

Ministry of Panchayati Raj
(DPE Division)

**Minutes of the Meeting of the Central Executive Committee (CEC) of Rajiv Gandhi
Panchayat Sashaktikaran Abhiyan (RGPSA) held on 31.07.2013 in Hall No. 3,
Vigyan Bhawan, New Delhi**

A meeting of the Central Executive Committee (CEC) of the Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) was held under the chairpersonship of Smt. L. M. Vas, Secretary, Ministry of Panchayati Raj at 10:00 A. M. on 31.07.2013 in Hall No. 3, Vigyan Bhawan, New Delhi. The list of the participants is at **Annex I**.

2. At the outset, the Chairperson welcomed the members to the meeting. The Plans of Kerala, Arunachal Pradesh, Maharashtra, Jharkhand and Uttarakhand were discussed. The following were the general issues emerging from the discussion:

- (i) Secretary (PR) advised all State representatives to create a window on their website on best practices by Panchayats. She also observed that States should respond promptly when MoPR ask for nomination for awards on various subjects from time to time.
- (ii) Dr. Meenakshi Sundaram stated that Gram Sabha / Ward Sabhas are not doing well in Kerala, therefore, Gram Sabha needs to be strengthened there. He also suggested that the Green Kerala Express should be revived.
- (iii) Joint Secretary RGPSA stressed the need for setting goals on the performance conditions.
- (iv) Joint Secretary (e-Panchayat, MoPR) advised all State representatives to reconcile the basic data on Panchayats in Local Government Directory. He also requested States to a) identify services that can be delivered electronically by Panchayats b) share this list with the Ministry and NIC and c) configure the service delivery process in ServicePlus. Besides, under the CB&T component of the State Plan the following activities may be considered:-
 - a) Translation of Computer Based Tutorials (CBTs), User Manuals, FAQs, etc of PES Application in local language
 - b) Provision of training on PES Application (to meet costs associated with TA/DA of trainees, training venue, etc)
 - c) Provision for Basic Computer Course (BCC) training to elected members and functionaries (to meet costs related to TA/DA of trainees, etc).
- (v) The representative from Department of Drinking Water and Sanitation (D/o DWS) informed the CEC that D/o DWS provided funds to States for liquid and Solid Waste Management in Panchayats. Secretary (PR) directed that guidelines for the same may be obtained and shared with State Panchayati Raj Departments.

- (vi) The representative from Ministry of Health & Family Welfare informed that the M/o Health & Family Welfare was stressing on training of Panchayats in health related issues. The CEC members urged that an appropriate role for Panchayats should be built into the National Rural Health Mission Guidelines.
 - (vii) Secretary Kerala informed that the State is evolving a broad strategy for strengthening Panchayats and an assessment of the same would be made over five years. He was requested to share the details with MoPR.
 - (viii) States were advised that hiring of all manpower should be transparent and appropriate qualifications should be prescribed and adhered to.
4. The decisions of the CEC on the specific proposals of each State are at **Annex - II**.
 5. The meeting ended with a vote of thanks to the chair.

A. Perspective Plan and Annual Plan 2013-14 of Kerala

Decision on Performance Parameters

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.	<p>Policy framework is already in place. Every GP has on an average 10-15 own staff other than the transferred staff from line departments. Recently Govt. has posted full -time accountants to PRIs. Govt. will complete the in-service training to the newly posted accountants and clerical staffs.</p> <p>The issues arising out of dual control faced by transferred officials will be studied and placed before state level Co-ordination committee.</p> <p>The state will update the progress under this indicator with the Ministry of Panchayati Raj.</p>	Accepted.
2	Strengthening the financial base of Panchayats by assigning appropriate taxes, fees, etc.	<p>The GPs are empowered to collect own revenue; tax and fees like Property Tax, Professional Tax, Entertainment Tax, Advertisement Tax and Service Tax, License Fees, Permit Fees, Registration Fees, Rent of Land and Buildings, Sale of Sand and Market/Bus stand. However several GPs face difficulties in own revenue generation. 90 GPs are identified as having inadequate revenue base. At least 10% of the low revenue base Panchayats will be facilitated for increasing the revenue base through capacity building and other handholding support.</p>	Accepted.

3.	Provision of untied funds to Panchayats and timely release of SFC and Central Finance Commission (CFC) grants.	As per the recommendation of the State Finance Commission, Funds are devolved to Gram Panchayats from the State Budget under the category viz: Development Fund (Plan allocation for local development), Maintenance Fund for Road Assets, maintenance Fund for Non Road Assets and General purpose fund for Traditional function. Near 1/3 of the fund is already devolved to PRIs as untied fund based on a formula. SFC and CFC grants are also released on time. State will document the existing best practices in effective fund utilisation. Such practices will be shared with the Ministry of Panchayati Raj.	Accepted. State may share the best practices on this issue with this Ministry by end of this financial year.
4	Ensuring devolution of funds, functions and functionaries.	<p>Activity mapping was done. Exercise will be done to update the Activity mapping. Inter-departmental consultative workshops will be conducted for this purpose.</p> <p>Joint training of elected representatives and officials will be conducted to enhance the interface.</p> <p>The department level training institution network and interface will be made.</p>	The goal was accepted and State was advised to share this with Ministry of Panchayati Raj.
5	Preparing and operationalizing a framework for bottom-up grassroots planning and convergence through the DPC.	The delay in submission of plans and entry in database will be properly addressed. 50% of the PRIs will be equipped to start project implementation on 1st April 2014 DPC guidelines will be updated and will be shared with the Ministry of Panchayati Raj. DPC secretariat will be strengthened. At least 1/3 of them initiate plans for own building.	Accepted.

6	Ensuring free and fair elections, and making the SEC autonomous.	Training on Election procedures and PRI legal prudence will be given to President and Secretaries of PRIs. Voter's awareness programmes will be conducted on fair election process stage by stage. Initiation of EVMs in bye-elections.	Accepted.
7	Strengthening the institutional structure for capacity building of Panchayats, selecting suitable partners for capacity building, and improving outreach and quality of capacity building.	<p>Action plan for strengthening KILA, SIRD, Panchayat Directorate, ETCs and district level training network agencies will be evolved.</p> <p>Training Needs Assessments and Training evaluation will be taken up on a concurrent basis.</p> <p>Capacity Building will focus on revenue generation and service delivery. Peer-led approach will be promoted among the local governments showing excellence in selected themes.</p> <p>Joint meeting of departmental level training institutions will be convened and effective network plan will be made.</p> <p>25 Block level Resource Centres will be Initiated.</p> <p>Introducing IQM (ISO certified GPs) (one in every district)</p>	Accepted. Ministry of Panchayati Raj to be informed about the progress after closing of the year.
8	Putting in place a system of performance assessment of Panchayats.	<p>A system of performance assessment and incentive system (Swaraj Trophy) is in place. Performance Audit wing is in place for giving concurrent support for PRIs.</p> <p>Performance Audit Manual will be developed and Performance Audit wing will be</p>	Accepted

		strengthened. Handholding support for “on watch” Panchayat is not in place. This will be Initiated	
9	Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas	<p>The Kerala Panchayat Raj Act gives gram sabha as the basic planning unit. Gram sabhas of Kerala are convened on ward wise. Training for Gram sabha members was organised to further revamp Gram sabha. Following actions will be taken to strengthen Grama Sabha.</p> <p>Twelfth Plan guideline envisages setting up Gram Sabha offices into revitalise Gram Sabhas. Gram Sabha office rule will be finalised and issued. Training will be given for Gram Sabha members (100-125 from each ward) on some of the emerging issues of Kerala like ‘water and sanitation Special Grama Sabha of women, children, aged and disabled are being convened by several Panchayats. Operational Manual for convening Special Grama Sabha will be drafted.</p>	Promotion of Mahila Sabha before Gram Sabha meeting may be set as a target for this year.
10	Institutionalizing accountability processes such as voluntary disclosure of information and social audit.	Accountability Systems like standing Committees, local fund audit, performance audit are in place. The Social Audit Manual, now under preparation, will be piloted and operationalized during 2014-15. Double entry accounting is in force in 99% of GPs. This will be introduced in 100% of GPs.	Accepted.
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	<p>Training on on-line Panchayat Accounts will be completed</p> <p>Plan - budget integration will be completed Double entry accounting will be in force in 100%</p>	Accepted.

	disclosure of budget and accounts by Panchayats.	of GPs with online platform. Plan, Budget and Accounts Rules will be Formulated	
12	Ensuring compliance of State laws and rules with PESA.	Not Applicable	Not Applicable

Decision of Central Executive Committee (CEC) on activities proposed in Annual Plan 2013-14 :

State: Kerala

SL. No.	Activity Head	Proposal of State	Decision of the CEC
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>The State has proposed Rs. 201 lakhs for repair, office maintenance, construction of barrier free access, ramp and toilet construction, drinking water etc. for existing 67 GP @ Rs. 3 lakhs per GP building.</p> <p>The fund proposed under the head maintenance includes the repair and renovation works in the existing building such as painting; changing the roofing structure of the office, extension of water supply etc. Panchayats will modernize seating arrangements like cabin facilities to the staff and for proper file management. In those Panchayats, where the front office facilities needs improvement, the fund will be used for electrification, computer networking, painting, latrine facilities etc.</p>	<p>The proposal was approved for maximum @ Rs. 3 lakh per GP, subject to condition that this will not be utilized for maintenance of GPs. State will also be required to send some 5-6 items of work along with unit costs which will be done in each Panchayat. The list of GPs where these are to undertaken will also be shared with the Ministry.</p>
3	Capacity Building and Training		
a	Training programme	<p>For capacity building and training, the State has proposed Rs. 32.65 Cr. in total for following 13 major areas:</p> <p>(i) Training of Participatory Planning and Development - Rs. 123 lakh</p> <p>(ii) Training of Panchayat Administration - Rs. 169.54 lakh</p> <p>(iii) Panchayati Raj Jurisprudence - Rs. 21.74 lakhs</p> <p>(iv) Finance Management - Rs. 78.48 lakhs</p> <p>(v) Training of MGNREGS - Rs.</p>	<p>The proposal was approved. As implementation begins, State was advised to send the calendar of training to Ministry of Panchayati Raj and also consider holding of training programs on PES Applications.</p>

		<p>117 lakhs</p> <p>(vi) E-Governance - Rs. 40.5 lakhs</p> <p>(vii) ISO 9001:2008 through TQM - Rs. 29.4 lakh</p> <p>(viii) Gender & Development - Rs. 9.36 lakh</p> <p>(ix) Gram Sabha for deepening local democracy - Rs. 2499.7 lakhs or 24.9 Cr</p> <p>(x) Strengthening of Local Government Associations Rs. 33.3 lakhs</p> <p>(xi) Faculty Development Programme - Rs. 28.1 lakhs</p> <p>(xii) Help Desk System - Rs. 40.80 lakhs</p> <p>(xiii) Continues Decentralized Training through DDPs Monthly Meetings - Rs. 12.4 lakhs</p> <p>Sub Total = Sum of (i) to (xiii) = Rs.3203.32 lakhs or Rs. 32.00 Cr. approx.</p> <p>State further informed that, Enhancing public participation in governance by strengthening Grama Sabha is one of the focus areas specified under 12th five year plan guideline as Grama Panchayat face crucial issues due lack of public participation. This has been highlighted under item 9 on the Information regarding Performance Parameters in 2013-14 of RGPSA-Kerala proposal. The training is intended to cover 10 to 15% of the voters of Kerala's villages. Kerala has 16680 Grama Sabhas. 120 to 150 members at each ward will be trained. The proposed Grama Sabha training will be completed within 6 months period from September 2013. Strategies and process to be adopted in the training is given below:</p> <p>i. <u>Training to Master Trainers:</u> This will be done at central level at KILA. 760 master trainers will be trained at an average of 5 master trainers from each Block. (152 Block</p>	
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		<p>Panchayats x 5 master trainers)</p> <p>ii. <u>Training to Master Facilitators</u>: 16680 Master Facilitators will be trained at an average of 1 from each ward(16680 x one) at Block level.</p> <p>iii. <u>Training to Panchayat level Facilitators</u>: 1,66,800 Panchayat Level Facilitators will be trained at Panchayat level at an average of ten from each Grama Sabha/ward.</p> <p>iv. <u>Training for Grama Sabha Members</u>: Near 22 Lakhs Grama Sabha Members will be trained at ward level at an average of 120- 150 members from each Grama Sabha. The near 2 lakhs trainers to be trained will be real social capital for revamping grama sabha of Kerala. The entire process will be documented and submitted to Ministry of Panchayati Raj for wider application.</p> <p>Kerala is not proposing several other components mentioned under RGPSSA like Building, staff support etc. Support of MoPR may be extended to fill existing gaps like lack of public participation.</p> <p>B) Under the leadership of KILA, training programmes will be carried out these activities on a time bound manner by following decentralised training systems with the support of District level implementing institutions.</p>	
b	Training Needs Assessment (TNA)	State has proposed Rs. 5 lakhs under this component.	The proposal was approved.
c	Development of Training Modules	State has proposed Rs. 5 lakhs under this component.	
d	Development of Training Material including film and electronic material	State has proposed Rs. 10 lakhs under this component.	
e	Exposure visits within State	State has proposed Rs. 22.5 lakhs under this component	

f	Exposure visits outside State	State has proposed Rs. 15 lakhs under this component	
g	Evaluation of training	State has proposed Rs. 5 lakhs under this component.	
4	Institutional Structure		
a	Additional Building and Equipment	No additional building proposed	No funds asked for.
b	Recurring cost on additional Faculty and maintenance	The State has asked for Rs. 10.80 lakhs for four professionals for KILA at State level. The two additional professionals proposed are in Assistant Professor level and two are Training Associates. These will be engaged on contract basis @ Rs. 40,000 per month and Rs. 20,000 per month respectively. Cost has been estimated for 09 months.	The proposal was approved, provided this would be combined with 13 (iii) and 13 (iv) and be kept within RGPISA cost norms.
c	Construction of Building of new DPRCs and provision of basic equipment	Not proposed	No funds asked for
d	Upgradation of ETCs / District Institute of Panchayati Raj	Not proposed	No funds asked for
e	Recurring cost on additional faculty and maintenance of DPRC	Not proposed	No funds asked for
5	Distance learning Facility through SATCOM or IP based technology	State has proposed Rs. 500 lakh under this component.	The proposal was approved
6	Intermediate / Block level Resource Centre (BLRCs)	State has proposed for Rs. 250 lakhs for setting of 25 no. of BRCs @ Rs. 10 lakhs per BRC.	Not approved for 2013-14. The State need to develop a revised plan for BLRC and then come with plan in next year.
7	e-enablement of Panchayats Panchayat	NIL. Govt. of Kerala will make detailed analysis on the future demands in the e-governance front and will submit proposal in subsequent years.	No funds asked for.
8	Panchayat processes for Panchayats with inadequate resource	Total cost proposed by State is Rs. 45.00 lakh for 90 GPs @ Rs. 50,000 per GP. 90 GPs are identified to give	The proposal was approved but no funds may be used for paying

	base	<p>support under this component. These GPs have been identified as low revenue base due to their size and geographical location.</p> <p>Criteria for identifying GPs for gap funding (low revenue GPs) is given below:</p> <p>i. Panchayats having less revenue collection(low own fund)</p> <p>ii. Panchayats with inadequate fund to pay the salary and other allowances to the staff and honorarium and other allowances to the elected members</p> <p>iii. Panchayats with insufficient fund to carry out the traditional functions of the Panchayats such as street light maintenance, conservation and maintenance of water sources, construction and maintenance of public latrines, waiting sheds, parking places etc</p> <p>iv. Panchayat with insufficient funds to pay the dues to Kerala Water Authority, to refund security deposit, earnest money deposit etc.</p>	the dues of any State Government Organization such as the Kerala Water Authority (KWA).
9	Special support for Panchayats in PESA areas		
a	Gram Sabha Mobilizer	NA	NA
b	District & block level PESA Coordinator	NA	NA
c	Gram SABha Orientation	NA	NA
d	Contracting NGOs for regular hand holding	NA	NA
10	Strengthening of State Election Commission (SEC)		
	a)Purchase of EVM	The State has proposed a budget of Rs. 1.5 Crore for purchasing 940 EVMs	This was discussed at length and it was approved with a direction

			that State will use maximum of Rs. 1 crore.
b)	Process Development & Purchase of Hardware	The State has proposed an amount of Rs. 50 lakhs for purchasing hardware and accessories for 1209 LSGs to develop and maintain permanent data base for all electoral rolls.	Not approved
11	Innovation	The State has proposed Rs. 199.28 lakhs . Two set of activities will be undertaken as part of innovative activities (i) Interface for local development - MLAs and PRIs development interface (50 assembly constituency X 3 no of workshops X Rs. 1 lakh per workshop = Rs. 150 lakhs) + Preparation of Assembly constituency wise development report (Rs. 50,000 X 50 no. of constituencies= Rs. 25 lakhs) → Rs. 175 lakhs (ii) ISO Certification for Gram Panchayats (TQM) [Rs. 1,50,000 X 14 no. of GPs =21] +[Training of Panchayat level core team : 10 no of members X 14 GPs X 3 days X Rs. 780 per day = 3.28] → Rs. 24.28 lakhs Total is sum of (i) to (ii) = Rs. 199.28 lakhs	It was felt that the proposal is not innovative in nature. The State was advised to develop a revised plan and then come in next year.
			This was approved.
12	IEC activities	Total amount proposed for IEC is Rs. 46.00 lakh through (i) TV Programs - Rs. 16 lakhs (ii) Radio School Panchayat Program - Rs. 10 lakhs (iii) Documentation of good practices through video films and newsletter - Rs. 10 lakhs (iv) Production of video films - Rs. 10 lakhs Total = sum of (i) to (iv) = Rs. 46 lakhs	The proposal was accepted, however, it will be restricted to 1% of the approved plan.
13	Programme Management	The state has proposed Rs. 230.2 lakhs for PMU within 5% of budget as following Management Units: (i) State level (1 TL, 3 Specialists,	The proposal was accepted subject to ceiling of 5% of the approved plan. The State was also advised to

		<p>1 computer programmer, 1 clerical assistant, 1 O/A, travel field cost , office maintenance)- Rs. 29.66 lakhs</p> <p>(ii) District Level (2 Specialist per district i.e. 14 , 1 Clerical Assistant per district) - Rs. 147.42 lakhs</p> <p>(iii) KILA (2 Specialists, 1 clerical assistant, 1 O/A, travel field cost , office maintenance) - Rs. 13.11 lakhs</p> <p>(iv) SIRD (2 Specialists, 1 clerical assistant, 1 O/A, travel field cost , office maintenance)- Rs. 12.03 lakhs</p> <p>(v) Planning and Monitoring Activities - Rs. 28 lakhs</p> <p>Total = Sum of (i) to (v) = Rs. 230.2 lakhs</p>	<p>take activities proposed under point 4 (b) on previous column under CB &T component. As professionals in KILA are already approved, and recurring cost combining 4 (b), 13 (iii) and 13 (iv) within cost norms were approved.</p>
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B. Perspective Plan and Annual Plan 2013-14 of Arunachal Pradesh

Regarding the activities undertaken during 2012-13, the State may send progress report and utilization certificates.

Decision on Performance Parameters

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.	<p>Keeping in view of the necessity of the inaccessible terrain areas and geographically scattered population, the State Executive Committee has approved the following posts under RGPSA:</p> <ul style="list-style-type: none"> I. Panchayat IT Assistants of 428 numbers @ ₹8000/- per month for GP Level. II. Panchayat Accounts Assistants of 214 numbers @ ₹8000/- per month for GP level III. Panchayat Technical Assistant of 354 numbers @ ₹15000/- per month at Anchal Block level <p>The corresponding figure is derived with calculation of rural population of the State. For each Anchal/ Block, two numbers of Technical Assistants shall be recruited each for total 177Nos of Anchal Blocks at the salary of ₹15000 per month</p>	The State has already proposed to provide manpower at the GP level. Approved, in principle, provided the State undertakes appropriate devolution.

2	Strengthening the financial base of Panchayats by assigning appropriate taxes, fees, etc.	It is the matter being pursued. But collection of the taxes shall be suitably taken care of. State further informed that the expert Committee on “ Devolution of Power Process ” are working for adopting a workable model for collection of taxes. Latest by August 2013 they are supposed to submit the report to the Department as well as State Finance Commission for further incorporation in their recommendation.	
3.	Provision of untied funds to Panchayats and timely release of SFC and Central Finance Commission (CFC) grants.	State has intimated that it is going on. They have informed that:_ I. The basic grants under 13 th Finance Commission grants are directly being released to the Panchayats. II. The State Government earlier released untied funds of ₹10 crores for the development of Gram Panchayat multipurpose cultural grounds for each & every Panchayat @ ₹53000/- for each Panchayat III. The State Government also released for the construction of Zilla Parishad Office/Bhawan @ ₹1 crore each of which 10 numbers of ZP office is being constructed and the remaining 7 numbers shall be taken up in current financial year	CEC advised that State may complete the process of acceptance of the Report of the Expert Committee within 3 months. Thereafter timeline for its implementation be framed. States needs to devolve at least some untied funds to Panchayats.
4	Ensuring devolution of funds, functions and functionaries.	The State Plan states that the Activity Mapping exercise has been carried out in Oct 2008, but no progress has been made thereafter. The expert committee is working on this area and revised activity mapping will be notified. They further added that the report of the Second State Finance commission is awaiting. After obtaining the reports the same shall be taken up with State Government.	
5	Preparing and operationalizing a framework for bottom-up grassroots	GP Planning guideline is in preparatory stage. They further intimated that the task shall be completed latest by	BRGF has a detailed guideline for planning; State was advised by CEC

	planning and convergence through the DPC.	September 2013.	to adopt that in non-BRGF districts also.
6	Ensuring free and fair elections, and making the SEC autonomous.	The SEC is an autonomous body and successfully conducted elections three times in 2003, 2008 & 2013 recently. The matter shall be taken with State Election Commission for campaigning on better election process and awareness building among the voters.	This was accepted.
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"> • Opening of exclusive DPRCs (2 in nos) are the thrust areas for strengthening of institutional structure in partnership with DIETs & Admin • Recruitments of faculties/research assistants/staff etc. for SPRC/DPRC 	This was accepted.
8	Putting in place a system of performance assessment of Panchayats.	An independent evaluation system under process. The Lohit District of Arunachal Pradesh has been identified as Pilot District for "ON WATCH" Panchayat covering some under unprivileged Panchayat and privileged Panchayats. Detail assessment shall be taken up through base line survey covering major study of Primary Education, Rural Health, Water Supply & Sanitation, Road Connectivity, Rural Marketing Facilities, Rural Electrification and Panchayat Available resources (like ferries/Ghats/Markets/Sand/ Stone/Land lease etc).	This was accepted.
9	Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas	State will provide comprehensive hand holding support to Panchayats through training & hand- holding. The concerned Member Secretary & Development Agencies like BDOs shall sensitize the essence of Gram Sabha and in the beginning of the intervention, the campaigns shall be taken up for conduct of Gram Sabha for each and every line departmental programmes as well as participatory Panchayat planning.	Accepted. However, State was also advised to inform outcome to Ministry of Panchayati Raj by end of the year.

10	Institutionalizing accountability processes such as voluntary disclosure of information and social audit.	<p>It is to be done through Member Secretaries.</p> <p>The Circle officers, Extra Assistant Commissioners & SDOs are the ex-Officio Member Secretaries of Panchayats. Moreover, they are directly appointed as Assistant Public Information Officers under Right to Information Act'2005. As single window administrative unit is established for accessing information and practically it is being implemented successfully, the mode of accessing information shall be continued.</p> <p>Secondly, social audit activities can be suitably taken up with close coordination of Panchayat as well as Circle Administration.</p>	State was advised to start the process of voluntary disclosure in the Gram Sabha Meeting. To begin with it can be started for some identified Scheme(s).
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.	The State Government is committed for adopting Panchayat Enterprise Suite (PES), the 11 software's developed by NIC. However, at initial stage some of the software like Plan Plus, PRIA Soft, Action Soft, Asset Directory, Social Audit and Training & Skill Management may be adopted. In this context PES Training Programme already undergone in State Level & more programmes being organized in District level.	State was advised to inform the status about maintenance of online accounts by Panchayat at all the three levels and set goal to make them fully online in a definite time frame starting from 2013-14.
12	Ensuring compliance of State laws and Rules with PESA.	NA	NA

Decision of Central Executive Committee (CEC) on activities proposed in Annual Plan 2013-14 :

State: Arunachal Pradesh

SL. No.	Activity Head	State Proposal for 2013-14	Decision of the Committee
1	Administrative and technical support at GP level	<p>The State has proposed following staff :</p> <p>I. Panchayat IT Assistants of 428 no.s @ Rs. 8000 per month for GP level</p> <p>II. Panchayat Accounts Assistants of 214 numbers @ ₹ 8000/- per month for GP level (214xRs.8000/- per monthx12month=Rs.205.44 lakh)</p> <p>III. Junior Technical Assistant of 354 no.s @ 15000/- per month at Anchal or Block level (177x Rs.15000/- per month x 12 month =Rs.318.60 lakh)</p>	<p>It was decided that separate account assistants and data entry operators were not needed. CEC approved the proposal for hiring 591 Computer cum Accounts Assistant (one for every 3 GPs @ Rs. 8000 per month at GP level.</p> <p>CEC also approved engaging 177 Panchayat Technical Assistant @ Rs. 15000 per month at block level.</p> <p>25% hike proposed in hiring manpower for local salaries was not accepted. The State was advised to clearly define job responsibility of manpower at GP and BP level.</p> <p>More manpower at the GP level would be considered in 2014-15, if the State makes progress on devolution.</p>
2	GP Buildings		
	Construction and repair of Gram Panchayat Bhawan	<p>The State Executive Committee approved for the construction of 445 Nos of GP building @ 12.00 Lakhs each shall be constructed in the first phase.</p> <p>In addition to the above 25% cost hike for NE region is also added in the approved annual action plan from the State Government under SEC for construction of boundary wall subject to the release of fund from MoPR. The drawing and Designing of GP building has also been enclosed.</p>	<p>CEC approved the proposal for construction of 445 no. of GP building @ Rs. 6.00 lakhs per GP building given the very small size of the Panchayats. A revised technical estimate and drawing would be submitted by the State.</p> <p>This was approved subject to 25% ceiling.</p>
3.	Capacity Building and Training		
a	Training of Trainers handholding support at District level (5 days	<p>State has proposed Rs. 23.58 lakhs under this component for 255 (in no.) of participants for 5 day training.</p> <p>SIRD,AP ,the nodal agency of Training & Capacity Building shall provide the Handholding support for preparation of "District Plan" SIRD, AP, Itanagar shall</p>	<p>Only ToT programme was approved.</p>

		conduct the Training of Trainer programme. The brief of the topic of the 5 days provided. The Programme is already scheduled from 26 th August'2013 onwards and the entire ToT shall be completed within 6 month from the release of fund from Ministry of Panchayati Raj.	
b	Foundation cum functional training programme for Zilla Parishad Members and Districts level Officials (5 days)	State has proposed Rs. 55.5 lakhs for 5 day training programme for 600 participants in no. The topics of the District level Training Programme along with the programme Schedule have been attached.	CEC approved the training component for all ERs and 1/3 rd of functionaries at all the three levels.
c	Foundation cum functional Training Programme for Block level officials (5 days)	State has proposed Rs. 390.94 lakhs for 5 day training programme for 5319 participants in no. The topic of the Block level Training	
d	Foundation cum functional training programme for GPs Members and GP level functionaries (5 days)	State has proposed Rs. 427.98 lakhs for 5 day training programme of 10974 participants in no. The topic along detailed of the programme for GP level has been provided.	
e	Exposure visits outside State (5 days)	State has proposed approx. Rs. 20 lakhs for conducting visit of 40 persons and the estimated timeline is within one year of elections.	
f	Computer course for PRIs and related officials (5 days)	State has proposed Rs. 19.5 lakhs for conducting computer training of 260 people for 5 days. Assignment shall be completed within 1 year.	Not approved for 2013-14 as the State already has a huge task of training newly elected representatives.
4	Institutional Structure		
4.1	SPRC		
	Additional Building and Equipment	Total budget proposed under this component is Rs. 53.75 lakhs . The State has proposed the following	CEC approved the project cost for computers, LCD projector and echo-proof training hall.

		<p>equipment/additional cost for the SPRC:</p> <ul style="list-style-type: none"> • Computers for employees (Rs. 4.00 lakh), • Xerox Machine (Rs. 2.50 lakh), • Office Furniture for faculties of SPRC (Rs. 6.75 lakh), • Office Furniture for support Staff (Rs. 2.5 lakh), • LCD Projector (Rs. 4.5 lakh), • Echo -proof Conference Hall (Rs. 10.00 lakh), • Furnishing of training hall (Rs. 17.50 lakh), • Minor Civil Works (Rs. 6.00 lakh), <p>Total = Rs. 53.75 lakhs</p>	<p>Approved Budget = Rs. 4.00 lakh + Rs. 4.5 lakh + Rs. 10.00 lakh = Rs. 18.50 lakh</p>
4.2	Recurring cost on additional Faculty and maintenance	<p>Earlier total budget proposed under this component was Rs. 40.00 lakhs. Subsequently, keeping in view of North Eastern States, 25% cost hike is added in this component of which the total project cost is estimated of ₹ 50 Lakh. The details of the expenditure of the concerned head have been provided.</p>	<p>Approved, however extra 25 % cost hike was not agreed to.</p>
i	Additional faculty at SPRC (for 05 faculty)	<p>The State has proposed Rs. 27.6 lakh for 05 faculties (on Panchayati Raj & Decentralized Planning, Rural Governance, Women Empowerment & IEC, E-Governance, Rural Development). Detailed Qualification & Salary Structure is enclosed.</p>	<p>Approved, however extra 25 % cost hike was not agreed to.</p>
ii	Supporting staff at SPRC	<p>The State has proposed Rs. 4.8 lakh for 03 Assistants (Secretarial, Research, and Account) Detailed Qualification & Salary Structure is enclosed.</p>	<p>Approved, however extra 25 % cost hike was not agreed to.</p>
iii	Junior Engineer (E-learning)/Training vehicle driver	<p>The State has proposed a budget estimate of Rs. 2.4 lakhs for 02 supporting staff (Junior Engineer, Training vehicle driver) Detailed Qualification & Salary Structure is enclosed.</p>	<p>Not approved</p>
iv	TA/DA/HRA/Medical of faculty members	<p>The State has proposed a lump sum amount of Rs. 3.4 lakhs.</p>	<p>This was approved</p>
v	Annual Office Establishment Expenditure & Maintenance	<p>The State has proposed Rs. 1.8 lakhs.</p>	<p>Not approved</p>
4.3	Construction of new DPRC and provision of basic equipments	<p>Office Equipments for 2 nos of DPRC:-</p> <ul style="list-style-type: none"> a) Computers-8 no. - 3.2 lakhs b) Printer - 8 no. - 0.80 lakhs 	

		c) Scanner - 2 no. - 0.50 lakhs d) Xerox machine - 2 no. - 5 lakhs e) Office Furniture- 3 lakhs f) Teaching Learning Aid (LCD Projector with screen) - 3 lakhs g) Digital Camera - 2 no. - 0.50 lakhs' h) Video camera - 0.70 lakhs i) Conference table with PA system - 20 lakhs j) Conference Chair of Training Hall - 2 no. - 15 lakhs k) Major electrification/civil work - 5 lakhs l) Hiring of DPRC venue for 1 year under DIET premises - 3.6 lakhs m) Training Vehicles for 02 no.s of DPRCs - 15 lakhs n) New Construction - 200 lakhs Total = Sum of a) to n) = Rs. 277.30 lakhs	CEC approved Rs. 60.00 lakh only for civil work in 02 DPRCs @ Rs. 30 lakhs per DPRC for this year.
4.4	Recurring cost on additional faculty and maintenance (maintenance cost for new 02 DPRCs-Tawang & Daporijo)		
i	Faculty at New DPRC (02 faculty)	State has proposed 02 Senior Faculty (Principal) at Rs. 7.2 lakhs . Details of faculty cost, experience and qualification required are given.	Not approved. State was advised to start civil work by this year.
ii	Training Instructor (Rural Governance)	State has proposed 02 Training Instructor at Rs. 4.8 lakhs .	
iii	Supporting Staff at DPRC (Assistants)	State has proposed 04 Secretarial and Account Assistants at Rs. 4.8 lakhs .	
iv	Need Based Establishment Expenditure	State has proposed Rs. 3.2 lakh as need based expenditure @ Rs. 1.6 lakh for each DPRC.	
5	e-Panchayat		
a)	E-enablement/ IT Accessories Support to GPs (Computer, UPS & Printers)- Second Phase	State has proposed Rs. 162 lakhs for 405 no. of computer system @ Rs. 40,000/- each.	CEC advised the State to utilize the amount earlier released under this component and come with Utilization Certificate next year.
b)	Development of District Panchayat Website link up with Directorate of	State has proposed Rs. 90 lakhs for development of 18 no. of District Panchayat website @ Rs. 5 lakhs each.	Not approved. CEC advised State to use template of Ministry of Panchayati Raj under National Panchayat Portal for creating

	Panchayati Raj		website rather than to open separate website for Panchayats.
6	Panchayat processes for Panchayats with inadequate resource base	No budget has been proposed under this component. State has further informed that the detailed exercise is going on , the same shall be proposed in the next financial year .	No funds asked for.
7	Innovations	A total budget of Rs. 2 Cr. approx. has been proposed by State under this component. Support of Planning, Implementation & Capacity Building of Model Panchayat @1 for each district = 17 Nos: a) Water Supply & Sanitation = 0.5 b) Health & Hygiene = 1.0 c) Strengthening elementary education = 1.0 d) Construction of Market Shed = 5.0 e) Activated Gram Sabha & leadership = 2.2 f) GP E-learning facility for unemployed youths = 2.0 g) Need based project expenditure = 0.06 Total Cost for 1 model Panchayat=sum of a to g) = 11.76 (17 No.s X11.76 = 199.99)	Not approved. The State may formulate an appropriate proposal for next year.
8	Strengthening of State Election Commission	State has proposed a sum of Rs. 150 lakhs under this component. The activities which will be undertaken are mainly:- i) EVMS for 350 location @Rs, 40.25 lakhs ii) Computerization of Electoral Roll- A lump sum amount of Rs. 10 lakhs has been proposed iii) Electricity Backup Supply Generator @ Rs. 5 lakhs iv) Construction of Conference Hall with accessories @ Rs. 94.75 lakhs	Not approved. CEC advised the State to defer the proposal to the year nearer to Panchayat elections.
9	IEC Activities	Rs. 85.24 lakhs is proposed for IEC activities. Detailed IEC Activities has been provided.	Accepted subject to overall ceiling of 1 % of the plan approved. CEC advised the State not to spend funds on Panchayat Directory. It can be used for Newsletter, Monthly Panchayat Program, Gram Sabha Campaign etc.
10	Programme Management Unit	The State has proposed Rs. 198.10 lakhs under this component. The State has also provided details on proposed structure of PMU, during implementation of RGPSA	Accepted. However, this will be restricted to 5% of the approved plan. State was advised to revise the proposal accordingly.

		scheme, roles and responsibilities of staff, hiring of staff, procedure, Certificate that the PMU will not be utilised for other schemes, location of PMU (PR Department and SIRD) etc.	
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C. Perspective Plan and Annual Plan 2013-14 of Maharashtra

Decision on Performance Parameters

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.	1280 PDOs for administrative support and socio-economic development of villages having population more than 5000 and 702 Junior Engineers for technical support to VPs (2 JEs per block)	Accepted. 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.	<p>State has an average tax recovery of 60%. Under RGPSA, keeping in mind the wide range of activities that would be undertaken at block and district level, the State is targeting 80% tax recovery. Levy of Property Tax & Water Usage Charges. The aforementioned targets would be met using the following strategies:</p> <ol style="list-style-type: none"> 1. Building integrated database using microplanning 2. Capacity Building Workshops to the ERs raising awareness and 	The goal was accepted for strengthening the financial base of Panchayats

		suggesting ways and means to strengthen the financial base of their respective Panchayats.	
3	Provision of untied funds to Panchayats and timely release of SFC and Central Finance Commission (CFC) grants.	Performance based incentive grants for Eco Village Scheme State has been following a dedicated mechanism with specialized evaluating committees at all the tiers of Panchayati Raj in the State to measure the performance of Panchayats and untied fund distribution.	State was advised to initiate a proposal for providing at least some untied funds to Gram Panchayats to spend as per local needs.
4	Ensuring devolution of funds, functions and functionaries.	11 out of 29 Subjects devolved. With a focussed approach towards devolving more powers to the Panchayats, the State target for devolution in 2013-14 would be completing the task of preparing a detailed Activity Mapping Chart.	Accepted. The State may clearly indicate the present initiatives for enhancing devolution and make a roadmap.
5	Preparing and operationalizing a framework for bottom-up grassroots planning and convergence through the DPC.	Orientation of 85000 GP members from 8500 GPs through bottom-up grassroots planning through Participatory Village Microplanning. Village Plan Preparation through Participatory planning process in about 3500 GPs (Out of 4211 GPs with population more than 3000)	Accepted
6	Ensuring free and fair elections, and making the SEC autonomous.	Mapping of Constituency- Delimitation of wards as per Census 2011 and mapping of	Accepted.

		wards local self-government in conosance with legislative assembly constituencies.	
7	Strengthening the institutional structure for capacity building of Panchayats, selecting suitable partners for capacity building, and improving outreach and quality of capacity building.	An SPRC, Initiation of 33 DPRCs with respect to faculty and maintenance (Proposed new buildings for 6 DPRCs in 2013-14), 33 BPRCs, Upgradation of 3 ETCs.	Accepted
8	Putting in place a system of performance assessment of Panchayats.	Trainings of block level and district level team of PEAIS in all 33 districts. 2 block level orientation trainings annually are proposed for the improvement of On Watch Panchayats.	Accepted
9	Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas	Included in the schedule of Microplanning. State has adopted various strategies to Strengthen Gram Sabhas, Ward Sabhas: <ol style="list-style-type: none"> 1. Gender Focussed Capacity Building Approach using innovative and interactive modules like Krantijyoti, which would encourage active participation of women in Mahila Sabhas and in Gram Sabhas. 2. Microplanning. 3. Mass awareness through IEC activities. 4. One day orientation workshops for all ERs etc. 	Accepted

10	Institutionalizing accountability processes such as voluntary disclosure of information and social audit.	Included in the schedule of Microplanning	State was advised to elaborate this.
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.	Included in the schedule of Capacity Building and Microplanning	State was advised to fix targets for making all Village Panchayats accounts online.
12	Ensuring compliance of State laws and rules with PESA.	State level workshops with the aforesaid agenda.	State was advised to provide training to ERs and Functionaries of PRIs on PESA laws. They will also update the status about compliance of rules as per PESA.

Decision of Central Executive Committee (CEC) on activities proposed in Annual Plan 2013-14 :

State: Maharashtra

SL. No.	Activity Head	State Proposal for 2013-14					Decision of the CEC
1	Administrative and technical support at GP level	<p>Present structure of administrative manpower at VP level is 18767 Gramsevaks and 3821 Village Development Officers.</p> <p>The State has proposed engagement of PDOs for 1280 VPs having population over 5000 @ Rs. 12000/- per month at a total cost of Rs. 1229 lakh. Further, State has proposed to engage 702 JEs @ Rs 30,000/- per month per block (Rs 15000 per JE, 2 per block) at a total cost of Rs. 842 lakh.</p> <p>The approval for engagement of PDOs & JEs has been sought from cabinet. Process of recruitment, qualification etc has been provided by the State Government.</p>					<p>This was approved</p> <p>Approved Budget = Rs. 1229.00 lakh + Rs. 842.00 lakh = Rs. 2071.00 lakh</p>
2	GP Buildings						
a	Construction and repair of Gram Panchayat Bhawans	<p>The State has enclosed a district wise list of 700 VPs where VP building are proposed to be constructed. A standard type Plan of VP building with a cost of Rs. 12 Lakh is already approved at State Level. Estimate of Type plan is attached with the proposal.</p> <p>Justification for seeking fund: The heavy investments in computerization, e-enablement and training/ capacity building of VPs do not yield optimal results, if the basic office infrastructure of VPs is not in place. Therefore, it is necessary to provide VP buildings to all 4363 VPs without own office. During the current financial year State has proposing 700 VP building</p> <p>Agency involved for execution of work is Zilla Parishads, Panchayat Samiti and concerned VPs. Total proposed budget is Rs 8400 lakh @ Rs 12 lakh per GP</p>					<p>This was approved subject to the ceiling of 25% of the approved plan.</p>
3	Capacity Building and Training						
a	Training Programme						
i	Capacity building of DPC, ZP & PS	Subject	No. of Participants	Days	Unit Cost	Total Budget proposed	This was approved
		Foundation training of Zilla Parishad functionaries	10205 (1955 ERs & 8250 ZP employees)	5 days	Rs 1850/-	Rs 944 lakh	

		Foundation training of Panchayat Samiti functionaries	21460 from all block	5 days	Rs 1450/-	Rs 1556 lakh	
ii	Capacity Building of GP members	Subject	No. of Participants	Days	Unit Cost	Total Budget proposed	This was approved
		Cluster level foundation training of GP functionaries	55000 GP members from 8500 GPs	3 days	Rs 780/- per day per participants	Rs 1287 lakh	
		Micro Planning process at Gram Panchayat level including GP level training for Social Audit volunteers	8500 GPs per year	6 days	Rs 447/- per day per participants	Rs 2280 lakh	
		Micro Planning process at Gram Panchayat level for village Panchayats with population more than 3000	3500 GPs	-	Rs 447/- per day per participants	Rs 1408 Lakh	
iii	Training of EWRs	Subject	No. of Participants	Day	Unit Cost	Total Budget proposed	This was approved
		Gender training of grampanchayat EWRs using Krantijyoti module	30000 EWRs from 8500 GPs	3 days	Rs 780/- per day per participants	Rs 702 lakh	
b	Training Needs	TNA will be undertaken by SIRD with the help of external/independent domain experts in different aspects of Panchayati					This was approved

	Assessments	<p>Raj. There are various levels of TNA proposed by the State Government i.e District Planning Committees (DPCs), Zilla Parishads, Panchayat Samities, Gram Panchayats, Line Department offices not developed to Panchayati Raj but crucial for local development. TNA will be focussed on linking the training needs with actual processes and intended outcomes of Panchayati Raj and decentralization.</p> <p>Total proposed budget is Rs 5 lakh.</p>	
c	Development of Training Modules	<p>State has proposed an amount of Rs 5 lakh for the development of five types of training modules. These are:</p> <ul style="list-style-type: none"> • ToT/ mentoring modules • IEC/ sensitization modules • Induction/ foundation modules • On job modules • Refresher/ advance modules 	This was approved
d	Exposure visits within/ outside State	<p>The State has proposed exposure visits of 50 elected representatives per district for 3 days to the best performing Panchayats of the State in order to give the ERs, a first-hand experience of running the Panchayat administration in an effective and innovative manner. The ERs of the weaker areas of performance of VPs will be selected for exposure visit. List of VPs for Exposure visit is also attached.</p> <p>Total proposed budget is Rs. 99 lakh @ Rs 2000/- per day for 3 days for 1650 participants.</p>	This was approved
e	Evaluation of training	<p>The evaluation of training will be at different level:</p> <p>Formative Evaluation: A comprehensive benchmarking of knowledge-skill-attitudes of trainees (both ERs and administrative staff) will be carried out so as that to document their capacities and aptitudes before training.</p> <p>Concurrent Evaluation: Continuous monitoring and concurrent evaluation of training will be carried out to enable mid-course corrections, whenever necessary. Sample check on the data provided will be done by the independent agency through physical visits, contact with beneficiaries, independent sample surveys etc.</p> <p>Summative Evaluation: In the last year of 12th Plan a comprehensive outcomes & impact evaluation will be initiated. The impact evaluation will objectively measure the outcome/ impact of training / capacity building so that the necessary corrective measures could be taken up in the next plan period.</p> <p>Focused case studies: Special focused studies will be taken up to understand whether and how the training is contributing towards enhanced delivery of the roles and responsibilities of ERs and administrative functionaries of Panchayats.</p> <p>Total proposed budget is Rs. 5 lakhs (evaluation of one module -1 lakh X 5 based on requirement) X 5 years</p>	This was approved

4	Institutional Structure		
a	SPRC (Capital Cost) Additional Building & Office Equipment	State has asked for additional Building and equipment for SPRC to be established at the existing SIRD. Proposed budget for the same is Rs. 100 lakh, out of which 80 lakh is for building and 20 lakh for other equipment's like Phone, fax, internet, Computers, Printers, Digital screen, public address system etc. For the year 2013-14 only 50% of the cost is proposed.	Not Approved, as there is already excellent infrastructure available.
b	Recurring cost on additional Faculty and maintenance at SPRC	State has proposed for dedicated faculty with expertise in TNA, training and module design, different training programmes, innovative capacity building strategies etc. Additional faculty proposed are: <ul style="list-style-type: none"> • 1 Professor • 2 Associate Professor • 2 Assistant Professor • 2 Training Associate and other expenses for 12 month. Proposed budget is Rs. 40 lakh.	This was approved
c	New DPRCs proposed (Building plus basic equipment)	State has proposed to create 6 New DPRC during 2013-14 in district namely. Chandrapur, Ahmed Nagar, Nandurbar, Wardha, Nanded & Raigad @ Rs. 1.00 crore each DPRC. Total proposed cost is Rs 6.00 crore.	This was approved.
d	Recurring cost of DPRC	Recurring cost @ Rs 10 lakh per DPRC is proposed for 25 DPRCs. The expenditure will be on engagement of 1 Training Manager, 3 Course Assistant, 1 Data Entry operator, expenses on House Keeping and other miscellaneous office expenses.	This was approved.
e	Up-gradation of old ETCs/District Institute of Panchayat Raj into DPRC	State has proposed for the up-gradation of 2 ETCs into DPRCs during 2013-14. At present the ETCs are not designed and equipped to serve as District Training Centres. It has been also mentioned that the set-up is inadequate to handle the training volume, variety and quality expected of DPRCs. Location proposed are Buldhana, Jalna and Parbhani. Proposed budget for each ETC to DPRC is Rs 50 lakh @ Rs. 25 lakh. <p>State has proposed to upgrade the following aspects:</p> <ul style="list-style-type: none"> • Training Halls with audio-visual equipment • Hostel and Canteen • Library • Computer/ ICT lab • Transportation arrangements for local exposure visits/ study tours • Campus & recreation facilities 	Approved for up-gradation of ETCs at Buldhana and Jalna.
5	Distance learning Facility through SATCOM or IP based technology	No fund asked for	No funds asked for

6.	Intermediate/ Block level Resource Centre (BLRCs)	State has 351 rural blocks. Total 99 sub-divisions out of which 33 have district headquarters. State has proposed to establish 66 sub-divisions attached to Panchayat Samitis at the sub-division headquarters under BPRCs. In the current financial year 1 BPRC is proposed in each district. State has given their justification and also the detailed estimate of BPRC.	Not Approved. The State may focus on DPRCs this year and subsequently consider the need for BPRCs.
7	E-enablement of Panchayats	Maharashtra has already implemented e-enablement of all VPs, PSs and ZPs through SANGRAM. State has proposed to provide uninterrupted power supply through solar energy @ Rs. 2.5 lakh for 38 villages. Total proposed cost is Rs 95 lakh.	Not approved. Since, there were no cost norms specified for procuring only UPS under RGPSA, the State was advised to approach Ministry of New and Renewable Energy to claim subsidy for procuring solar devices and was advised to re-work how UPS should benefit the e-enablement of the GPs, especially in the context of citizen service delivery.
8	Panchayat processes for Panchayats with inadequate resource base		
i	Identification, mapping and tracking of Panchayats with inadequate resource base	State has proposed Rs 100 lakh (lumpsum) for 3411 GPs	This was not approved

ii	Orientation program for VP members for improving performance of VPs with lesser grades at block level (on Watch VPs)	State has proposed two annual 1 day orientations/ Training for each block @ Rs. 20000 per training. Total proposed budget is Rs 140 lakh.	This was approved under the CB&T component.
9	Special Support for Panchayats in PESA areas		
a	Honorarium of 1 Gram Sabha Mobilizer	An amount of Rs. 567 lakh is proposed for 2835 Gram Panchayat @ of Rs. 2500/- per month per GP at PESA area. (8 month)	This was approved
b	Honorarium of 1 PESA Coordinator in block	An amount of Rs. 94 lakh is proposed for 59 PESA blocks @ Rs 20,000/- per month per block. (8 months)	This was approved
c	Honorarium of 1 PESA Coordinator in district	An amount of Rs. 24 lakh is proposed for 12 PESA districts @ Rs. 25,000/- per month per district (8 months)	This was approved
d	Two day training of government officers at State level	State has proposed for the training of 50 Government officers and other Stakeholders at State level @ Rs 1850/- per day per participant. Total proposed budget is Rs 2 lakh	It was advised to accommodate this under CB&T component.
e	Two day training of government officers at district level	State has proposed for the training of 325 Government officers and other Stakeholders at district level @ Rs 1850/- per day per participant. Total proposed budget is Rs 12 lakh	
f	Gram Sabha Orientation	Rs. 10,000/- is proposed by the State Government per year for 2823 GPs.	This was approved
10	Strengthening of State Election Commission (SEC)	Activities to be undertaken for strengthening of SECs are as under;- <ul style="list-style-type: none"> • Mapping of constituencies <ol style="list-style-type: none"> (i) Preparing of GIS maps (ii) Mapping of wards of each village (iii) Mapping of Panchayat Samiti Gan (ward) & villages n.a (iv) Mapping of Zilla Parishad constituencies with layers of Panchayats Samiti and Village Panchayat in it (v) Detailed information of each ward (vi) Making such maps visible on-line to public at large. Total proposed budget is Rs. 100 lakh	This was approved subject to provision of break-up of estimated costs as well as final outcome.

11	IEC activities	<p>IEC activities proposed by State with rationale are to focus on participatory processes, local gathering of Panchayat member and use of performing arts etc. to propagate the right messages. The IEC activity proposed during 2013-14 are as follows:-</p> <ul style="list-style-type: none"> • Village level participatory reflection by the whole village community on the status of key human development indices, key gaps and bottlenecks in achieving balanced human development, physically challenged, senior citizens, landless families, functioning of VPs, Gram Sabha, Mahila Sabha etc. • Block level sensitization gathering to reflect on development scenario at block level, trends and disparities in development in the block, key opportunities and constraints before the block, demands of Gram Sabha etc. • District level sensitization gathering, focussing on awareness creation around integration information management, planning, budgeting, monitoring / social audit etc. for effective Panchayat processes • Programme of folk artists in 8500 VPs • Television, advertisements, series of four booklets on good practices (25 VPs each) <p>Total proposed budget is Rs. 301 lakh.</p>	This was approved subject to condition that expenditure will be restricted to 1% of the total approved annual outlay.
12	Promotion, Documentation & Dissemination of Innovations	State has proposed Lump-sum amount of Rs. 100 lakh under the component.	Not approved. State may prepare an appropriate proposal for next year.
13	Programme Management		
i	State Programme Management Unit (SPMU)	<p>State has proposed an amount of Rs 90 lakh under the component for:</p> <ul style="list-style-type: none"> • One time cost of office set up of SPMU • Administrative & travel cost of SPMU • Hiring of experts in decentralization, devolution, fiscal strengthening of Panchayats, training & capacity building etc • State Programme Director • Dy. Programme Director 1 State Level and 6 Divisional Level • 1 Programme Associate per division • Administrative support Unit of a Clerk, Accountant and General Attendant 	This was approved subject to condition that expenditure will be restricted to 5% of the total approved annual outlay. CEC also

ii	District Programme Management Unit (DPMU)	<p>State has proposed an amount of Rs 554 lakh under the component for:</p> <ul style="list-style-type: none"> • One time cost for office set up of DPMU • Administrative & travel cost of DPMU • Hiring of experts in capacity building, Panchayat processes, local self governance, e-enablement of Panchayats, IEC etc • District Programme Manager • Administrative Support unit of a Clerk, Accountant, Office Secretary etc 	advised the State to take activity of development of Master Trainers & Resource Persons under CB&T component of the approved plan.
iii	Development of Master Trainers (MTs) & Resource Persons (RPs for implementation of RGPSA)	<p>State has proposed an amount of Rs 217 lakh under the component for:</p> <ul style="list-style-type: none"> • MTs in Panchayat processes & local self governance • MTs in Krantijyoti gender training • MTs in processes of decentralized bottom-up district planning • MTs in village Micro planning and mobilization of gramsabha • MTs in PESA • MTs in e-panchayats • Resource Persons empanelled with State Panchayat Resource Centre • Resource Persons empanelled with District Panchayat Resource Centres. <p>Resource Persons empanelled with Block Panchayat Resource Centres</p>	
iv	Programme Monitoring & Evaluation	State has proposed for the regular reviews, monitoring, concurrent evaluation & impact evaluation of RGPSA implementation. Total proposed budget is Rs. 307 lakh	
Other Items			
14 Panchayat Mahila Shakti Abhiyan			
i	State & Divisional gatherings, executive committee meetings & Gender Resources Cell Under PMSA	State has proposed various activities & support structures under PMEYSA scheme. Proposed Lump sum budget is Rs. 83 lakh	State was advised to give break-up and slot these activities under CB&T.
ii	Secretarial Support to PMSA	State has proposed for a secretarial support under the PMEYSA scheme. Proposed lump-sum budget is 5 lakh.	State was advised to built this cost from Program Management component of the Scheme. Seperate costing for this activity was not approved.

D. Perspective Plan and Annual Plan 2013-14 of Jharkhand

Decision on Performance Parameters

Sl.No.	Performance Parameters	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 intimated that they will recruit staff such as 1100 Panchayat Sahayak / Sahyogini, 1100 Panchayat Planning Monitoring Officers (PPMOs), 221 Panchayat Munim/Accountant, 130 JEs for 65 Blocks, 518 Gram Sabha Mobiliser, 133 Block PESA Coordinator, 15 District PESA Coordinator. The State intimated that department is in process of drafting ToRs for each position. The recruitment process will be completed by September 2013.	The State need to devolve functions and funds speedily to PRIs for better utilization of manpower, and also develop a vision as per the devolution envisaged.
2.	Strengthening the financial base of Panchayats by assigning appropriate taxes, fees etc.	The State intimated that they will ensure strengthening of financial base from next financial year (i.e. FY'14-15)	State may indicate how it will strengthen the financial base of Panchayats at ZP, BP, GP level.
3.	Provision of untied funds to Panchayats and timely release of SFC and CFC grant	The State intimated that after recruitment process is over the untied funds will be released to Panchayats.	The State may clarify how much funds of the State revenue (in % to total) will be made available to Panchayats.
4.	Ensuring devolution of 3Fs	The State intimated that four departments will be approached in 2013-14 namely- Water & Sanitation, Food & Supply, Forest, Youth Affairs, Sports & Cultural Development.	State informed that they will ensure devolution of 3Fs in 9 departments namely Health, Primary Education, Agriculture, Animal Husbandry & Dairy, Water & Sanitation, Food & Supply, Forest, Youth Affairs, Sports & Cultural Development. Accepted

5.	Preparing and operationalizing a framework for bottom-up grass root planning and convergence through DPC	The State intimated 06 Panchayats (all three tiers) of Deoghar and Dhanbad district will be taken up during this FY for grass root planning. These Panchayats have been awarded under PEAIS for the year 2012-13 and DPC will facilitate in developing plans.	Accepted.
6.	Ensuring free and fair elections, and making the SEC autonomous	The State intimated that it will be taken up in FY 2014-15 as Panchayat elections are due in FY 2015-16.	The State may identify key panchayat activities to make elections free and fair in 2013-14.
7.	Strengthening the infrastructural structure for capacity building of Panahayats, selecting suitable partners for capacity building, and improving outreach and quality of capacity building	The State intimated the establishment of 01 SPRC, 06 DPRC and 50 BPRCs. Further, the State explained that in Jharkhand out of 24 districts, 23 districts are under BRGF. Funds for construction of BPRCs and DPRCs have been proposed in RGPSA and not under BRGF.	The establishment of SPRC, DPRCs may be considered under the RGPSA proposal. Whereas, BPRCs may be taken up under BRGF proposal.
8.	Putting in place a system of performance assessment of Panchayats.	The State intimated that Social Audit will be taken up in 1000 of GPs. 25% of the GPs will be trained on Social Audit mechanism	May be accepted. The State may identify on watch panchayats and take up special activities to strengthen them.
9.	Strengthening Gram Sabhas, promoting Mahila Sabhas/Ward Sabhas	25% of GPs will be strengthened by regularizing GS meetings focusing on women and child. The State intimated in Mahila Gram Sabhas issues related to gender, family planning, nutrition will be taken for increasing the participation of women.	State was advised to have separate Mahila Sabha before Gram Sabha meeting like 'Maharashtra'.
10.	Institutionalizing accountability processes such as voluntary disclosure of information and social audit	The State intimated 25% of GPs, which will be trained on Social Audit will voluntarily disclose information. The social audit model of MGNREGA will be considered.	Accepted
11.	Strengthening the system of budgeting, accounts and audit,	Guideline for voluntary disclosure of budget and accounts of Panchayats will be developed	State was advised for making online accounts of some GPs during 2013-14.

	including use of e-enablement processes. Maintenance of Panchayat accounts online at least for District and Intermediate Panchayats. Issuing of guidelines/rules for voluntary disclosure of budget and accounts of the Panchayats	by SPMU. Panchayat Accounts are being maintained online at the District & Intermediate Panchayats.	
12.	Ensuring compliance of State Laws and Rules with PESA	State Rules on PESA with the convergence and compliance with other depts. will be taken up.	Accepted

State: Jharkhand

SL. No.	Activity Head	State Proposal for 2013-14	Decision of the CEC
1	Administrative and technical support at GP level	<p>The State has proposed following staff :</p> <p>(i) 1100 Panchayat Sahayak / Sahyogini @ Rs. 5000/- per month for 10 months with cost Rs. 5.50 cr.</p> <p>(ii) 1100 Panchayat PPMOs @ Rs.12000/- per month for 10 month with cost Rs. 13.20 cr.</p> <p>(iii) 221 Panchayat Munim/Accountant @ Rs. 8000/- for 10 month with cost Rs. 1.76 cr.</p> <p>(iv) 130 JEs for 65 Blocks @ Rs. 10,000/- per month for 10 month with cost Rs. 1.30 cr.</p> <p>Total cost = Rs. 22.00 cr.</p> <p>The recruitment process of all the posts will be completed by August'13. The State intimated that ToR will be prepared for all posts, notification will be issued in newspaper, formation of selection committee etc. <u>The State intimated that manpower will be hired on contractual basis till FY 2016-17.</u></p>	<p>This was approved that State will keep 01 Accountant and 01 PPMO per 5 GP at the proposed rate. More assistance for staff at the GP level will be considered after the State has made a headway on devolution.</p>
2	GP Buildings		
A	Construction and repair of Gram Panchayat Bhawans	<p>State has proposed budget estimate of Rs. 26.52 cr. for providing separate toilets facilities to women, drinking water and electricity in 884 GP Bhawans @ Rs. 3.00 lakh.</p> <p>The State intimated local tender process will be adopted, as per extent of rules of State Govt.</p>	<p>This was approved subject to conditions that,</p> <p>(i) State is eligible for 25% of total annual plan approved for spending on construction/repair of GP Ghars.</p> <p>ii) State will provide Panchayat wise work to be</p>

			done.
3	Capacity Building and Training		
A	Training Programme	<p>(i) The State has proposed Rs. 3.60 lakh for training of 600 ERs @ Rs. 300/- per participant for 02 days</p> <p>(ii) Orientation to 3400 Gram Sabha Members @ Rs. 447/- per participant per day for 02 days. with cost Rs. 30.39 lakh</p> <p>(iii) Orientation of Mukhiyas on programme literacy for 4423 participants @ Rs. 780.00/- per day for 02 days with cost Rs. 69.00 lakh</p> <p>(iv) The State has proposed sensitization of EWRs on women issues for 2360 participants @ Rs. 447/- for 01 day with cost Rs. 10.55 lakh. Total cost for training = Rs. 113.54 lakh</p>	This was approved
B	Training Needs Assessments	<p>The State has proposed Rs. 20.00 lakh under the TNA. The State intimated that following items has been proposed :</p> <p>TNA Rs. 5.00 lakh</p> <p>Module Development = Rs. 5.00 lakh</p> <p>Evaluation of training= Rs. 5.00 lakh</p> <p>Training films = Rs. 5.00 lakh</p>	Accepted
c	Exposure visits within/ outside State	The State has proposed budget estimate of Rs. 2.40 cr. for exposure visit of 1200 Mukhiyas @ Rs. 4000/- per participant per day for 05 days. The State intimated exposure visits will be taken outside the State.	CEC approved 200 participants for exposure visits. State also needs to ensure suitable participation of Elected Women Representatives (EWR), SC& ST ERs of

			PRIs in exposure visit.
4	Institutional Structure		
a	SPRC (Capital Cost) Additional Building & Office Equipment	The State has proposed following items : (1) Rs. 3.00 lakh for Office Infrastructure (03 Table, 12 Chairs, 02 Computer Table, 03 Almirah, One inverter (2) Rs. 1.00 lakh for establishment of Help lines and web site Total cost = Rs. 4.00 lakh	Not approved. The State may develop a vision for how the infrastructure of SPRC needs to be developed and come back next year, if needed.
b	Recurring cost on additional Faculty and maintenance at SPRC	The State has proposed following : 1) One Data Entry Operator @ Rs. 10,000/- per month for 12 months = Rs. 1.26 lakh 2) Consultant Honorarium= 03 x Rs. 25,000/- p.mx12 month=Rs. 9.00 lakh 3) Office Attendant cum messenger = 01x Rs. 6000/-x 12 month=Rs.0.72 lakh Note: In addition to above, the State has also proposed items viz. preparation of Modules & Course Material, seminar & workshops, evaluation of Govt. Schemes, TA, IEC etc. Many of the items have already been proposed by State in its Annual Plan and cannot be considered under SPRC component.	This was accepted.
c	New DPRCs proposed	The State has proposed Rs. 6.00 cr. for providing support to	

	(Building plus basic equipment)	District Level Panchayat Resource Centre's (DPRCs) @ Rs. 1.00 cr. per DPRC. The State will construct DPRCs in Simdega, Sahibganj, West Singhbhum, Garhwa, Dhanbad. The State has provided cost estimate for DPRC.	Approved, in principle, State was requested to come with a composite plan viz building, equipments, faculty etc.
d	Recurring cost of New DPRC	Not proposed	
e	Up-gradation of ETCs/District Institute of Panchayat Raj	The State has proposed Rs. 9.95 lakh for purchasing of 10 Tables and Chairs, 25 Computer Tables, 03 Almirah, One Inverter	Not accepted.
f	Recurring cost on additional faculty & maintenance of DPRC	The State has proposed budget estimate of Rs. 20.00 lakh for strengthening of CTI by providing equipment viz. computer sets, reading material, research studies, guidelines, projects, TV sets. The State has proposed following items : (1) Seminar & Meetings (Rs. 2.00 lakh) (2) Computer Operators 01 @ Rs. 0.10 lakh for 12 month = Rs. 2.40 lakh (3) Compendium of material related to panchayats from other States = Rs. 0.20 lakh (4) Office Attendant one @ Rs. 6000/- per month for 12 months (Rs. 0.72 lakh) (5) Three Research Studies @ Rs. 1.50 lakh with total cost Rs. 4.50 lakh (6) Administrative expenses Rs. 0.23 lakh	Not Accepted.
g	Recurring cost for existing ETCs/ DPRCs	The State has proposed lump sum amount of Rs. 25.00 lakh for creating of cadre of resource faculty for all resource centers at all levels.	Not accepted. The State may prepared a detailed plan for its DPRCs over the year, and make appropriate proposals in 2014-15.

		The State intimated that Rs. 1.04 lakh will be allotted to each district for maintaining the resource faculty. Resource Persons will be hired on lecture basis as per SIRD rates.	
5	Distance learning Facility through SATCOM or IP based technology	Not proposed	Not proposed.
6.	Intermediate/ Block level Resource Centre (BLRCs)	The State has proposed creation of 50 Block Panchayat Resource Centres @ Rs. 10.00 lakh per BLRC. The State intimated BLRCs proposed under plan are all under BRGF. Construction cost is proposed under RGPSA but not under BRGF Fund.	Not Accepted. The State needs to propose funds for BLRCs in BRGF districts under the BRGF Fund.
7	E-enablement of Panchayats	(i) To Set up SPMU & DPMU under MMP (e-Panchayat) with budget cost of Rs. 1.74 cr.	State was advised to utilize the amount of Rs. 1.75 Cr. released in 2011-12 for setting up of PMUs for e-Panchayat at first.
		(ii) Training of 55 Master Trainers on Panchayat Applications @ Rs. 600/- for 22 days	This is available under the National component for e-Panchayat and separate funds need not be sought.
		(iii) Provide computer sets to 1000 GPs during 2013-14 @ Rs. 50,000/- per set.	This was approved @ Rs. 40,000 per computer system. Committee also noted that the performance of State with regards to adoption of PES application is very poor and needs to be improved.
8	Special Support for Panchayats in PESA areas		
a	Gram Sabha Mobilizer	The State has proposed 4423 Gram Sabha Mobiliser @ Rs. 5000/- per mobiliser for PESA Areas for 10 mnths.	CEC approved the 4423 Gram Sabha Mobiliser @ Rs. 2500/- per month.
b	District & Block level PESA Coordinator	Not proposed	No funds asked for
c	Gram Sabha Orientation	The State has proposed orientation of 221150 Gram Sabha Members on RTI issues @	This was approved subject to the condition that expenditure will be @ Rs.

		Rs. 447/- per participant.	10,000 per Gram Panchayat/ Gram Sabha.
d	Contracting NGOs for regular hand holding	(i) The State has proposed Rs. 10.00 lakh for NGO for documentation of best practices. (ii) The State has proposed Gram Sabha orientation for 690 participants @ Rs. 447/- in PESA Areas. (iii) To hire 2071 NGO @ Rs. 5000/- for regular handholding in PESA Areas.	Not approved, State to develop a clear vision.
9	Strengthening of State Election Commission (SEC)	Not proposed	No funds asked for
10	IEC activities	The State has proposed 1% to total approved plan. State has proposed amount for following activities: a) Development of campaign material on strengthening of GPs and Gram Sabhas b) Dissemination of information on strengthening of GPs and Gram Sabhas through print electronic media and street plays c) Material development of voter awareness campaign Facilitate voter awareness through print and electronic media d) Facilitate for publication of bi-monthly newsletters & staffing for it.	The expenditure has to be restricted to not more than 1% of the total budget approved.
11	Programme Management	The State has proposed 5% to total approved plan. The State will set up SPMU and DPMU. The proposed staff structure of SPMU and DPMU is as under : SPMU : 01 State Programme Manager, 01 Social Development Specialist, 01 M&E Specialist, 01 CB specialist, 01 Documentation Officer and	This was approved. However, expenditure will be restricted to 5% of the total budget approved.

		<p>01 MIS Coordinator</p> <p>DPMU : 05 Divisional Managers, 09 District Coordinators (Excluding PESA coordinator proposed in Plan)</p> <p>Programme Infrastructure at State level : Table chair, computers, printer/scanner, TA</p>	
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State: Uttarakhand

The proposal of Uttarakhand was considered by the CEC. However, it was found that there were no targets set on the Performance conditions. The State was requested to first indicate the progress it intends to make in 2013-14 on the Performance Conditions, after which the proposal would be considered in detail by the CEC.

List of the Participants of Central Executive Committee Meeting of Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) held on 31.07.2013 at Vigyan Bhawan, New Delhi

S.No.	Name	Designation/ organization
1.	Smt. Loretta Mary Vas	Secretary, Ministry of Panchayati Raj
2	Smt Rashmi Shukla Sharma	Joint Secretary, RGPSA
3	Shri Sushil Kumar	Joint Secretary, MoPR
4	Smt. Neerja Sekhar	Joint Secretary, MoPR
5	Adv. P. P. Syamala Devi	District Panchayat President, Kerala
6	Shri Bhupender Singh	Gram Pradhan, Bagpat, Gunga Khedi, UP
7	Smt Nirmala Buch	President, Mahila Chetna Manch, Bhopal
8	Shri Meenakshi Sundaram	Vice Chairman, MYRADA, Bangalore
9	Shri Manoj Rai	Director, PRIA
10	Dr. K. Jayalakshmi	Professor, Centre for Panchayati Raj, NIRD, Hyderabad
11	Ms. Limatula Yaden	Director, M/o Health & Family Welfare
12	Ms. Sushila Ananth	DS, Department of Agriculture & Coop.
13	Dr. N. K. Sahu	Economic Advisor, M/o Rural Development
14	Shri Saraswati Prasad	Jt. Secretary, Ministry of Drinking Water & Sanitation
15	Ms. Urvashi Prasad	Consultant, Ministry of Drinking Water & Sanitation
16	Shri P. R. Meshram	Director, M/o DoNER
17	Ms. Namita Priyadarshree	Director, Ministry of Tribal Affairs
18	Shri B. R. Babu	Secretary, PR & RD, Arunachal Pradesh
19	DR. N. Sahoo	Dy. Director (PR), SIRD Arunachal Pradesh
20	Shri Vipin Kumar	Joint Director, PR, Uttarakhand
21	Shri D.P. Devrani	AD, Panchayat, Uttarakhand
22	Dr. Rajan Khobragade	Secretary LSDG, Govt. of Kerala
23	Shri P. P. Balan	Director, KILA
24	Shri Peter M. Raj	Faculty member, KILA, Thrissur, Kerala

25	Shri L. Khiangte	Principal Secretary, Dept. of PR, Govt. of Jharkhand
26	Shri R. K. Mandal	Asst. Director, Dept. of PR, Govt. of Jharkhand
27	Shri. S. S. Sandhu	Principal Secretary, PR & RD, Govt. of Maharashtra
28	Dr. Mallinath Kalshetti	Deputy Secretary (PR) Govt. of Maharashtra
29	Shri Maha Bir Pershad	Director, RGPSA
30	Shri Dilip Kumar	Director, IFD
31	Shri Kumar Nityanand	Under Secretary, RGPSA
32	Shri Sanjay Kumar Upadhyay	Under Secretary, RGPSA
33	Shri Dilip Kumar	Section Officer, RGPSA