt. C.V.Sarada            | Under Secretary, Policy-II, MoPR                                     |
| 37           | Shri A.K. Mishra           | Under Secretary (PESA), MoPR   |
| 38           | Shri Puneet Sharma         | Under Secretary, MoPR  |
| 39           | Shri Dilip Kumar           | Section Officer, RGPSA   |

