

बिहार सरकार

ग्रामीण विकास विभाग

पत्रांक 27/621

पटना, दिनांक 13.05.2016

ग्रा0वि0-8 (थ)- 133/2013

प्रेषक,

सी0 पी0 खंडूजा,
निदेशक, सामाजिक वानिकी ।

सेवा में,

सभी उप विकास आयुक्त-सह-
अपर जिला कार्यक्रम समन्वयक, बिहार ।

विषय:- मनरेगा एवं प्रधानमंत्री आवास योजना ग्रामीण के क्रियान्वयन के अनुश्रवण हेतु दिनांक- 16.05.2016 को पूर्वाह्न 10:30 बजे से 01:30 बजे अपराहण तक NIC पर विडियो कॉन्फ्रेंस में भाग लेने के संबंध में।

महाशय,

निदेशानुसार, उपर्युक्त विषय पर दिनांक- 16.05.2016 को पूर्वाह्न 10:30 बजे से 01:30 बजे अपराहण तक NIC पर विडियो कॉन्फ्रेंस किया जाएगा जिसमें मनरेगा एवं प्रधानमंत्री आवास योजना ग्रामीण के कार्यान्वयन के प्रगति की समीक्षा की जायेगी । निम्न कार्य सूची के अनुसार प्रतिवेदन एवं लैपटॉप के साथ विडियो कॉन्फ्रेंस में उपस्थिति सुनिश्चित किया जाय:-

A. प्रधानमंत्री आवास योजना ग्रामीण (पूर्व में इंदिरा आवास योजना)

1. वित्तीय वर्ष 2015-16 में कोटिवार लक्ष्य के विरुद्ध House Sanction, FTO Generation की स्थिति की समीक्षा । जिस जिले में निर्धारित लक्ष्य से अधिक आवास स्वीकृत किये गये हैं उनसे संबंधित हटाये जाने वाली नामों की सूची साथ रखी जाय ।
2. 2010-11, 2011-12, 2012-13, 2013-14, 2014-15 के अपूर्ण आवासों को पूर्ण कराये जाने एवं इससे संबंधित आवास सॉफ्ट पर इंट्री की समीक्षा ।
3. CAG के लंबित प्रतिवेदन की समीक्षा(2008-2013 में हुए Performance Audit के मामले भागलपुर, भोजपुर, औरंगाबाद, पश्चिम चंपारण, किशनगंज, मधुबनी, सारण, सुपौल, लखिसराय एवं समस्तिपुर जिला से संबंधित है ।
4. इंदिरा आवास से संबंधित उपयोगिता प्रमाण-पत्र भेजे जाने की समीक्षा ।
5. जिलों में अव्यवहृत (Unspent Balance) निधि को वापस करने के संबंध में समीक्षा ।
6. Mason Training के संबंध में कार्य योजना । (पत्रांक 254027 दिनांक 07.12.2015)
7. SAAS Application (पत्रांक 270796 दिनांक 04.05.2016)

B. मनरेगा (MGNREGA)

1. Distribution of Person days & Focus Areas Targets to Blocks & Panchayatss(Districtwise Targets Communicated vide letter dated 13.04.2016.)
2. Progress of Person days till date and demand registered versus expected persondays as per issued MRs.
3. Progress of Selection & Execution of Focus Areas Works as per the target given. जल संरक्षण संबंधित कार्यों को प्राथमिता देते हुए मानसून पूर्व ही पूर्ण किया जाना है । अन्य सभी कार्यों को इसी वित्तीय वर्ष में पूर्ण किया जाना है ।

4. Completion of incomplete works pending as on 31.03.2015 as communicated by letter dated 13.04.2016. All the incomplete works as on 31.03.2015 are to be completed till 30th June 2016.
 - I. IHHL - The list of works in which no expenditure has been made & whose execution is not possible, has to be sent to the department so that this works can be suspended.
 - II. Plantation works of 2012-13- No of such works closed & tree patta issued and remaining works details to be provided.
 - III. Water conservation, Renovation of traditional water bodies, Micro Irrigation works are to be completed before onset of monsoon.
 - IV. Water conservation and related works as per the target of 2016-17- efforts to be made to start the works immediately so that it can be completed before onset of monsoon.
5. Reducing delay in Payment of Wages. Strategy & Action taken so far. (Laggard districts are Sheikhpura, Buxar, Siwan, Sitamarhi, Jehanabad, Jamui & Muzaffarpur)
6. Review of GPs with NIL expenditure.

7. Progress of Public Works related to NRM & creation of individual assets. वर्ष- 2016-17 की वृक्षारोपण योजनायें- रोड साईड, नहर तट/नदी बांध एवं निजी भूमि पर स्थिति का विवरणी

योजना का प्रकार	स्वीकृत इकाईयों की संख्या	खोदे गये गड्डों की संख्या
रोड साईड		
नहर तट/नदी बांध		
निजी		

जिला में कार्यरत सभी Facilitators को अपने स्तर से विडियो कॉन्फ्रेंसिंग में भाग लेने हेतु निदेशित किया जाय ।

8. Updation of data on google doc. Related to Progress of Focus Areas and Social Forestry Works.
9. Expenditure on Agriculture & allied activities. (District with expenditure less than statutory 60% in FY2016-17 till date are Araria, Arwal, Begusarai, Bhojpur, Buxar, Gopalganj, Katihar, Khagaria, Kishanganj, Madhubani, Muzaffarpur, Paschim Champaran, Patna, Purbi Champaran, Purnia, Samastipur, Sheikhpura, Sitamarhi & Supaul.
10. Reasons for not clearing the pending liabilities related to wage component of FY 2015-16 & before. (Arwal, Buxar, Sheikhpura, Darbhanga, Jamui, Gopalganj, Muzaffarpur, Paschim Champaran, Saharsa, Supaul & Vaishali are districts where more than 50% of the liabilities are yet to be cleared) मजदूरी मद में सभी देनदारियाँ 20.05.2016 तक भुगतान किया जाना है ।
11. Mapping of Census Code 2011 with Revenue Village, GP & Block (Letter No. 268112 dated 05.04.2016)
12. Compliance of Refund of Funds available under MGNREGA in various accounts at District, Block & Panchayat level & updation of the same on MIS. (Chart enclosed)
13. Progress of Aadhaar Seeding of MGNREGA Workers. (Direction is being issued separately for holding Special Camps)
14. GPDP digitization F&G का Status.
15. Documentation of best practices: The information is required in the format given below and to be mailed at b72abraham@gmail.com/dks.dca@nic.in & send a copy to misrddbihar@gmail.com

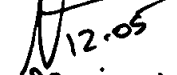
S.No.	District	Name of Work
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(1)	(2)	(3)

16. Asset Register (परिसम्पत्ति पंजी)- सभी पंचायतों में संधारित किया जाना है । ग्रामीण विकास मंत्रालय, भारत सरकार के पत्रांक F.No.J-11060/7/2016-RE-III दिनांक 09.05.2016 के द्वारा इस संबंध में दिशानिर्देश एवं प्रपत्र दिये गये, जो पत्र के साथ संलग्न है । नये परिसम्पत्ति पंजी के संधारण हेतु, दिनांक 15.06.2016 तक का लक्ष्य रखा गया है
17. Samarthya की प्रगति-NIRD में प्रशिक्षित किये गये STRT (कार्यपालक अभियंता) को भी विडियो कॉन्फ्रेंस में भाग लेने हेतु अपने स्तर से निदेशित किया जाय ।
18. पर्यवेक्षण- सभी तकनीकी पदाधिकारियों एवं प्रशासनिक पदाधिकारियों के स्तर पर मनरेगा के कार्यों के पर्यवेक्षण हेतु कार्यक्रम बनाया जाय ताकि मनरेगा और प्रधानमंत्री आवास योजना ग्रामीण अंतर्गत कार्यों का स्तर बेहतर किया जा सके ।

अनु0- यथोक्त ।

विश्वासभाजन


12.05
(सी0 पी0 खंडूजा)

निदेशक, सामाजिक वानिकी

पत्रांक 271671 /

पटना, दिनांक 13-05-2016

गा0वि0-8 (घ)- 133/2013

प्रतिलिपि:- श्री तारकेश्वर प्रासद, VC Co-ordinator NIC, श्री शैलेश कुमार श्रीवास्तव, NIC श्री पाणीग्रही, NIC को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित । अनुरोध है कि उपरोक्त तिथि एवं समय को VC हेतु SLOT बुक करने की कृपा की जाय ।


12.05
निदेशक, सामाजिक वानिकी

पत्रांक 271671 /

पटना, दिनांक 13-05-2016

गा0वि0-8 (घ)- 133/2013

प्रतिलिपि:- आई0टी0 मैनेजर, ग्रामीण विकास विभाग को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित ।


12.05
निदेशक, सामाजिक वानिकी

पत्रांक 271671 /

पटना, दिनांक 13-05-2016

गा0वि0-8 (घ)- 133/2013

प्रतिलिपि:- सचिव के आप्त सचिव को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित ।


12.05
निदेशक, सामाजिक वानिकी

F. No. J-11060/7/2016-RE-III
Government of India
Ministry of Rural Development
Department of Rural Development
(Mahatma Gandhi NREGA Division)

Krishi Bhavan, New Delhi
Dated: 9th May, 2016

To

The Special CS/Principal Secretary/Secretary in-charge MGNREGA
Department of Rural Development
All States/UTs

Subject: Introduction of 'Fixed Asset Register' under MGNREGA.

Madam/Sir,

Creation of durable assets and strengthening the livelihood resource base of the rural poor is an important objective of the MGNREGA Scheme. The importance of fixed asset register, for registering the durable assets created under any scheme/ programme cannot be overemphasized. We simply tend to lose sight of valuable assets created, in a scenario where there is no well organised register for assets.

2. The list of benefits that can be derived by creating a full fledged asset register are endless, one significant benefit being that one has insights for future planning. Secondly, a good internal control require that we have physical control over our resources. Now, how does one go about implementing control measures if there is no record of what is owned? Lastly, an up-to-date fixed asset register would serve as audit evidence that any inspecting authority may require, to express their opinion on the credibility of any Mahatma Gandhi NREGA works.

3. To achieve this goal, Ministry has revised and simplified the Asset Register in supersession to its earlier Asset Register prescribed under Mahatma Gandhi NREGA guidelines. The new asset register, also known as a **Fixed Asset Register (FAR)**, is simply a physical form of record that clearly identifies all the assets that have been created under the Mahatma Gandhi NREGA, by undertaking various permissible works listed under Schedule- 1 of Act or through convergence. The register will be able to quickly retrieve information on an asset, including its description, date, location, convergence scheme, and works performed. This new register will also give the capability to track changes of an asset throughout its life-cycle from the moment it is entered into the register, and then tracking it through its various stages of development.

4. There are two Parts of the FAR.

Part A: Details of the Asset and,

Part B: Work Details of the Asset. (enclosed)

The detailed guidelines for filling up the register is also enclosed and it is important to follow instructions minutely. In the new new format, an asset can have


multiple works associated with it. It is imperative to explain the differentiation between works and assets, to the field functionaries, who would perform key function in filling up the FAR. The register will be maintained at Gram Panchayat level and for any queries kindly write to kushal@nic.in

5. It has been decided that during the first phase, the register should be filled for all assets created for works completed on or after 1st April 2016 onwards. Compliance for this will need to be entered into the NREGASoft MIS. The deadline for creation of asset register with up-to-date information in all Gram Panchayats is **15th June 2016**.

6. The states/UTs are requested to issue suitable instructions to all concerned and regularly monitor the creation of asset register. This is an important initiative of the MoRD and will be reviewed frequently.

This issues with the approval of Secretary, Rural Development.

Yours faithfully


9/5/16.
(Dr. Kushal Pathak)
Director(MGNREGA)
Tel. 23384541
kushal@nic.in

Copy to:

1. Sr. PPS to Secretary(RD).
2. PS to AS(RD)
3. PSO to AS & FA
4. PS to CEA
5. PPS to JS(RE/SAGY)
6. All Joint Secretaries, Department of Rural Development
7. All officers of the level of Under Secretary & above in MGNREGA Division.
8. Sh. Satish Ranjan Sinha, Consultant (MGNREGA) who will be the nodal person for resolution of any queries and effective implementation in a time bound manner.
9. All Consultants in MGNREGA Division.
10. NIC for uploading on the website

Asset Register Serial No. : _____

FIXED ASSET REGISTER

MGNREGA WORKS

(COVER PAGE)

Name of the Gram Panchayat	
Name of the Block	
Name of the District	
Name of the State	

Previous reference	Later reference

Part - A: Details of the Asset

Name of the Village:

Address:

1. Asset ID		
2. Name of the Asset		
3. Class of the Asset		
4. Description of Asset		
5. Date of Completion of Primary Asset		
6. Individual Beneficiary (if applicable)	Name:	J C Number:
7. Name of the Scheme(s) used under Convergence		

(Signature)

Name & Date.....

Procedure for filling up the Asset Register

1. The Asset Register has 2 parts.
 - 1.1. Part –A Details of the Asset: having details relating to the Asset.
 - 1.2. Part – B Work details of Asset: having names and cost details of all works tagged under this asset.
2. There is a difference between Works completed under MGNREGA and Assets being created. Not all work completion will lead to creation of new asset. There may be cases where the work is performed on the existing asset created earlier under Mahatma Gandhi NREGA.
3. The work finished under MGNREGA will either create a new asset or will link up to an existing asset. When the work is finished for the first time under Mahatma Gandhi NREGA, it will invariably create a new asset that will be called as the 'Primary Work'. Any work done under the existing asset will be considered as 'Subsequent Works'. Thus, it should be remembered that, under this nomenclature each work which is completed may or may not result in creation of new asset.
4. This one asset register will be maintained at gram panchayat level. This will be a permanent register and will not be maintained year wise. New register will be opened only when all the pages of existing register are filled. All such registers will be numbered sequentially and maintained together.

Detailed Procedure

5. **Part – A: Details of the Asset**
 - 5.1. **Identifiers:** Enter the Serial Number of the Asset as per the serial of the register, enter the Page Number and the name of the village (it may be revenue village or easily identifiable hamlet name). Also enter the Address. The Address should be complete to easily reach the location as far as possible.

- 5.2. **Row-1: Asset ID** – This Asset ID should be taken from NREGASoft.
- 5.3. **Row-2: Name of Asset** – Give the Name of the Asset. (which may be similar to the primary Work Name or unique name to identify the Asset. The asset name need to be assigned only on the completion of primary work, and subsequent works on the same asset will be entered in Part – B.)
- 5.4. **Row-3: Class of the Asset** – Enter the Type of work as per works nomenclature under schedule -1 of MGNREGA Act. It will be same as type of work category it has been entered in NREGASoft. Remember that Class of the Asset need to be entered for the primary work only and only once.
- 5.5. **Row-4: Description of Asset** – Enter the description of the asset like dimensions, purpose, outcomes, etc..
- 5.6. **Row-5: Date of Completion of Primary Asset** – Enter the date and year of completion in a separate column as indicated.
- 5.7. **Row-6: Individual Beneficiary** – Information is to be filled only in case of Individual Works, otherwise 'Not-Applicable (N.A)' should be written. The name of the head of the household and the job card number of the household will be entered in such cases.
- 5.8. **Row-7: Name of the Schemes used under Convergence** – Enter the name of the Scheme(s) if the work is taken up under Convergence with Central /State Schemes, Line departments & agencies, 14th Finance Commission etc..
- 5.9. **Signature:** The Part A should be signed by the user who is filling up the form and who is authorised along with the name and date of entry.

6. Part – B: Work details of Asset

- 6.1. This information need to be filled during creation of asset (completion of primary work) and after completion of subsequent work(s) on the same asset. All the works done under the asset need to be entered as and when it happens. In Row-1, the details of the primary work are to be entered and in subsequent rows, the details of subsequent works are to be entered sequentially.
- 6.2. **Column-2: Work ID** – The Work ID of the primary work and subsequent works will be taken from NREGASoft and entered here.
- 6.3. **Column-3: Date of completion of work** – The date of completion of work (i.e., the date on which the project completion report is entered in NREGASoft) is to be entered here.
- 6.4. **Column-4: Work Name** – The name of the work against the Work ID is to be entered here.

- 6.5. **Column-5: Person Days** - The number of person days (Unskilled) generated against the Work ID on completion of work is to be entered here.
- 6.6. **Column-6: Unskilled Labour** - The total expenditure incurred on completion of work against unskilled labour component (wage component) is to be entered here.
- 6.7. **Column-7: Material including Semi/Skilled Labour** - The total expenditure incurred on completion of work against material component is to be entered here. Material component includes cost of materials used as well as expenditure incurred in payment of semi-skilled and skilled labour.
- 6.8. **Column-8: Other Funds** - This column is to be filled only in the case where the work has been carried out under convergence of funds between MGNREGA and other programme /agencies. In this column, the total expenditure that has been met from allocations from schemes other than MGNREGA.
- 6.9. **Column-9: Name & Signature** - In this column, the name and signature of the person authorized to make entry is to be entered.

Level wise Bank Balance		
S No.	Level	Bank Balance
1	ARARIA (District)	5,766,364.99
2	ARWAL (District)	1,360,339.38
3	AURANAGABAD (District)	4,003,112.70
4	BANKA (District)	13,023,359.30
5	BEGUSARAI (District)	23,964,723.32
6	BHAGALPUR (District)	15,180,700.42
7	BHOJPUR (District)	3,941,640.19
8	BUXAR (District)	39,602,896.43
9	DARBHANGA (District)	15,663,371.17
10	GAYA (District)	46,684,844.71
11	GOPALGANJ (District)	33,639,367.62
12	JAMUI (District)	7,391,510.96
13	JEHANABAD (District)	2,237,384.77
14	KAIMUR (BHABUA) (District)	35,177,601.16
15	KATIHAR (District)	11,861,135.25
16	KHAGARIA (District)	7,288,801.03
17	KISHANGANJ (District)	7,782,385.29
18	LAKHISARAI (District)	660,137.35
19	MADHEPURA (District)	11,738,190.58
20	MADHUBANI (District)	23,079,567.83
21	MUNGER (District)	1,710,962.35
22	MUZAFFARPUR (District)	7,523,009.15
23	NALANDA (District)	19,731,050.06
24	NAWADA (District)	6,690,280.89
25	PASHCHIM CHAMPARAN (District)	18,245,781.51
26	PATNA (District)	111,584,631.13
27	PURBI CHAMPARAN (District)	8,354,786.74
28	PURNIA (District)	32,199,968.02
29	ROHTAS (District)	108,078,298.52
30	SAHARSA (District)	14,842,667.31
31	SAMASTIPUR (District)	20,037,432.96
32	SARAN (District)	36,523,531.81
33	SHEIKHPURA (District)	296,105.50
34	SHEOHAR (District)	1,454,096.83
35	SITAMARHI (District)	42,909,230.01
36	SIWAN (District)	30,634,962.87
37	SUPAUL (District)	7,241,223.35
38	VAISHALI (District)	19,768,485.03
	Total	797,373,988.29