

**Minutes of 4<sup>th</sup> Steering Committee Meeting  
Social Audit Unit, Jharkhand**

The 4<sup>th</sup> Steering Committee Meeting was held on 15<sup>th</sup> September, 2017 at FFP building, Dhruwa. The Secretary, Rural Development, chaired the meeting and following members of the Steering Committee participated in the meeting

1. Mr. Avinash Kumar, Secretary, Rural Development Dept
2. Mr. Paritosh Upadhyay, Special Secretary cum CEO JSLPS
3. Mr. Rangnath Tiwari, Addition Secretary, Department of Finance
4. Mr. Hemant Kumar Senior D&AG
5. Mr. Jagdish Das D&AG
6. Mr. Yogesh Kumar Jha, Senior Account Officer, A.G
7. Mr. James Herenj, Convener MGNREGA Watch
8. Mr. Gurjeet Singh, State Coordinator, Social Audit Unit

The following participants from the Social Audit Unit team were also present:

1. Mr. Jay Kumar Verma, Social Audit Specialist- Process
2. Mr. Robert Antony, Social Audit Specialist- Capacity Building
3. Mr. Shiv Kumar Singh, Social Audit Specialist- MIS
4. Mr. Ujjwal Pahurkar, Consultant (SAU)

The meeting was started with an introduction of participants and explaining the objectives of Steering Committee Meeting and Agenda. As per the agenda the compliance of 3<sup>rd</sup> Steering Committee Meeting was shared with all as follows:

**COMPLIANCE OF 3<sup>RD</sup> STEERING COMMITTEE MEETING**

S.No	Key decisions	Response/Compliance
Agenda 1: Compliance of 2 <sup>nd</sup> Steering Committee Meeting– Process related to recruitments at the State, District level staff and empanelment of BRPs and VRPs and was shared in the meeting by the permission of Chair.		
Agenda 2: <u>Status of current activities under SAU/JSLPS</u>		
1	A. Recruitment at State and district level: a. Recruitment of Computer Operator cum Clerk- 1 position	Completed and person joined
	b. Recruitment of Office Assistance- 2 (1-Gen, 1-ST)	Written test has been completed, only General candidate selected as per norms and ST candidate could not qualify. Offer to selected General candidate has been sent and process is going on. For ST candidate there is need to re-advertise

	c. Recruitment of District Resource Persons (DRP)	11 post re-advertised and 9 DRPs out of 11 have recruited joined. For remaining 2 posts there is need to re-advertise
2	<u>B. Empanelment of Block and Resource Persons (BRPs) - By Promoting VRPs to BRPs through written and oral examination a committee chaired by CEO-JSLPS</u>	Earlier 197 BRPs have been trained. Another 65 VRPs were recommended by DRPs and through the process, committee chaired by CEO, JSLPS, 35 out of 66 were empanelled as new BRPs and 12 have undergone 30 days certificate course training at SIRD.
3	<u>C. Empanelment of Village Resource Person-VRPs</u> would be selected from amongst the vulnerable groups/SHGs/and from existing lot of Swayamsewaks who have been selected by Panchayati Raj Department by DRPs as per need but they would have to be trained before sending them for audits	205 SHG members and 114 Swyam Sewaks were trained.
	<b>D. Status of Social audits conducted and Test audits:</b> 1. Social audits /public hearings would have to be conducted at any cost and district would be informed to provide security and create enabling environment. 2. Test audits would be conducted in at least 5% of the GPs and the selection of GPs would be based on a. From where the report of collusion have been received b. Random sampling covering areas of different BRPs and VRPs 3. BRPs and VRPs of other regions would be sent for test audits under the guidance of state Resource group members	DRPs have been informing to DDC regarding team arrival to take necessary action, and DDC has been responding accordingly.  10 Panchayats has been selected  A team of BRPs and VRPs are being selected

<b>Agenda 3: Calendar and Budget for the year 2017-18</b>		
4	<p>A. Annual calendar was approved covering 1500 GPs across state including 5 GPs by SHG groups in Basiya block in Gumla</p> <p>Special Audit to be conducted in Kasmar block in Bokaro district:</p> <p>B. Annual Budget: CEO JSLPS, FM SRC and SAU team members can have a discussion later looking at the existing financial norms at all levels of JSLPS and put it on file for approval</p>	<p>Calendar is approved in 3<sup>rd</sup> Steering Committee Meeting to cover 1500 GPs (including MGNREGA and FFC)</p> <p>29 Special audit conducted in Bokaro, Latehar and Palamu districts</p> <p>Process completed and annual budget approved.</p>
<b>Agenda -4: Social audit of other schemes along with MGNREGA in current Financial Year</b>		
5	To conduct social audit of IAY and ICDS schemes also, along with MGNREGA schemes this year too. State Coordinator was given responsibility to share the reports of the social audit conducted with the departments and negotiate for extension along with demand for fund.	Pilot of IAY and ICDS has been conducted and data entry process is going on.
6	To submit a formal proposal to PR division of the RRD for approval of calendar and Budget for FFC fund social audits. It was decided that expenditures on this can now be carried out with existing funds and later adjusted with the funds made available by them	Proposal submitted along with calendar and budget submitted and approved by Panchayat Raj (PR) division, the remaining fund utilized but till date fund not received from PR division through social audit of FFC conducted in 759 panchayats out of 1500
<b>Agenda 5: HR policy of SAU</b>		
7	To discuss this in detail in the presence of CEO JSLPS next day so that each point can be discussed at length and HR policy could be framed	Interim HR policy of SAU has been discussed with CEO JSLPS along with SPM HR/JSLPS and FM/SRC. <b>Putting for final approval from Steering Committee.</b>
<b>Agenda -6 Engagement with CSO and CBOs</b>		

8	<p>A. Selection of District Social audit monitors and Civil Society Organization (CSOs) and Community Based Organization (CBOs):</p> <p>a) A committee needs to be formed with CEO-JSLPS, Prof. Ramesh Sharan and Senior DAG Parwej Alam.</p> <p>Mr. Alam requested to send an official request to PAG to seek permission for him to be part of this Panel.</p> <p>State Coordinator (SAU) would prepare a Comprehensive chart highlighting the experience and field presence of CSOs and CBOs and present it to the committee</p> <p>b) ToR needs to be finalized in consultation with the HR team, JSLPS for Monitors and CSO/CBOs</p>	<p>Total 38 applications have received for district social audit monitors and 52 application received from CSO/CBOs.</p> <p>Request for same has been sent to PAG</p> <p>TOR attached (annexure-1 for Monitors, page no. 9 and annexure-2 for CSOs/CBOs, page no. 10)</p>
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**Agenda -7 Advisory for actions for issues arising out of social audit findings**

9	MGNREGA comm. was requested to finalize it with the support of Planning cell and SAU	Planning Cell and SAU has finalized. Meeting of All stake holders scheduled on 18 <sup>TH</sup> Sept. Letter attached
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**Agenda -8 Others**

10	<p>Key issue: Material procurement issue related to Bariyatu and Herhenj block of Latehar district where payments have been made to IRCTC, Bajaj LIC, Sunlife, Clear Trip and Auto sweep for materials and these agencies are not at all involved in MGNREGA</p> <p>Key decisions: MGNREGA Commissioner to lodge a FIR against concerned officials and ensure that fake agencies are not paid like this</p>	
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	<p><u>Related to capacity building:</u></p> <p>B. SHGs, MNREGA wage seeker forums and VMCs would be trained in these batches. The travel cost would be born by SAU from training head</p>	<p>2 batches training scheduled from 14<sup>th</sup> September and additional 10 batches would be covered by 31<sup>st</sup> March, 2018.</p> <p>6 Training events for SHGs on Social Audit covered till date at SIRD.</p>
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After sharing of Compliance, the agenda of the 4<sup>th</sup> meeting was shared, discussed and decisions were taken on each agenda given in details below:

### **Agenda-1 Compliance of 3<sup>rd</sup> Steering Committee Meeting decisions**

- a) Related to filling up the vacant post of two DRPs for SC/ ST category, it was **decided** that years of experience could be relaxed from 3 to 2 years and all other office vacant positions to be filled through approved recruitment process.
- b) Related to finalization of selection of CSO/CBO to engage in social audit process which was shared in the 3<sup>rd</sup> Steering Committee. In the meeting it was decided that senior DAG be requested to be part of selection committee.
- c) A **decision** was taken that a request letter to be sent to Principal Auditor General again to nominate one member to be part of selection committee of CSO/CBOs/Federation and District Social Audit Monitor for engaging them in social audit process .
- d) For selection of civil society for engaging them in social audit process, it was **decided** that In the blocks where SHG federation formed under NRLM exist they will be empanelled in the blocks where they are not present, CSOs involved with CFT work would be empanelled and in rest blocks CSOs would be empanelled by selection committee as decided in 3<sup>rd</sup> steering committee.
- e) For Test audits, it was decided to form two teams led by Senior DRP Jagarayan with best performing BRPS and VRPs and cover 5% GPs in current FY. The protocol for the same was approved. (Annexure -3, page no 11)

### **Agenda- 2: Sharing of updates of social audit**

State Coordinator presented the current status of social audits and informed that 759 GPs have been covered for social audit of MNREGA and FFC against 1500 GPs notified for current financial year 2017-2018. It was informed that as per guidelines, social audit unit has to cover 50% panchayats in a year (ie 2200) but as per decision in the 3<sup>rd</sup> Steering Committee Meeting it was decided to cover 1500 panchayat as Social Audit Unit had relatively less manpower to cover 50% panchayat of Jharkhand. The State Coordinator informed that now Unit has sufficient team to conduct social audits in more GPs.

### **Decisions Taken**

- It was decided to send a letter from Minister of Rural Development to all 17 MPs, 81 MLAs and 24 Zila Parishad chairpersons for recommending 5, 2 and

1 panchayats respectively for social audits which are not notified in the calendar, so that the target of 2200 GPs can be covered too and the participation of these dignitaries can be ensured.

### **Agenda- 3 Sharing and approval of interim HR policy**

- Interim HR policy for Social Audit Unit, Jharkhand was presented with the rationale looking at the nature of Job related to social audits and the risk involved. CEO JSLPS informed that the same has been discussed with HR and account division of the JSLPS and found to be appropriate.

### **Decisions Taken**

1. The HR policy for SAU as Proposed, approved (annexure - 4, page no from 12 to 33)
2. It was decided that BRPs and VRPs also needs to be brought under insurance coverage as mentioned in HR policy. Secretary RD suggested to work out the funds needed for payments of premium to insurance company and compare it with the expected fund expenditure, if it is paid as ex - gratia and then a decision can be taken on the option which is economically viable.

### **Agenda- 4 Approval for State Level Positions as per MoRD, GOI, guidelines**

#### **Decisions Taken:**

The following State level positions has been approved as per MoRD, GOI guidelines. These post need to advertised and recruited as per MORD criteria and procedures along with ToR (Annexure-5, page no 34-38)

- Social Development Specialist -1
- Social Audit Specialist: HR and Administration-1
- Social Audit Specialist: Evaluation and Documentation-1

### **Agenda- 5 Sharing and approval for protocols for Social Audit Monitors and Civil Society Engagement**

- The protocols for social audit Monitors and Civil Society Organisation engagement was presented and discussed.

#### **Decision Taken :**

- Approved as Proposed (annexure 1 social audit monitors and annexure 2 for CSOs/CBOs)

### **Agenda-6: Sharing of training strategies for SHG women**

- The training roll out strategy for training of 5660 SHG member as Community cadres for social audit as mandated by MORD was shared along with training calendar and the minutes of meeting for developing strategies, which was held on 14<sup>th</sup> September, 2017.

### **Decision Taken :**

- It was decided that detailed strategy along with calendar, list of master trainers, selection criteria of participants and roll out plan will be prepared by SAU and put on file envisaging the future engagement of these community cadres in different processes of Social audit. A launch programme can also be designed for the same.

### **Agenda-7: Village Monitoring Committee and Mazdoor Manch orientation strategy**

- It was shared that during process of Social audits, Village Monitoring Committee and MGNREGA Majdoor Manch is being constituted.

### **Decision Taken**

- Decision to orient the VMCs and MMCs with available budgets allotted in approved Annual budget was taken with the support of empanelled CSO/CBOs and master trainers of SAU. MNREGA commissioner would send the letter for support at the block level regarding logistics.

### **Agenda- 8: Any other agenda by the permission of the chair**

These issues were also discussed by permission of the chair

- A. Bank Account for Depositing the Recovered amount and Penalty**
- B. Setting up the office space at district level**
- C. Impact study of social audit process in the state**
- D. Fund Availability to SAU**

### **The following decisions were taken in the meeting:**

- A. It was decided that a separate account will be opened at district level as mentioned in Audit of Scheme rules, 2011 and prescribed by MNREGA cell for recovered amount and for depositing the penalty amount a separate account will be opened at District level.
- B. Related to setting up the office at District Level: State Coordinator informed that all districts had been requested to allot space For keeping office records and documents related to Social audits..At present offices space has been provided in 5 districts and the amount of Rs 25,000/ that has been sanctioned in annual budget could be provided for procurement of Office furniture and equipments and contingency money to run the office can be sanctioned.
- C. It was decided to arrange for Office furniture as per JSLPS procurement norms and rates within allotted fund of Rs 25,000/ and a monthly contingency of Rs 500 was approved for all districts for Office expenses.
- D. Related to Impact Study of Social Audit: It was mentioned that an impact study is required to analyze the impact of social audits in the state.

Secretary MORD Suggested to request MORD, GOI, for conducting an impact study of Social audits in Jharkhand.

- E. Related to Fund availability to SAU: State Coordinator mentioned that SAU has a liability of around one crore to pay to Resource persons at various levels. He informed that since MORD, Govt of India has now mentioned in Master Circular to send the 0.5% of 6% directly to SAU, State MGNREGA cell is finding it difficult to fund it through their resources as requested by SAU.

**Decision taken:**

- It was decided as suggested by Secretary RD that funds will be made available to SAU immediately as demanded, from revolving funds, which will be reimbursed by SAU, when they receive it from MORD, Govt. Of India

State Coordinator informed about the ongoing Dialogue with Water and Sanitation mission for social audit of ODF panchayats and completion of 150 Villages social audit of JTDS related Projects.

The meeting ended with the vote of Thanks by State Coordinator.



(Avinash Kumar)  
Secretary, Rural Development Department  
Jharkhand