



ABSTRACT

Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS) – Centrally Sponsored Scheme – Establishment of Social Audit Unit under MGNREGS – Approval of organizational pattern and to recruit the staff other than Additional Director, Joint Directors and Assistant Director from the open market through Manpower Agencies – Orders issued.

Rural Development and Panchayat Raj (CGS.1) Department.

G.O. (Ms) No. 64

Dated: 27.07.2012.

Read:

1. Minister of Rural Development, Government of India, New Delhi D.O.No.62/MIP /OG/M(RD), Dated 17.11.2011.
2. Commissioner of Rural Development and Panchayat Raj Letter No.52895/2011/NREGS 2-1 Dated 29.12.2011.

ORDER:

In the D.O. letter first read above, the Hon'ble Minister of Rural Development, Government of India has stated that in the meeting held on 8.11.2011 with State Government officials to review the action taken to establish the Social Audit mechanism, it was agreed among others, to establish an independent organization under the auspices of the State Rural Development Department to facilitate conduct of social audit under Mahatma Gandhi National Rural Employment Guarantee Scheme.

2. In the letter second read above, the Commissioner of Rural Development and Panchayat Raj has stated that Mahatma Gandhi National Rural Employment Guarantee Act, 2005 envisages regular conduct of Social Audit by Gram Sabha (Para 17.1) by a Social Audit Committee (Para 13(b) of Schedule I). Ministry of Rural Development, Government of India, in consultation with Comptroller and Auditor General of India notified the "Mahatma Gandhi National Rural Employment Guarantee Audit of Scheme Rules 2011" on 30.6.2011.

- As per para 4(1) the MGNREG Audit of Scheme Rules 2011, the State Government shall identify or establish, under the Act, an independent organization as Social Audit Unit to facilitate conduct of Social Audit by Gram Sabhas.

- In para 4(2) duties for the Social Audit unit has been fixed which includes identification of suitable resource persons, Capacity Building / Training of resource persons preparing Social Audit formats, resource materials, guidelines and manuals and facilitating support conduct of Social Audit.

3. The Commissioner of Rural Development and Panchayat Raj has further stated that a Society has to be formed to establish an independent organization and it should be registered. The suggested organization structure for this Society is as follows:

Level	Proposed Posts	No.
State Level	Director	1
	Joint Director	2
	Assistant Director	1
	Social Audit Specialist	1
	State Team Monitors	5
	Supporting Staff	6
District Level	District Resource Persons (Based on No. of Village Panchayats)	63
	Supporting Staff (2 per District)	62
Block Level	Block Resource Persons (One per 10 Village Panchayats)	1235
Village Panchayat Level	Village Panchayat Resource Persons (5 per Village Panchayat)	62620

For this organization pattern, One Additional Director of Rural Development from Rural Development and Panchayat Raj Department may be nominated as Director of Social Audit. Likewise the two Joint Directors (One at State Head quarters and one at Madurai) and one Assistant Director may also be posted from the Rural Development and Panchayat Raj Department. Other than the above administrative post, Social Audit Specialists, State Team Monitors, Resource Persons and Supporting Staff may be recruited in the open market with prescribed qualifications. With regard to Additional Director, Joint Directors and Assistant Director there is no necessity to propose new sanction of post. Since, the Tsunami Project Implementation Unit of Rural Development and Panchayat Raj Department closes on 31.12.2011, the post of Additional Director, Joint Director, Assistant Director, who are to be surrendered may be accommodated in these posts.

4. The Commissioner of Rural Development and Panchayat Raj has sent the Duties and responsibilities of State Social Audit Unit as follows:

I. State Level - Directorate of Social Audit

1. Director of Social Audit

- Overall responsibility for the conduct of social audit in all Village Panchayat in the State.
- Convening the Executive Committee and General Body Meeting of Social Audit Unit.
- Responsible for placing the Social Audit Report under MGNREGS in the Legislative Assembly
- Responsible for uploading the Social Audit Findings into the website or public domain.

2. Assistant Director

- To assist the Director of Social Audit in fulfilling his responsibilities apart from carrying out the day-to-day administration of the Directorate of Social Audit.

3. Social Audit Specialist

- Framing the Social Audit Formats
- Training Manual for Social Audit Committee/Resource Persons
- Co-ordinating with the State Team Monitors for the smooth conduct of Social Audit
- Preparation of Appraisal Report on Social Audit, whenever required
- Revision of Formats, Methods, etc., based on the appraisal of Social Audit
- Framing Guidelines for public hearing, follow-up action on social audit findings, etc.,

4. State Team Monitors

- Assisting Social Audit Specialists in framing the Social Audit Formats, Training Manual, preparing Appraisal Report, Guidelines for Public Hearing, etc.,
- Monitoring the conduct of Social Audit.
- Providing Feedback and mid-course correction to be made.

5. Supporting Staff

- To assist the Assistant Director in carrying out the day-to-day office administration.

II. State Level - Office of Joint Directors of Social Audit

1. Joint Directors of Social Audit

Spatial distribution of works will be ensured for the two Joint Directors. Each Joint Director has to perform the following duties :

- Assisting the Director of Social Audit in programming the conduct of Social Audit in all Village Panchayats at regular intervals of 6 months.
- Facilitating the Social Audit Committee for the smooth conduct of Social Audit in each Village Panchayat.
- Providing prior intimation about the Schedule of Social Audit for each of the Village Panchayat, Schedule of Public Hearing, etc.,
- Follow up the details on action taken on the findings of Social Audit including recovery orders.
- Initiating and follow-up of criminal case against the Panchayat Raj Institutions and Officials who indulged in misappropriation.
- Follow-up of Court Case, if any.

2. Supporting Staff

- To assist the Joint Director in carrying out the day-to-day office administration.

III. District Level

1. District Resource Persons

- Planning, programming the Social Audit Calendar for the Districts.
- Co-ordinating with District Programme Co-ordinators, Joint Programme Co-ordinators and Block Programme Co-ordinators for smooth conduct of Social Audit.

2. Block Resource Persons

- Facilitating the Gram Panchayat Resource Persons in conducting the Social Audit.
- Communicating the Schedule of Social Audit to the Village Panchayats.
- Informing the implementing agencies, i.e., Village Panchayats, Block Panchayats about the Social Audit, Public Hearing, etc.,

3. Gram Panchayat Resource Persons

- Actual conduct of Social Audit should be done by the Gram Panchayat Resource Persons.

- All the records pertaining to Mahatma Gandhi National Rural Employment Guarantee Scheme implementation should thoroughly be verified by the Committee within the stipulated time.
- Findings should be categorically reported in the format prescribed.

5. The Commissioner of Rural Development and Panchayat Raj has also sent the cost of expenditure for the proposed structural pattern for the society as stated in para 3 above and the expected expenditure for the remaining 3 months of 2011-12 and for the year 2012-13 as follows:

MGNREGS – SOCIAL AUDIT

A. SUGGESTED ORGANISATION STRUCTURE STATE / DISTRICT / BLOCK LEVEL

Sl. No	Proposed Post	Mode of Recruitment	No. of Posts	Proposed Salary Structure	Salary per month (Rs. in lakhs)	Total Salary per ye (Rs.in lakhs)
1	2	3	4	5	6	7
1.	Director	One Additional Director of R.D & P.R., Post may be sanctioned and posted.	1	Rs.37400-67000+8800 Grade Pay	0.85	10.20
2.	Joint Director	One Joint Director of R.D.&P.R., Post may be sanctioned and posted.	2	Rs.15600-39100+7600 Grade Pay	0.96	11.52
3.	Assistant Director	One Assistant Director of R.D & P.R., Post may be sanctioned and posted.	1	Rs.15600-39100+5400 Grade Pay	0.40	4.8
4.	Social Audit Specialist	Eminent Social Work experienced in Civil Society Organization with atleast 15 years can be recruited.	1	Consolidated Pay of Rs.25,000/- per month	0.25	3.00

5.	State Team Monitors	Post Graduate with minimum 8-10 years grassroot experience with Civil Society Organisation may be appointed.	5	Consolidated Pay of Rs.20,000/- per month	1.00	12.00
6.	District Resource Persons	Graduate with minimum 5-8 years grassroot experience with Civil Society Organisation may be appointed.	1 per District for Perambalur, Ariyalur, Karur, Theni Districts 3 per District for Villupuram, Cuddalore, Tiruvanna malai, Kancheepuram, Vellore Districts 2 per other 22 Districts Total No. of Post: 44	Consolidated Pay of Rs.15000/- per month	9.45	113.4
7.	Block Resource Persons	Inter/Graduate with minimum 5-8 years grass root experience with Civil Society Organisation may be appointed.	1 per 10 Village Panchayats (1235 Nos.)	Consolidated Pay of Rs.10,000/- per month	123.50	1482.0
8.	Gram Panchayat Resource Persons	From among labourers (must be literate) may be appointed.	5 per Village Panchayats (62620 Nos.)	(MGNREGA Minimum Wage per day)	-	372.60
9.	Supporting Staff a) at Directorate of Social Audit (State level) – 2 at O/o. the Joint Directors-4	Graduate preferably B.C.A./ B.Sc (Computer Science) or any Degree with P.G.D.C.A., and with minimum 2-5 years experience may be appointed.	6	Consolidated Pay of Rs.25,000/- per month	1.50	18.00

	b) District level	Graduate preferably B.C.A./ B.Sc (Computer Science) or any Degree with P.G.D.C.A., and with minimum 1-2 years experience may be appointed.	2 per District	Consolidated Pay of Rs.10,000/- per month	6.20	74.40
Total					175.16	2101.9

(Rupees Two thousand one hundred and one lakh and Ninety two thousands only)

B. Budget of Social Audit Unit for 2011-12 (for three months)

Sl. No.	Proposed Post	No. of Posts	Salary per month (Rs.in lakhs)	Total Salary for three months (Jan 2012 to March 2012) (Rs.in lakhs)
State level				
1	Additional Director	1	0.85	2.55
2	Joint Director	2	0.96	2.88
3	Assistant Director	1	0.40	1.20
4	Social Audit Specialist	1	0.25	0.75
5	State Team Monitors	5	1.00	3.00
6	Supporting Staff	6	1.50	4.50
District level				
7	District Resource Person	63	9.45	28.35
8	Supporting Staff	62	6.20	18.60
Block level				
9	Block Resource Person	1235	123.5	370.50
10	Supporting Staff	68	7.70	23.10

Training				
11	State level	1	-	2.00
12	District level	31	-	31.00
13	Village level	1250	-	125.00
Other items				
14	Furniture, Stationary, Visit and transport and other contingencies	-	-	12.50
Total				602.83

(Rupees Six hundred and two lakhs and Eighty three thousand only)

C. Annual Budget of Social Audit Unit 2012-13

Sl. No.	Proposed Post	No. of Posts	Salary per month (Rs.in lakhs)	Total Salary per year (Rs.in lakhs)
State level				
1	Additional Director	1	0.85	10.20
2	Joint Director	2	0.96	11.52
3	Assistant Director	1	0.40	4.80
4	Social Audit Specialist	1	0.25	3.00
5	State Team Monitors	5	1.00	12.00
6	Supporting Staff	6	1.50	18.00
District level				
7	District Resource Person	63	9.45	113.40
8	Supporting Staff	62	6.20	74.40
Block level				
9	Block Resource Person	1235	123.5	1482.00

10	Village Panchayat Resource Persons	62620	31.05	372.60
Other items				
11	Furniture, Stationary, Visit and transport and other contingencies	-	-	50.00
Total			175.16	2151.92

(Rupees Two thousand one hundred and fifty one lakh and Ninety two thousands only)

6. The Commissioner of Rural Development and Panchayat Raj has further stated that the approved Labour Budget for the year 2011-12 is Rs. 3572.00 Crores. The Government of India have admitted 6% (borne exclusively by Government of India) of the Labour Budget as administrative expenditure. Hence, administrative expenditure admissible for the year is Rs. 214.32 Crores. Rs.60.62 Crores have been incurred as administrative expenditure till the month of November 2011. The proposed expenditure of the State Social Audit Unit for 3 months for the year 2011-12 is Rs.6.03 Crores will be met out from the 6% administrative cost of the Mahatma Gandhi National Rural Employment Guarantee Scheme fund. Likewise, the tentative Labour Budget for the year 2012-13 is Rs. 4000.00 Crores of which 6% administrative cost will be worked out to Rs.240.00 Crores. The required Budget for Social Audit Unit for the year 2012-13 is **Rs.21.52 Crores is 0.54%** of the total tentative Labour Budget.

7. The Commissioner of Rural Development and Panchayat Raj has therefore requested the orders of the Government to establish an independent organization "Social Audit Unit", which can be registered under Societies Registration Act and also requested the Government to approve the proposed organizational pattern and to recruit the staff other than Additional Director, Joint Directors and Assistant Director from the open market through Manpower Agencies.

8. The Government after careful examination of the proposal of the Commissioner of Rural Development and Panchayat Raj and direct that an independent organization 'Social Audit Unit' be established and registered under Societies Registration Act. The Government approve the composition of Social Audit Unit and the details of number of posts and salary are as follows:

I. State Level

Sl.No.	Name of the Post	Total No. of Post	Salary
1.	Director in the rank of Additional Director	1	-
2.	Joint Director	2	-
3.	Assistant Director	1	-
4.	Social Audit Specialist	1	Rs. 40,000/- per month
5.	State Level Monitor	4	Rs.20,000/- per month
6.	Supporting Staff	4	Rs.15,000/- per month

II. District Level

Sl. No.	Name of the Post	Total No. of Post	Salary
1.	District Resource person	44	Rs.12,000/-+Rs.1,500/- F.T.A.,+Phone (Per month)
2.	District Supporting Staff	31	Rs.12,000/- (Per month)
3.	Block Resource person (on an average 2 per Block)	770	Rs.8,000/-+Rs.1,500/- F.T.A.,+Phone (Per month)
4.	Village Level Resource person	62620 (5 persons per Panchayat)	At MGNREGA wages for 5 days per year + T.A.,+D.A., of actual bus fare

9. The Government also direct as follows:

- (a) the staff other than Additional Director, Joint Directors and Assistant Director should be recruited from the open market through manpower agencies.
- (b) the administrative expenses should not be exceed 6% of the annual cost of implementing the Mahatma Gandhi National Rural Employment Guarantee Scheme

10. This order issues with the concurrence of Finance Department vide its U.O.No.40659/CMPC/2012, dated 16.07.2012.

(BY ORDER OF THE GOVERNOR)

N.S. PALANIAPPAN,
PRINCIPAL SECRETARY TO GOVERNMENT.

To
The Commissioner of Rural Development and Panchayat Raj, Chennai – 15.
All District Collectors (except Chennai),
(Through the CRD & PR, Chennai – 15).
All Project Directors, District Rural Development Agencies,
(Through the CRD & PR, Chennai – 15)

Copy to:

The Secretary,
Ministry of Rural Development,
Department of Rural Development,
Government of India, Krishi Bhavan,
New Delhi – 110 114.
Hon'ble Chief Minister's office, Chennai – 9.
The Accountant General, Chennai-6/18/35.
The Director of Treasuries and Accounts, Chennai-15.
The Director of Local Fund Audit, Chennai-108.
The Special Personal Assistant to Hon'ble Minister (Finance),
Chennai – 9.
The Special Personal Assistant to Hon'ble Minister (MA & RD),
Chennai – 9.
The Private Secretary to Chief Secretary, Chennai – 9.
Finance (RD/CMPC) Department, Chennai – 9.
The Private Secretary to Principal Secretary to Government,
Rural Development and Panchayat Raj Department, Chennai – 9.
Stock File / Spare copy.

//Forwarded by order//

K. Saravanan
SECTION OFFICER.
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