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PROCEEDINGS OF THE INTERNAL MEETING OF BRANCH OFFICERS
HELD UNDER THE CHAIRMANSHIP OF SPECIAL SECRETARY-CUM-
DIRECTOR (RD) TO THE GOVT. OF HIMACHAL PRADESH.

An internal meeting of branch officers of RD/PR was held on 18-7-2009 regarding various issues/points discussed in the COS meeting dated-20th June,2009 in which the following were present:-

1. Sh. O.P.Kant,
Addl. Director-cum-Joint Secretary (RD) to the
Govt. of Himachal Pradesh.
2. Sh. Amar Jeet Singh,
Addl. Director-cum-Joint Secretary (RD) to the
Govt. of Himachal Pradesh.
3. Dr. Anand, SMS(AH)
RDD, Head Quarter, Shimla
4. Sh. Shamsheer Singh
Dy. Director(RD) Shimla.
5. Sh. B.D.Sharma,
Dy. Director(Stat.), Shimla.
6. Sh. Naresh Gupta,
Executive Engineer, RDD HQ, Shimla.
7. Sh. S.S.Thakur,
Dy. Controller(F&A), RDD, Shimla.
8. Smt. Chimya Angmo. Asstt. Director(NREGA)
9. Sh. Surinder Chauhan, SO
CD-I, RD HQ, Shimla
10. Section Officer, Audit, RD (HQ) Shimla
11. Sh. Rakesh, Computer operator, RD(H.Q) Shimla

At the outset the Special Secretary (RD) welcomed all the participants and thereafter discussed the following issues:-

1. Updating information in Section 4(b) of the RTI Act.

It was apprised to the chair that the information related to 17 points enumerated in section 4 (b) of the RTI Act has been uploaded on the web-site of the

Department and it was further decided that all the branch officers will immediately get the schemes and other information related to their branch updated in the website with the assistance of Sh. Rakesh Chauhan, Computer Operator.

2. Time frame for delivery of services to general public

The Department of Rural Development is implementing schemes sponsored by the Govt. of India for which there is already a time frame. However to ensure delivery of services to general public, the following time frame is reiterated:-

(I) NREGA:-

- (a) The Job card is to be issued within 15 days of the application filed for registration in the local Gram Panchayat.
- (b) The concerned Gram Panchayats will provide employment to the applicant within 15 days of application for work.
- (c) The worker will be paid the wages on weekly basis and not beyond a fortnight in any case.

For the implementation of NREGA, Director –cum- Spl. Secy (RD) has been designated as State Rural Employment Guarantee Commissioner (NREGA). At District Level Deputy Commissioner of the concerned District has been designated a District Programme Coordinator (NREGA) and at Block Level Block Development Officer of the concerned Block has been designated as Block Programme Officer (NREGA).

(II) IAY/ AAY:-

- (a) All the cases as per targets allotted by the Govt. of India and further allocated to the districts by the State shall be sanctioned in the 1st quarter of each financial year.
- (b) 1st installments of funds will be released to the beneficiaries within 15 days of the receipts of funds and second installments will be released within weeks after receipts of utilization certificate of 1st installment.

(III) SGSY:-

All loan cases shall be processed by the blocks within a week on receipts of the same from the beneficiaries.

(IV) MSBY:-

On receipts of cases from the DRDAs, the requirement of funds shall be placed within a week time with the Finance Department.

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(V)NFBS:- on receipt of cases from the DRDAs, the department of Social justice and Empowerment shall be requested to release the funds to the respective Deputy Commissioners.

(VI)TSC:- It is a wish of the Hon'ble Chief Minister of Himachal Pradesh to see the Pradesh as **Nirmal Himachal** by the year,2010.

(VII) Watershed: - Release of funds by the PIA within 15 days to the concerned Gram Panchayat after the receipt of funds from DRDA/ Govt. of India.

(VIII) Grievance Redressal:- as per provision contained under E-Samadhan, all grievances shall be redress within 30 days of the receipt of same.

(IX) NREGA
Complaints: To be disposed of within a week.

3. Annual targets for the Districts.

(I) NREGA: - It is a demand driven scheme, hence targets can not be given to the districts but the district shall be required to adhere to the estimation given in the Labour Budget.

(II)IAY:

Sr.No.	Name of the District	Target
1.	Bilaspur	349
2.	Chamba	857
3.	Hamirpur	394
4.	Kangra	1803
5.	Kinnaur	203
6.	Kullu	449
7.	L&Spiti	212
8.	Mandi	1095
9.	Shimla	612

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10	Sirmour	615
11.	Solan	767
12.	Una	856
Total		8212

(III)AAY:-

Sr.No.	Name of the District	Target
1.	Bilaspur	241
2.	Chamba	452
3.	Hamirpur	365
4.	Kangra	1214
5.	Kinnaur	104
6.	Kullu	325
7.	L&Spiti	65
8.	Mandi	755
9.	Shimla	579
10.	Sirmour	364
11.	Solan	336
12.	Una	375
Total		5175

(IV)SGSY:-

Sr.NO.	Name of District	Credit Mobilization Target(Rs.in lacs)	Target of No.of Swarozgaries to be assisted in SHGs and individual.	Target of No. of SHGs to be assisted.
1.	Bilaspur	236.26	563	48
2.	Chamba	632.22	1504	128
3.	Hamirpur	265.92	634	54
4.	Kangra	861.94	2055	175
5.	Kinnaur	38.48	94	8
6.	Kullu	153.54	364	31
7.	L&Spiti	32.70	82	7

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8.	Mandi	563.36	1339	114
9.	Shimla	431.76	1033	88
10.	Sirmour	186.64	446	38
11.	Solan	238.20	564	48
12.	Una	207.02	493	42
Total		3848.04	9171	781

4. Budget Assurances:- It was apprised by the Deputy Controller (F&A) that there are only 4 budget assurances of the year 2009-2010 and all the 4 assurances stands complied with and implemented.

5. High Court replies:- As per the instructions of the Government, the replies in the High Court on behalf of the department are already being filed at the AD level. However as decided in the COS meeting that wherever any implications on State Finances are involved in such cases the replies should be got vetted from the AD, a suitable instructions to the field functionaries was decided to be issued.

6. Improvement in Quality of Notes:- As observed in the COS meeting that the quality of notes on the files going to Hon'ble C.M. needs to be improved was brought to the notice of all concerned.

7. Inspection of Branches:- All the branch officers were asked to do the inspections of their respective branches regularly as per the formats circulated by the Department of Administrative Reforms.

8. Suo-Motu Reply of PAC Reports:- It was apprised by the Deputy Controller(F&A) that the Suo- Motu reply of CAG report for the year 2007-2008 and action taken report on PAC i.e.206th stands submitted to H.P. Vidhan Sabha as per the schedule prescribed by the Chief Secretary to the Govt. of H.P. So far replies of further action taken report of PAC are concerned, the same is being prepared for further submission to the Vidhan Sabha by 31st July,2009.

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

Sd/-
Director-cum-Spl. Secretary (RD)
to the Government of H.P.
Shimla-171009

Endst. No. RDD-II(B)15/11/09-12 Shimla *Dated* 3 Aug. 09
Copy forwarded to all the Branch Officers in Rural Development Department for further necessary action please.

g/c
Addl. Director-cum-Joint Secretary (RD)
to the Government of H.P.