

IMPORTANT

From

The Commissioner MGNREGS-cum-
Additional Chief Secretary to Govt. Haryana,
Rural Development Department,
Chandigarh.

To

1. All the Deputy Commissioners-cum-
District Programme Coordinators,
Mahatma Gandhi National Rural Employment
Guarantee Scheme, Haryana.
2. All the Additional Deputy Commissioners-cum-
Additional District Programme Coordinators,
Mahatma Gandhi National Rural Employment
Guarantee Scheme, Haryana.

Memo No. MGNREGA-I-2016/2142
Chandigarh, dated the 17-5-16


Sub: - Instructions regarding proper implementation of MGNREGS.

It is informed that the Principal Accountant General, Haryana has conducted Audit during the period 2008-12 under MGNREGS and it has been conveyed some discrepancies like improper maintenance of record, delay payment of wages, preparation of bogus muster rolls, double payment of wages etc. have been observed by them.

Keeping in view of the above, the following steps are required to be taken to ensure better implementation of MGNREG Scheme:-

1. Job cards be issued to the adult members of the household who willing to do unskilled work and don't have job card and to ensure all the job cards must have photograph and remain in the custody of worker concerned.
2. Regular updation of job cards may be ensured.
3. To generate demand, the deprived household as per the SECC Data 2011 may be contacted and encourage them to do work under MGNREGS and issue the job cards if they don't have.
4. Incomplete works of previous year may be completed on top priorities and the status may be updated on the MIS on regular basis.
5. To verify all the existing job cards.
6. To provide works within 15 days from the date of registration of the demand of the work or the date from which work have been demanded in case of advance application whichever is later.
7. Receipt of demand must be given to the worker indicating the receipt date.
8. To ensure the celebration of Rozgar Diwas on first Sunday of every month.
9. To maintain proper record/register at Block/GP level under MGNREGS.
10. To ensure 100% seeding of Aadhaar in MIS and their bank accounts camps may be organized for the purpose by 15.07.2016 as desired by MoRD.

11. To ensure the quality of works which are executed in MGNREGS, the work sites may be inspected by the District and Blocks level officers and report thereof may be sent to regular basis.
12. To ensure the timely payment of wages that filling of muster rolls, measurement, data entry in MIS, wage list generation and generation & signing of Fund transfer orders strictly as per time schedule fixed by the State.
13. To ensure utilization of 50% funds through convergence.
14. To ensure to achieve month-wise Labour Budget and also to achieve 100% targets fixed for Aganwadi, Farm ponds, IHHL, Road side plantation for the year 2016-17.
15. While obtaining the technical and administration sanction for the works, timeframe for completion of the works should also be indicated.
16. Vigilance and Monitoring Committee at District and GP level must be setup strictly as per the Master Circular's (FY 2016-17) Para 2.9.5.2 and 2.9.5.3.
17. To create District Technical Resource Team and Block Technical Resource Team.
18. To ensure to provide worksite facilities to the workers as per guidelines.
19. All the grievances must be redressed in the time bound manner.
20. Social Audit under MGNREGS be conducted as per calendar issued by Social Audit Unit.
21. To create awareness about the entitlements of the MGNREGS workers and access entitlements, IEC activities must be undertaken on regular basis.
22. To prepare the success stories of good works under MGNREGS and send the same to this department.
23. To ensure the availability of Master Circular in each GP and maintenance of asset register.

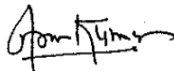


for Commissioner MGNREGS-cum-
Additional Chief Secretary to Govt. Haryana,
Rural Development Department,
Chandigarh.

Endst. No. MGNREGA-I-2016/2142-A

Chandigarh, dated the 17-5-16

A copy of the above is forwarded to the System Analyst, Rural Development Department, Haryana for information and necessary action.



For Commissioner MGNREGS-cum-
Additional Chief Secretary to Govt. Haryana,
Rural Development Department,
Chandigarh.