



SOCIAL AUDIT MANUAL

Mahatma Gandhi NREG Act (MGNREGS), & Indira Awaas Yajona (IAY), for Mizoram

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Social Audit Manual

(for Mahatma Gandhi National Rural Employment Guarantee Act, 2005 (MGNREGA)
& Indira Awaas Yajona (IAY)

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Dated Aizawl, the 1st May 2014



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T H U H M A

Mahatma Gandhi NREGA hian a tum ber chu thingtl[^]ng miretheite kum khat chhunga ni 100 inhlawhna hmanga chawikan hi a ni a. Scheme mai ni lo va Dan (Act) a nih vang hian hmasawna hnathawh kawngah kori a tu zual a, India ram pumah hlawhtling taka hman mek a ni.

Central sorkar hian thingtlang miretheite lei rem rapa hma an s[^]wn ve n[^]n Scheme / Programme chi hrang hrang tam tak a siam tawh a, heng Scheme-te hi a \angkai viau rualin a hna chu a nih tur ang takin thawh a ni em tih endik zuina a awm mumal loh avangin a nih tur angin hlawkpui a ni lo va. Tin, heng sum lo kalte hi VC/VEC te kutah a lut a, mipuiin an hriat pui lo tluk a ni a, sum pelhe pawh engemaw zat chu a awm tawh \hin niin a lang.

Mahatma Gandhi NREGA leh IAY-ah hi chuan hnathawk endiktu tur Social Audit Forum mumal takin siam a ni a. Endiktu pawh mipui kalkhawm (Gram Sabha) a ni. Thil engkim, sum hmuh zat, eng hna nge, engtia thawh tur nge, tih leh a \ul awm apiang mipui vantlangin an hre vek tur a ni a. Mawhphurhna nei apiangte pawhin an mawhphurhna an hlen chhuak vek tur a ni. Engkim langtlang (transparency) leh mawhphurhna hlen chhuah ngai (accountability) hi **Mahatma Gandhi NREGA** hian a ngai pawimawh >m >m a ni.

Social Audit hi a pawimawh >m avangin he Scheme khawihtu **Official** te, **Social Auditors**-te leh mipuite pawhin kaihhruaina leh dan ang thlap a thil an tih theih nan kaihhruaina - **Social Audit Manual** hi tih chhuah a ni a. He hna hlen chhuak tur hian kan Officer leh Staff-ten \hahnemngai leh taima takin hma an la a, he lehkhabu hi kan puitlin thei ta a ni. He **Social Audit Manual** hi **Mahatma Gandhi NREGA** leh **IAY** kaihhnawih khawihtu zawng zawngte'n \angkai taka hman \heuh i tum ang u.



Dated Aizawl, the _____ May 2014

L. Fanai I.A.S

Commissioner & Secretary
Rural Development Department
Mizoram : Aizawl

THUHMA

Ministry of Rural Development, Government of India chuan MGNREGA leh IAY hnuaia hmalakna-te endik a nih theih n[^]n, khaw tinah **Social Audit** neih ngei ngei turin ruahmanna a siam a. He mi at[^]n hian **MGNREGA Audits of Schemes Rules – 2011** pawh June 31, 2011 khan Government of India chuan a tichhuak tawh a. MoRD-in **Social Audit** at[^]na hman tur kaihhraina (Training Modules/training materials) pawh a ram \awng (vernacular language)-a buatsaih tura a tih angin, Social Audit Unit, Mizoram-chuan, **Social Audit** hna thawktute hriat tur pawimawh, Mizo \awng ngeia Lehkhabu an siamchhuak hi a lawmawm hle a ni.

He **Social Audit kaihhraina** bu-ah hian Mizoram-a MGNREGA leh IAY hnuaia Social Audit kalpui anih dan tur ziah a ni a. A kimchang thei ang bera ziah ni mahse, zia kim sen loh a awm ang tih hrereng chungin, chhawr tangkai nise a duhawm hle a ni. Mahatma Gandhi NREGS hnuaiah Mizoram chuan kum 2006 – 2013 chhungin cheng vaibelchhe 129.26 chuang a hman tawh a. IAY hnuaiah pawh kum 2007-2012 chhungin cheng vaibelchhe 5.92 chuang a dawng tawh bawk a. Heti zat pawisa kan hmuh tawh hnua hian, Mizoram-in heng kan pawisa hmuhte hi kan hmantangkai em ? Inbihchian n[^]n hmanzila a \ha hle awm e.

Mizoram chhunga, Rural Development Department hnuaia **Social Audit** hna thawktute leh **Social Audit** Training petu-ten \angkai taka he lehkhabu hi hman a nih theih nan duhsakna ka hlan e.

Signature

Chapter – I

SOCIAL AUDIT AWMZIA LEH TIH DAN TUR

Mizo ten **Social Audit** kan hmelhriat tanna chu kan rama Ni za inhlawhna kan tih mai, **Mahatma Gandhi National Rural Employment Guarantee Act, 2005**, kum 2006 kumtawpa a lo chhuah tanna khan a ni mai awm e.

Social Audit tih chu “*Scheme leh Programme ten thawh a tum ang taka sum leh pai lo kal chu thawh a ni ta reng em tih leh engtiang fakauin nge mipuiin an hlawkpui tih mipui (Beneficiaries) leh a thawktu (Implementing Agency) bakah Sorkar hnathawk (Official) ten a hmun ngeia an endik a, thil felhlel awm te chawpchilh taka an siam fel/tih dik ngalna hi a ni*” kan ti thei awm e.

Europe ram thenkhatah kum 1980 hmalam khan Company thenkhat chuan an hnathawktute welfare ngaih pawimawh avangin an thawhchhuah (Production) leh hmanral (Expenditure) te chu a thawktute hmuh leh hriat ngei turin Hnathawktu pawl aiawh nen Company lam hotute tangrual chuan an sum leh lai chevel an endik ho thin a. A thawktuten Company-ah rinna an nghahna atan leh tul lova sum leh pai bothlau awm thei nasa takin a veng niin an hria a. An zawngchhang hle nghe nghe a ni.

Kum 2001 bawr khan People’s Union for Civil Liberties (PUCL) of Rajasthan chuan Supreme Court-ah Public Interest Litigation (PIL) an thehlut a. Chutih hunlaia Khawkheng leh tam tuartute chu sorkar mawh ani a, sorkarin a enkawl chu a mawh a ni an ti a. Tanpuina (Drought relief Programme) sem dan chungchang pawh nasa takin an buaipui a.

India rama **Social Audit** concept tak rawn buaipui hmasatute chu Rajasthan-a Mazdoor Kisan Sangathan (MKSS) te hi an niawm a. An ni hian 1990 bawr vel khan Drought Relief Programme- chu mipui fuih phurin an enpui thin a. Thil diklo engemaw zat pawh an hmuchhuakin, an siamtha nghe nghe a ni. Kum 2005-a Right to Information Act a lo chhuah khan Information te chu an dil chhuak a, mipuiin an chanvo an chang tak tak em tih a huhova endikna ‘Jansunwai’ hun an hmang thin a. Sorkar sum tihchingpen nasa takin a veng a, a hmu tur dik takin tanpuina an dawn phah a ni. Hetiang deuh hian Andra Pradesh-ah pawh MKSS leh Department of Rural Development (DoRD), Andhra Pradesh hnuaia Strategy and Performance Innovation Unit (SPIU) ten National Food For Work (NFFP) hnuaia hnathawh te chu an endik a ni.

Kum 2005-a National Rural Employment Guarantee Act a lo chhuah khan Section 23 leh 24 behchhanin **Social Audit** chungchangah Schedule II-ah kum khatah **Social Audit** vawi 2 tal neih ngei tur anih thu a rawn tarlang a. Hemi Section behchhan hian Central sorkar chuan **‘the Mahatma Gandhi National Rural Employment Guarantee Audit of Scheme Rules, 2011’** a rawn siam a. Tin, Schedule – I of the Mahatma Gandhi NREGS, 2005-ah **Social Audit** pawimawh zia leh a tih dan tur tlem a inziak bawk. Operational Guideline, 2013 Chapter – 13 ah hian **Social Audit** pawimawhna te, a tih dan tur leh report pek dan tur a rawn tarlang a. Chutiang chuan National Institute of Rural Development (NIRD) Hyderabad chuam Module tha tak mai a siam a, training te pawh a pe thin. Chutiang bawk chuan State Institute of Rural Development, Mizoram, Kolasib pawhin training a pe thin bawk.

Ministry of Rural Development hnuia Centrally Sponsored scheme dang, Indira Awaas Yajona (IAY)-ah pawh hian Guideline, 2013 Para 8.3-ah hian kum 1-ah vawi 1 tal **Social Audit** neih tur anih thu a tarlang a. National Social Assistance Programme (NSAP) Guideline, 2014 Para 6.10 pawhin kum 1-ah vawi 2 tal **Social Audit** neih tur anih thu a tarlang a. National Rural Livelihood Mission (NRLM) Frame-works Chapter – VII & Ajeevika Skill Guideline, 2013 para 6.3 ah hian **Social Audit** chungchang a tarlang a. Integrated Watershed Management Programme (IWMP) Guideline, 2011 Para 86-ah hian **Social Audit** buatsaih chu State Level Nodal Agency tih turah a dah bawk a ni.

1. SOCIAL AUDIT AWMZIA :

= **Audit** tih thumal hi endik, ennawn, thlirlet ti te pawhin a sawi fiah theih ang. Audit dan hi chi hrang hrang a awm a, chungte chu : **Government/Institutional Audit** – Sorkar emaw, Pawl/Organization in anmahni huangchhunga an inendik te, **People Audit** – mipui emaw, pawl hovin emaw, thil endik tul nia an hriat, anmahni thua an endik ve ngawt thin te leh **Social Audit** te hi a ni a. **Social Audit** tih awmzia chu *scheme leh programme te a chhawrtu mipui te awm lai leh an tel venna ngeia vantlang emaw pawlho in emaw scheme leh programme an endik hi a ni a*, hna thawh quality endik te, pawisa pekchhuah zat te, mihring chhawr zat leh hmanrua hman zat endik te pawh a huam vek a ni. **Social Audit** danglamna chu mipui, a hlawkna teltu, a thawktu leh sorkar lam atanga action la thei nghal an awm kim vek hi a ni a. **Social Audit**-ah chuan Sawrkar lam a hotu ten **Social Audit** kalpui anih ngei nana tan lakna hi a ni.

2. SOCIAL AUDIT NEIH A TULNA CHHAN :

= India Prime Minister zahawm tak, Pu Rajiv Gandhi-a khan *‘India rama rethei chhanchhuahna tur scheme pawisa zaa 75 chuan a thlenna tur a thleng lo a ni’* a ti thin a. Mirethei khaichhuahna tura schemes chi hrang hrangte chu a nihna ang taka kalpuina tur leh mipuiten neitu rilru pua phur taka an thawh ve theihna turin **Social Audit** hi neih a ngai a. Sum leh pai bo thlau awm lo tur leh a hmanna tur dik taka kalpui a nihna turin **Social Audit** neih a tul a. Amaherawh chu, **Social Audit** hi mi

diklohna hai chhuah tum ngawr ngawrna hmanrue a tan hman tur ani lova, thil kal diklo siamthat tumna rilru leh a tha zawng a mipui te kaihhrueina hmanrue atana hman tur ani. Tin, politics thil a inrawlh tur a ni lo bawk.

3. SOCIAL AUDIT TUM TLANGPUI TE :

= Langtlang leh mitin hriata thup awm lova Scheme kalpui anih theihna turin;

- Scheme/programme a hnathawh chu mipui te rintlaka kalpui anih theihna turin;
- Scheme kalpuina-ah mipui vantlang an tel tam theihna turin;
- Mipuiin an dikna chanvo an hriat theihna turin;
- Chak zawk leh chhawrnaawm zawka scheme kalpui anih theihna turin;
- Thil tidik lotu chu tidiklo ngai tawh lo tura hrem anih theihna atan;
- Thil diklo awm thei veng turin.

4. SOCIAL AUDIT TITU TUR ?

= MGNREG Audit of Schemes Rules, 2011 a tarlan anih dan chuan Heng **Social Auditors** te hian atul dana hma lain, **Social Audit** an kalpui ang a.

1. A hmasa berah chuan Act, Rules leh Guidelines ten an phut angin State-ah **Social Audit** Unit (independent organization) a din tur a ni a, chutiang mi chuan a tul dan angin **Social Auditors** tur hetiang lama tawn hriat nei tawh pawl emaw, mimal emaw atangin a ruat tur a ni. Chung a mi ruat te chuan mahni khua lovah **Social Audit** hi an nei tur a ni. Kumtina an sum mamawh tur ang an pe ang a. Social Audit Unit chuan Social Audit Calendar te, Social Audit Manual te a siang ang a. Training leh Awareness te pawh a pe ang. Unit/Directorate-ah chuan Administration, Finance, **Social Audit**, Monitoring leh Training lam buaipuitu tur bik dah tur a ni a. State Resource Person tur a ruat bawk ang. (Annexure – entel nise)
2. **Social Audit** Directorate chuan State sorkar nena inberawnin District level a **Social Audit** enpuitu leh zirtirtu (Resource Persons) ruat anga. District Resource Persons chuan a district chhunga **Social Audit** buatsaih a neih dan ngun takin a vil reng ang a. (Mizoram ang state te, District khat chhunga Block 2 – 4 chauh awmna angah hi chuan Block Resource Persons hi awm ta lo mai sela, Social Audit Directorate a chak tawh phawt chuan tha taka kalpui theih a ni thovang.)
3. **Social Audit** Directorate chuan State sorkar nena inberawnin Village level **Social Audit** Facilitator/Resource Persons a ruat ang a. He hna thawk tur hian Rural Development Ministry, Government of India in Bharat Nirman Volunteers (BNV) te chhawr tangkai tura a tih angin a ruat thei a. BNV awm lohnaah chuan ruahmanna remchang awm apiang siam theih a ni.
4. State Resource Persons leh District Resource Persons te chu **Social Audit** Directorate/State Institute of Rural Development lamin **Social Audit** neih dan turah zirna (training) tha tawh tak pe hmasa phawt tur a ni a.

5. State Resource Persons leh District Resource Persons te chuan Village **Social Audit** Facilitator/Resource Persons te chu zirtirna (training) pe chhawng leh ang.
6. Village **Social Audit** Facilitators te chuan **Social Audit** an tihna tur khuaa **Social Auditors** tur mi an sawm belh ang a. Chung mite chu Facilitator te hian **Social Audit** tih dan tur an zirtir chhawng ang a, **Social Audit** an tihpui nghal ang.
7. Village Social Auditor tur hi anmahni chauh an ni lova, a hruaitu bik an ni mai a. Audit titu tur tak tak chu mipui, kum 18 tling chin tawh phawt, chu khuaa cheng ngei te chu an ni.
8. Village **Social Audit** Facilitator/Resource Persons tur hian mahni awmna/chenna khuaah kal theih a ni lo.

5. A KALPUI DAN TUR :

A kalpui dan tur hi Khawvelah tih dan hrang hrang a awm a, Mizoram atana tha ber tur leh him ber tura ngaih chuan hetiang hi anih a rinawm :-

1. Mahatma Gandhi NREGS hnuaiah **Social Audit** neih anih dawn chuan Audit of Scheme Rules, 2011 leh Operational Guideline, 2013 in a sawi angin **Social Audit** neih tur anih thu leh neih hun tur chu a awptu District Programme Coordinator leh Programme Officer te an hrih hmasa tur a ni a. Anni pawhin ruahmanna an lo siam awk tur a ni.
2. State-a **Social Audit** lam buaipuitu bik chuan **Social Audit** kalpuina lai tur khuaa an Audit-na tura pawimawh chi hrang hrang – Plan & estimate copy te, sanction order copy te, pay order copy leh thil tul dang lo lakkhawm tur a ni a. Heng te hi Implementing Agency – DRDA/Block office atangin a hmuh theih ang. Implementing Agency hian **Social Auditors** te hi an pe ngei tur a ni a. An pek duh loh chuan MGNREG Act, 2005 Section 25 angin an chungah hremna lek theih a ni. Chung lehkha te chu a tul dan angin Photocopy siamin **Social Audit** titu tur te hnenah pe chhuak se.
3. **Social Auditors** te chuan an Document neih ang an phawrh ang a. Village level-a an records lo neih/kawl te nen a inmil vek em tih an en ang a. (Annexure – a Check List siam hi MGNREGS leh IAY bika a enna tur chu a ni)
4. Documents te an enfel zawh tawh chuan Pawisa hmanna an enfel leh ang a, Record danga pawisa hmanna anga tarlan leh a taka hman kha a inmil em tih an en fel leh ang a. A inmil lo a awm chuan a chhinchhiah ang.
5. Records leh pawisa hmanna an en zawh chuan an hnathawhna hmunah an kalchilh ang a. Plan & Estimate ang takin an thawk em tih an en ang a, an hnathawh chu sum sen en a inphu (Commensurate) em tih an en ang a. Heta tan hian a tul dan azirin Measuring tape te pawh ken tel a ngai mai thei.
6. **Social Auditors** te hi Technical lama mithiam vek an nih lem dawn loh avangin han ngaih maia a awm tawh vela an riruat theih kha a tawh mai tura ngaih a ni.

7. **Social Auditors** te hian a hmuna hna an en chhuah vek hnuah in tinah lutin Door to door campaign an nei leh ang a. MGNREGS hnuaiah chuan Job card an nei em tih te, an dil em tih leh a dang dang an zawt ang. (An zawhna tur hi Annexure- ah tarlan a ni)
8. Door to door campaign an neih zawh hian Report an ziaak chhuak vek ang a. Gram Sabha (End process) a mipui hnena sawi turin an Report an buatsaih ang.
9. Vantlang Rorel inkhawm koh ni tur chu chuai Disitric le Block thuneitute tel ngei theih hun tur mila bituk tur a ni a. An tel ngei a ngai a ni.
10. **Social Audit** Forum (Gram Sabha) hi Khuatinah, khaw hrang hrang chu a remchan dan anga hmun khata kohkhawm emaw Block thuthmunah emaw, District thuthmunah emaw a huho pawha neih theih a ni a. **Social Audit** Forum neih ni hian mipui, V.C leh a thawktute an awm ngei tur a ni.
11. Vantlang Rorel inkhawm (Gram Sabha) hi V.C te koh tur a ni a, an ko duh lo anih chuan MGNREG Act, 2005 Section 25-na angin Programme Officer chuan Cheng 1,000.00 thleng chawi tura hremna a pe thei.
12. Vantlang Rorel Inkhawm-ah hian kum 18 tling chin, khawchhunga cheng zawng zawng an tel thei a. A tel duhlo lui tlat hremna chu Village Council leh Programme Officer te inbe rawna siam theih a ni ang.
13. Vantlang Rorel inkhawm-a kim taka mipui kalkhawm tura tih hi Village Council te mawhphurhna a ni a. An kal that leh that lohah mawhphurhna latu chu MGNREG Audit of Scheme Rules, 2011 ang chuan Programme Officer a ni.
14. Vantlang Rorel inkhawm chu a tirah VCP emaw a aiawh, V.C lam an Chair phawt ang a. Chumi hnuah mipui kalkhawm zing atangin Chairman tur thlan tur a ni. Hetiang hi Chairman thlan tharin a tih hmasak dan tur indawt chu a ni :-
 - (i) Thuhma tlem a sawi ang a, programme indawt a chhiarchhuak ang.
 - (ii) Kalkhawm zing atangin Meeting Record ziaktu tur a ko ang a, (**Social Auditor**/Facilitator pawh an ruat theih)
 - (iii) **Social Auditor** te chu an thil hmuh chhuah ang sawina hun a pe ang.
 - (iv) **Social Auditors** te thil hmuh chhuah sawiselna emaw, thlawpna emaw a awm chuan mipui zing atangin sawizuina a hawng ang. A mal te tein.
 - (v) **Social Auditors** ten thil diklo a hmuh emaw, rawtna an neih emaw leh mipui lam atanga zawhna a awm chuan Implementing Agency (BDO/VC) lam te a sawm ang.
 - (vi) Thu tihtluk ngai a awm chuan mipui kalkhawm te chu ban a phar tir ang a, a tam zawk zawk thutlukna chu pawm tur a ni.
 - (vii) **Social Auditors** ten an hmuh/sawi kher loh, mipui lam atanga rawtna emaw sawi duh an neih emaw chuan hun a hawng leh ang a.
 - (viii) Mipui hrilhfiyah ngai thil a awm anih chuan a chantu/chhang theitu/sawifiyah theitu awm apiang a sawi tir zel ang.

- (ix) Thil diklo a awm anih chuan a hmunah chil fel zel tur a ni a. A hmuna chil fel theih loh a awm anih chuan **Social Audit** Minute ah tarlan tur a ni.
 - (x) Sawihona zawh anih chuan Chairman chuan Minute chhiarchhuak turin Secretary/Recorder a sawm ang a. Mipuiin an remtih thlap hnuah an hming an ziaak ve ve ang a, chu Minute chu **Social Audit** Facilitators hnenah emaw Programme Officer hnenah emaw a pe ang.
 - (xi) A vaia an zawh hnuah inkhawm a tin ang.
15. Thil fel lo leh dik tawk lo hmuh chhuah a nih reng reng chuan siamthat nghal zel tur a ni a. Entir nan, Sum leh pai hman dikloh a awm chuan a tidiklotu chuan chawpchilh takin a hmunah a chawi nghal tur a ni a, Job Card chuang a awm a nih chuan a hmunah a kawltu chuan a kir leh nghal tur a ni. **Social Audit** hi thil diklo ngawr ngawr haichhuah tumna tur ni lovin, thil diklo siamthat tumna leh a siam that dan tur te sawi ho hmun a ni tur a ni.
 16. **Social Audit** Report chu Village **Social Auditors** ten ni 7 chhung ngeiin DRP te hnenah a pelut (Submit) tur a ni a. DRP te hian an District chhunga **Social Audit** Report chu an dawn kim atanga ni 15 chhung ngeiin **Social Audit** Directorate-ah Soft Copy in emaw, Hard Copy in emaw an thehlut ang.
 17. **Social Auditor** te lawman (honorarium) hi sorkartin a hunlai mil zelin a siam ang a. Tun dinhmuna **Social Audit** facilitator te lawman tur chu Sorkar-in a chhawr ni apiangin nikhatah cheng zahnih sawmnga (Rs. 250/-) zel a ni phawt ang a. **Social Audit** an tihna tura an kalna man tur chu Actual Sumo/Bus fare a ni ang a. Hei hi an awmna hmun atanga an va thawhna hmun inkarah chauh an bill thei ang. Sumo/Bus fare a awm loh chuan mahni Bike/two wheeler intumin Rs. 8/- per Km anga Bill tur a ni ang. Chutiangah pawh a la tih theih loh fo chuan a concerned DRP leh SA Directorate inberawna bithliah tur a ni ang. Hei hian Training neia kalna pawh a huam ang.
 18. **Social Auditor/Facilitator** te hi **Social Audit** ti tura an chhuah dawna, an tihna tuis senso zawng zawng chhut lawk atanga a pawisa zahve aia tlem lo pek hmasak tur an ni a. **Social Audit** Facilitators ten Actual Expenditure statement with Cash memo/Voucher an submit hnuah bill dang chu pek an ni ang.
 19. **Social Audit** Directorate chuan engti kawng zawng mahin Auditors te sum pek tur chu a fel phawt chuan Ni 30 aia rei an hrem sak tur a ni lo.

6. SOCIAL AUDIT NEIH HUNA INFORMATION MAMAWH TUR TE :

1. Plan of work (Estimate)
2. Gram Sabha hmasa rorel copy
3. Job card nei te hming list

4. Pawisa sanction na copy
5. Technical approval leh work order
6. Pay order, Muster roll copy
7. Measurement Book copy
8. Hlawh pekna chhinchhiahna pheik
9. Thil tul dang awm thei te.

A chungka kan tarlan Document tul zawng zawng hi Programme Officers ten **Social Audit** neih hma ni 15 chungin **Social Auditors** te hnenah an pe vek tur a ni. (MGNREGSAS Rules, 2011 Rules 7)

7. SOCIAL AUDIT A ENDIK TUR TE :

1. **Job card dilna** - thingtlang khuua cheng, Ni 100 inhlawhnaa chungkuua thawk duh tu zawng zawng chuan Job Card an dil vek em tih en tur ani;
2. **Job card** diltu te'n Job Card an dawng vek em ? Engzat in nge dawng a, dawng lo awm ?
3. Hna diltu ten hna dilna an submit em ? Receipt pek anni em ? Diltu zawng zawngin hna an hmu em ?
4. Mipuiin a hma kumah Hnathawh tur an thlang em ?
5. Hna chi hrang hrang thawh tura ruat ho te chu vantlang inkhawmin a pawmpui em ?
6. Dan ina Permissible Works a tih huamchhung a mi an ni em ?
7. Hna thawh tura chhawpchuah ho chuan Administrative sanction a nei em? Technical Sanction an pek an ni em?
8. Chumi hna thawk tur chuan Work Order an ti chhuak ngei em?
9. Work order angina an thawk ngei em ?
10. Muster roll hi vantlang hma-ah chhiar chhuah ani em? Hnathawktu signature emaw kutnemna a chuang em?
11. Hnathawktu te chu an hnathawh dan tur, a hmun leh tul dang – Danin a chanvo tura a pek te hrih hriat a ni em?
12. Measurement Book ah ziah luh ani em? Teh dik ani em? SoR nen a in mil em? Measurement dik tak ziah luh ani em?
13. Worksite facilities pek anni em?
14. Hlawh dik taka pek anni em?
15. Hna leh material quality that dan te enfiah a ni em? Tuin nge enfiah ?
16. Thil dang tul awm thei te pawh.

8. SOCIAL AUDITOR MAWHPHURHNA :

1. **Social Auditor** chuan a Audit tur scheme chu a hre bel hle tur ani a, mipui te a hrihfiah in a zirtir nghal tur ani.

2. A kalna bik tur khaw mipui te rilru leh chu khua a scheme kalpui dan a hrechiang hle tur ani a
3. A kalna tur khua a mi te hnenah **Social Audit** kalpui dan a zirtir ang a, mitin te teltir theih a tum tur ani.
4. Hna zawng tute leh mipui te ngaihdan te chu ziakin a vawng tur a ni.
5. Hemi hun lai hian thil diklo leh fel lo a awm anih chuan thuneitu te hnenah hriattir tur ani.
6. **Social Audit** neih laia thil hmuh chhuah leh hna thawktu te thil sawi chu report siama mipui hmaa chhiarchhuah a approve tir tur ani.

9. SOCIAL AUDITOR TE FIMKHUR TULNA :

1. Engtikawng mahin politics inrawlhthir tur ani lova, sorkar lam officer te pawhin diklo takin pressure an pe tur ani lo. **Social Audit** thianghlamna kha vawn nun reng tur ani.
2. Sorkar lam leh **Social Audit** team te mawphurhna siam chian a, inzahtawn thiam taka kal ho tur ani.
3. Eng pawl pawh nise **Social Auditor** te hian an pawl Agenda/Motto leh an mimal ngaihdan **Social Audit** process ah hian an telh thianga lo.
4. **Social Auditor** chu thlei bik neilo mi a ni tur ani. Audit kalpui lai leh report ziah laiin mimal duh zawng leh duh loh zawng te tihlan thian ani lova, thudik tak an ziaik mai tur ani.
5. Sakhua, chi leh eizawna kawngah inthlei bikna a awm tur a ni lo.
6. Khaw thenkhat-ah tha vak lova kalpui anihina finfiahna nen a awmna lai dik tak report tur ani, report ah hian finfiahna(proof) a ngai zel ani.
7. Mi tlem te zawhna zawh a thutlukna siam mai loh tur ani a, hna thawktu dang te nen zau zawk sawi hova a thutlukna siam chauh tur ani.
8. **Social Audit** Forum Report te hi District Resource Persons kaltlangin **Social Audit** Directorate ah theihluh tur a ni a, a copy pawh Porgamme Officer leh District Programme Coordinator pek tel nise.

10. SOCIAL AUDIT NEIH NANA HUN BITUK ZAT

- 1) Document endikna atan : Ni 1
- 2) Door to Door campaign leh Job card endik : Ni 1 - 2
- 3) Field visit, observation and Measurement neihna atan : Ni 1- 2
- 4) Report ziah fel hun atan : Ni 1
- 5) Gram Sabha (En process) atan : Ni $\frac{1}{2}$
- 6) Final Report ziah hun atan : Ni $\frac{1}{2}$
- 7) Web Portal-a Upload hun atan : Ni 1

Dan a inziak anih ang ngeiin **Social Audit** Directorate chuan tinin kum khatah vawi hnih tal **Social Audit** hi khawtinah an Conduct ziah tur a ni a. An conduct loh chuan an chungah hremna lehkawh theih a ni.

Chapter – II

THE MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT GUARANTEE AUDIT OF SCHEMES RULES, 2011*

(Published in the Gazette of India June 30, 2011)
(Mizo)

THUHMA :

He Rules hi Controller and Auditor General of India rawn hnuah sub section (1) of Section 24 of the Mahatma Gandhi National Rural Employment Guarantee Act, 2005 (42 of 2005) in thuneihna a pek ang Central sorkar chuan a siam a ni.

1. Short Title and Commencement :

- (1) He Rules hi Mahatma Gandhi National Rural Employment Guarantee Audit of Schemes Rules, 2011 tih a ni ang.
- (2) He Rules chhungah hi chuan Audit of Schemes-ah hian **Social Audit** a tel.
- (3) Official Gazette-a tihchhuah ni chu he Rules hman tan ni tur a ni ang.

2. Audit of Account :

- (1) District leh State Employment Guarantee funds te chu kumtin Director, Local Fund Audit emaw, a tlukpui thuneitu emaw Chartered Accountants in emaw a endik thin ang.
- (2) Director, Local Fund Audit emaw, a tlukpui thuneitu emaw Chartered Accountants emaw ten a schemes an audit report chu state sorkar-ah an thehlut ang.
- (3) State sorkar chuan a certified hnuah an audit report chu Controller and Auditor General of India leh Central sorkarah an thehlut ang a, Central sorkar chuan House of Parliament-ah a rang thei ang berin a pharh ang.
- (4) Controller and Auditor General of India emaw a aiawh tura ruat mi tu emaw pawhin hun a tih apiangah a Audit theihna thu a nei ang.

3. Social Audit to be part of audit of schemes :-

- (1) He Rules-a tarlan ang thlapin State sorkar chuan khaw (V.C huamchhung) tinah thla ruk dan apiangin he Dan hnuai hnathawh te chu vantlang inkhawmin thudik hailan (**Social Audit**) buatsaih turin a thuan (facilitate) ang.
- (2) State sorkar chuan pawisa kum khat chhunga **Social Audit** Report tlangpui khaikhawmna chu Controller and Auditor General of India hnenah a thehlut ang.

4. Social Audit facilitation :

- (1) State sorkar chuan Vantlang rorel inkhawm (Gram Sabha) in **Social Audit** an neih theihna turin independent organization (a hnuah chuan **Social Audit** Unit tih hlira tarlan tur) a ruat emaw a din emaw ang.
- (2) **Social Audit** Unit chuan hengah te hian mawh a phur ang :-
 - (a) Vantlang rorel inkhawm in tha taka **Social Audit** an neih theih ngeina turin thiamna leh theihna (capacity) a pe ang a; chutiang atan chuan mipui te chanvo dik tak haichhuak thiam/thin tlawmngai pawl (civil society organization) emaw mihring emaw te chu State ah te, District ah te. Block-ah te leh khaw tinah chhawr awm te chu a chhawrin a hmang tangkai ang.
 - (b) **Social Audit** tha taka neihna turin **Social Audit** format a duang ang a, an chhiar tur buatsaih, kaihhruaina leh kawhhmuhna siam;
 - (c) Dan hnuaiyah hlawhfaten an dikna leh chanvo dik tak an chan theihna turin zirtirna pek;
 - (d) A chhawr tangkaitu leh hnathawhna hmuna records te endik tura puih;
 - (e) Tha taka Vantlang rorel inkhawm (Gram Sabha) buatsaih leh thil hmuchhuah te chu sawiho hnuah thutawp siam;
 - (f) Mipui vantlang hmuh theih tura **Social Audit** report leh bawhzuina te phochhuah;

5. Social Audit pre-requisites :

- (1) A scheme hnuaiya thawktute atangin **Social Audit** buaipuina hi a hrang hlakin a awm ang..
- (2) **Social Audit** buatsaih chungchangah hian Scheme hnuaiya thawktute chu engti kawng mahin an inrawlh tur a ni lo.
- (3) A scheme hnuaiya thawktute hian social udit neihna tura pawimawh thil chi hrang hrangte chu **Social Audit** tan anih hmaa ni 15 a la awmin Programme Officer hnenah an thehlut tur a ni a, hei hian a chung a sub-rule (2) sawi hi a huam tel lo.
- (4) **Social Audit** neihna tura Resource persons tang tur te hi mahni khawchhung mi an ni tur a ni lo.

6. Process for conducting Social Audit.-

- (1) Kumtirah **Social Audit** Unit te chuan chumi kuma thla 6 chhunga vawi khat tal khaw tinah **Social Audit** neih anih ngeina turin Calendar an buatsaih tur a ni a, chu Calendar chu District Programme Coordinator in a tul anga ruahmanna a lo insiam vena atan a copy pawh pek ngei tur a ni.
- (2) **Social Audit** Unit leh a puihbawmtu in khawtina **Social Audit** nei tura a titu tura ruat resource persons te chuan a hnuaiya mite hi an endik ang –

- (i) Muster rolls, a hun chhunga hlawh pekna lehkha, mustar rolls-a ziah luh tawh hna thawktuten an thawh tak tak leh tak tak loh zawhfiah;
 - (ii) Hnathawhna hmun tlawh, record-a inziak anga thawh anih leh nih loh endik leh chhut chhuah;
 - (iii) pawisa chungchang ziahna bu, bank statements leh pawisa chungchang ziahna te chu a dik em tih leh report pek tawh chu a rintlak ngei em tih enfiah;
 - (iv) Pawisa pek tawhna lehkha, bill, voucher emaw chutianga ziah thil lei te chu estimate nen an inmil leh inren chung a lei a ni em tih enfiah;
 - (v) Scheme pawisa hmanna reng reng hnuaia thawktuten an pawisa hman dan enfiah;
- (3) Resource persons leh Programme Officer chuan **Social Audit** nei tura Vantlang rorel inkhawm neih niin inhlawhfa thin ho leh khawtlang mipui tam thei ang ber an tel theihna turin an hriattirin hma a la ang.
- (4) **Social Audit** neih lai hian, vantlang rorel inkhawm chuan **Social Audit**-a thil hmuhchhuah te chu an sawi hovin, langtlang leh inhawng takin inhlawhfaten an chanvo dik tak an chang em tih leh sumpai hman dan chu a fel ngei em tih an endik tlang tur a ni.
- (5) Vantlang rorel inkhawmah hian Village Council members zawng zawng te, he scheme hnuaia thawktu dang (Non-Governmental Organisation, Self Help Group leh hlawh semtu dang-a scheme khawih tu annih chuan) te zawhna chhang tur leh hrilhfiah turin an tel ve vek tur a ni
- (6) Hnathawh chungchangah khawchhung mi tupawhin zawhna zawtin, Vantlang rorel inkhawmah chuan a duh ang a hmuh theihna tura buatsaih tur a ni a. Tupawhin a ngaihda te, a thil hriat leh duh dan te chu zalen takin a sawi thei ang.
- (7) District Programme Coordinator chu Vantlang rorel inkhawm tha taka neih theihna turin a tel ngei tur a ni a, a theih loh pawhin a aiawh zo thei ngei tur officer a tir tur a ni.
- (8) **Social Audit** report chu tualchhung tawng hman tualleng berin ziaka mipui hmuh theih tura V.C notice board-ah tarlan tur a ni.
- (9) **Social Audit** neih ni apiangin hun hmasa lamah **Social Audit** neih hmasak tuma action lakna/bawhzuina report sawi thin tur a ni.

7. **Obligation of certain persons in relation to Social Audit. –**

- (1) Programme Officer chuan implementing agency zawng zawng te chu hriat tur tul zawng zawng heng – Job card Register, Employment Register, Work Register, Vantlang rorel inkhawm thutlukna, Sanction copy (Administrative emaw, Technical emaw Financial emaw), Works estimate, Work commencement order, Muster roll issue and receipt register, Muster roll, Wage payment A quittance & order, Materials – Bills

and Vouchers (Hna tinah), Measurement books (Hna tinah), Asset Register, **Social Audit** hmasa lama Action Taken Report, grievance or complaints register, **Social Audit** neih huna **Social Audit** Unit in tul tura an hriat format an duan hmanga an tarlan apiang pek leh a photocopy pek te. Chungte chhu Vantlang rorel inkhawm neih hma ni 15 a la awmin **Social Audit** unit hnena pek.

- (2) A chung a sub-rule (1) a tarlan hriat tura pawimawh te hi a hun laia mipui hmuh theih turin a awm turin a ni a; tin, a senso tlem thei ang berin photocopy pawh pek theih tur a ni.
- (3) District Programme Coordinator emaw officer tupawhin emaw zawm turin –
 - (a) Programme Officer kal tlangin Implementing agency te chuan **Social Audit** unit hnenah **Social Audit** atana pawimawh record zawng zawng te chu a pe vek em tih a enpui ang a;
 - (b) **Social Audit** report angina a tha zawka siamthatna (corrective action) a awm em tih enpui;
 - (c) Sum hman dik loh leh a hmanna tur anga hmang loh te a thing chhuak ang a; tin, a sum dawn letna te chu receipt petin emaw a sum lak let zat emaw chu a lak ngei thu ziaka dah/ pek tur a ni a;
 - (d) Hlawh tur sum lak sak anih chuan ni 7 chhung ngeiin a pawisa chu a neitu tur dik tak – inhlawhfa te hnenah chuan pek let tur a ni a;
 - (e) **Social Audit** neih atanga hmuh chhuah sum leh pai vawna atan Account hran a vawng tur a ni a;
 - (f) Dan angina a tula action lak (criminal leh civil proceeding emaw hna atanga ban emaw) a tidiklotu emaw a tidiklo hote, emaw mimal emaw te chu he scheme hnuaia Dan palzutna thilah leh sumpai hman dik loh chungchangah emaw hremna pek tur a ni.
- (4) **Social Audit** a thil hmuhchhhuah te atanga action lakna tur thil chu State sorkar mawhphurhna a ni ang.
- (5) State sorkar hmalakna leh an action taken report chu ngun takin State Employment Guarantee Council chuan a enpui ang a, State sorkar chuan State Legislature-ah a pharh thin ang.
- (6) **Social Audit** Unit dinna tur senso leh **Social Audit** buaipuina tur sum hi Central sorkar chuan a tul anga thupek tichhuakin a tum (assistance) ang.

[F. No. K-11033/50/2010 – MGNREGA]

D.K JAIN. Jt. Secy.

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 * Mizo tawnga lehlin a ni a, a saptawng zawk a rintlak zawk ang – K.T Pakhuangte.

Chapter – III

MAHATMA GANDHI NREGA OPERATIONAL GUIDELINES, 2013 CHAPTER – 13*

13. TRANSPARENCY AND ACCOUNTABILITY (Langtlang taka thil tih leh mawhphurhna hlen chungchang)

13.1 SOCIAL AUDIT: SAWI HAWNNA

13.1.1 Mahatma Gandhi NREGA nihphunga thil thar awm pakhat chu Dan Section 17-nain a sawi “**Social Audit**”, Sorkar-in a din leh a hriatpuia vantlangin sum hman dan an endik chhunzawm rengna hi a ni a. **Social Audit** nihphung chuan a hnuaia tarlan te hi a huam a:

i) Eng lai pawha tih chhunzawm reng, MGNREGA kalpuinaa a chhawng hrang hrangah vantlangin thil awmzia an chik leh hnathawh chin leh a quality te an finfiah ve zel leh

ii) GP tinah thla ruk chhungin vawi khat tal programme buatsaihin MGNREGA kalpuinaa thil tinreng thlir nawn a nih thinte hi.

13.1.2 Social Audit-in a tum bulpui chu Project hnathawhah te, dan leh Sorkar duh anga thil tihnahte mipui laka mawhphurhna dik leh fel taka hlenchhuah zel a ni ngei tih chian hi a ni.

13.1.3 Social Audit hi MGNREGA hnuaia langtlang taka thiltih, mipuite tela thiltih leh inrâwntlanna te, mawhphurhna hlenchhuah a nih ngeinaⁿ te a tangkai em em a. **Social Audit** hian mipuite tel ngeia thil tih leh hma lâk dan enzui te leh Audit kaihhruaina dan zawm zelte hi a hmer kawp tlat bawk.

13.1.4 MGNREG Scheme khawihⁿ anmahniin Scheme hi an in-audit thian loh avangin audit neihnaa mipuite tel tam tura inzirtirna leh, **Social Audit** neihpuitu pâwl (a hrana Sorkar-in a din) teⁿ **Social Audit** atana an puihbawmna te hi chak lehzuala kalpui a tûl bawk.

13.1.5 Social Audit hi thil tihsual hai lanna ni lovin, thil awmzia tak (fact) hai lanna a ni zawk a. Auditor (endiktu) hna ber pawh hlawhfa te leh an thawh dan chhinchhiahte leh hnathawhna hmuna hnathawh chinte chhui chian a ni a. “Auditor”-te hian mite dan bawhchhiatna puangtu (Prosecutor) emaw an inti tur a ni lo.

13.2 SOCIAL AUDIT FACILITATION (Social Audit mumal neih a nihna’na inkaihruaina)

13.2.1 Social Audit of Schemes Rules, 2011, Rule 4 chuan State tinteⁿ MGNREGS hnate mumal taka **Social Audit** neihnaⁿna kaihruaia puibawmtu tur bîk hi Scheme thawhnaa telna nei lo pâwl hran (independent organisation) awmsa ruatin emaw din chawp pawhin “**Social Audit Unit (SAU)**” a nei tur a ni a ti a. SAU hi

Scheme enkawltu Department/ Agency-a telna nei lo Society emaw Directorate emaw a ni thei a. Chu pâwl hotu ber (Director/ Chief Executive Officer (CEO)) kum 15 chhung tal mipuite tana thawk thîn pâwla mipuite dikna chanvo humhalh kawnga lo thawk tawh a ni tur a ni a. **Social Audit** kaihhruai hna tak thawk atan hian pawl dang, Scheme hna ruahman leh thawhnaa telna nei lo, mahse mipui dikna chanvo behchhana hma lâkna Programme-tea tawnhriat lo nei tawhte ruat lehchhawn theih a ni ang. He Directorate (SAU) hna thawk thei ni tura a ruangam tur ang chu **Annexure 31**- ah tar lan a ni.

13.2.2 Social Audit Unit chuan Gram Sabha-in **Social Audit** mumal tak a neih theihna^{na} lo puibawm / kaihruaitu turin State Resource Person (SRP) te, District Resource Person (DRP) te, Block Resource Person (BRP) te leh Village Resource Person (VRP) mamawh tur zât te a hrechhang ang.

13.2.3 Social Audit Unit chuan MGNREGS hna thawha hna rotling siam te a tha tâwk em tih, **Social Audit** neih laia lo bih chhangtu tur **“Quality Monitors”** a nei tur a ni a. Hei hian hna thawhte chu kumhlun tak leh tangkaipui ngei an ni tih a tichhang ang.

13.3 SOCIAL AUDIT PROCESS (Social Audit neih dan)

13.3.1 Kum bulah **Social Audit** Unit chuan chu mi kum chhung chuan GP tinah thla ruk chhunga **Social Audit** vawi khat tal (kum 1-ah vawi 2) nei theuh turin “Annual Calendar” a duang ang a, chu annual calendar copy chu a tul anga ruahmanna an lo siam turin DPC zawng zawngte a pe ang. **Social Audit** hi State pum puiah mumal takin (staggered manner) neih chhuah vek tur a ni.

13.3.2 Social Audit neihna tur khaw mipuite chu kim taka an tel ngeina turin Resource Person-te leh Programme Officer-te’n **Social Audit** neihna’n Gram Sabha koh a nih thu an hriattir tur a ni.

13.3.3 Social Audit Gram Sabha neih nî thlen hma ni 15 tal a la awm chhungin **PO-in SAU hnenah** hna enkawltu (implementing agency) te record zawng zawng, he’ng: Job Card register, employment register, work register, Gram Sabha minutes/ resolution, Sanction order copy (administrative or technical or financial), work estimates, work commencement order (hna thawh tanna tur Order), muster roll issue (pekchhuah) leh receipt (dawn) chhinchhiaha register, muster rolls, Hlawhfa hlawh pekna lehkha (bu), materials – bill leh cash memo (hna tin atan), Work tinte puala Measurement Book, Assets Register, **Social Audit** neih hmasaka Action Taken Report te leh Complaint Register te leh lehkha pawimawh dangte chu **Social Audit** mumal taka neih a nih theihna’n a lo pe lâwk diam ang.

13.3.4 Gram Sabha-in **Social Audit** a neihna’na lo puibawmtu atana SAU-in **Resource Person** a tirhchhuahte chuan primary stakeholders (Wage seeker/ Job Card holder) te nen he’ngte hi an lo finfiah vek ang a:

i) **Muster Roll:** audit-in a huam chin hun chhunga thawk leh hlawh pêk chu muster roll-a chhinchhiaha, an finfiah vek ang a.

ii) **Hnathawhna hmun** tlawhin ziaka chhinchhiahte leh a taka hna thawh chinte an finfiah ang.

iii) **Hnathawh** (mimal rama hnathawhte telin)-te dinhmun (a la hmantlak em? etc), a quality leh a chhawrtute lungawi dan leh an chhawrbâwk dan te.

iv) **Sum chungchanga** report pekte dik leh dik loh hriatna'n Cash book, Bank statement leh sum chungchang chhinchhiahna dangte.

v) **Estimate** ang leh tih dan tur duan angte zawm thlap zela hmanrua te lei a ni em tih hre turin Invoice, bill, voucher / cash memo leh hmanraw lei chungchang chhinchhiahna dangte.

vi) **Implementing Agency** (hna enkawltu)-te'n Scheme pawisa an hman chhuahna dang te.

vii) Job Card holder zawng zawngte hnena pawisa pêk dan „**wall painting**” (banga thu ziah) hmanga a ruangam tur ruat anga tar chhuah vek a ni em tih te, chuta tar lante chu www.nrega.nic.in –a report te, Block Office leh Panchayat (GP) Office-a report/record te nen a inmil chiah em tih te.

13.3.5 Social Audit nei tur hian Gram Sabha koh a ni ang a. Chutah chuan thil chi hrang hrang finfiahnaa thil hriat te sawihovin, langtlang taka thil tih a ni em tih leh mawhphurhna hlen chhuah a nih dan te, hlawhfate'n an dikna chanvo leh an dawn theihte an changin an dawng em tih leh mumal takin sum hman a ni em tihte ennawn tur a ni. **Social Audit** atana Gram Sabha neihna **hmun** hi vantlang hmun, mimal leh pawl emaw ta-tu bîk awm lohnaah koh tur a ni a, Panchayat hotu ber awmna veng/ khua/ thlawhbâwk/ khawper-ah koh loh tur a ni (Panchayat / Gram Panchayat pakhat hian kan VC neih ang ni lovin, khaw hrang hrangte a huam thîn a, chutiangah chuan Sarpanch/ President awmna veng/ khuaa GS koh a nih chuan thu a lai taw lo palh thei a ni ang:sird). Chû vantlang inkhawmah chuan chu Panchayat/GP member ni lo, chu khaw mi zinga kum lama upa deuh chu Chairman a ni ang a. **Thutlûkna chu vote la-in siam zel tur a ni**. Amaherawhchu thutlûkna kalh zawnga ngaihdan sawi lante pawh Minutes-ah chhinchhiah tel vek tho tur a ni. Meeting bul lamah **Social Audit** neih hmasaka rorel bawhzuina report chhiar chhuah phawt tur a ni a. **Social Audit**-ah hian MGNREGS hna thawhnaa mawhphurhna nei Sorkar hnathawk zawng zawngte chu Gram Sabha member-te zawhna chhâng fiah zel turin kim takin an tel ngei tur a ni.

13.3.6 District Programme Coordinator emaw a aiawha ruatin emaw Gram Sabha meeting hi felfai leh tluang taka neih a nih theihna'n a vil ang.

13.3.7 Gram Sabha (**Social Audit** neihna meeting)-ah hian zawhna awm theite chhang fiah turin Panchayat / GP-a mipui aiawh thlante leh MGNREGA hnuaia thawktute (Civil Society Organisation, Self Help Group-te leh Hlawh semtute leh an michhawrte telin) an tel ngei tur a ni baw.

13.3.8 Social Audit Gram Sabha apiangah a bul lamah **Social Audit** neih hmasaka bawhzui tura rel te bawhzui a nih dan report (Action Taken Report “ATR”) chhiar chhuah ziah tur a ni.

13.3.9 Scheme thawh dan chungchanga khawtual mi zawng zawng te'n an hriat belh duh leh an zawhna te chhâna pe zel thei turin Gram Sabha hi ruahman tur a ni a. Scheme kaihhnawiha hriatlân tur sawi tur nei apiangte pawh sawitîr baw tur a ni.

13.3.10 Social Audit neih lai hian zawhna pawimawh awm zawng zawngte ziaka chhinchhiah vek a, chu'ng zawhna chhâna atan chuan a taka finfiahna pêk zel baw tur a ni.

13.3.11 Social Audit Gram Sabha neih lai hi a bul atanga a tâwp thlengin Video-a lâk vek tur a ni a. A film pawh “hmun”a heh lohna'n tihtêtna hmanraw tharlam ber chi

hmanga titê-in, siam rem (edit) lovin www.nrega.nic.in website-ah a nih ang anga upload tur a ni. Video / film hi DPC-in a kawl bawk tur a ni.

13.3.12 Social Audit Unit-in Social Audit report hi **khawtual mite tawngin** an buatsaih ang a. **Social Audit** Report chu chu **Social Audit** Gram Sabha Chairman chuan (a dik tih pawmpuinaⁿ) a hming a ziahnhan ve (countersign) ang. **Social Audit** Report copy hi GP/VC Notice Board-ah chawlhkâr khat chhûng tal tar ngei tur a ni bawk.

13.3.13 Social Audit Report zawng zawngah hian lungawi lohna/ vuivaina thawidam ngai apiangte chhinchhiah tur a ni a. **Social Audit** atanga hriat chhuah criminal investigation tih ngai (Police-in an chhui chian tul, tum reng vanga thilsual tih nia lang ang chi) awm apiangte chu a hrampa-in ziah chhuah tur a ni bawk. Criminal case (thilsual tia inrinhlelh thubuai) bîk te chu FIR (First Information Report – Police hnena thilsual tih report hmasak ber) theh lûttu atana thuneitu hnenah thlen tur a ni a, vuivaina / complaint awm zawng zawngte hi a zavaiin Block leh District huapa chu mi atana thuneitu tura ruatte hnenah an chinfel leh bawhzui atan thlen vek tur a ni.

13.3.14 Social Audit neiha thurêl te bawhzui a nih dan report (Action Taken Report) copy hi **Social Audit** Unit leh vuivaina thlentü apiang hnenah pêk ngei tur a ni.

13.3.15 State-in GP Sarpanch or Pradhan President leh GP member-te tan MGNREGA hna thawh kaihnawihna Block huapa inkawmhona a buatsaih tur a ni a. (Block Panchayat awmnaah) Chutiang bawkin District huapa sawihona Block Panchayat President leh member-te tan buatsaih bawk tur a ni. He meeting hi hunbi nei taka neih a nih theihnaⁿ **State Sorkar-in a hunbi tur a bithliah ang** a. Chutianga Block leh District huap meeting-te chu DPC-in a ruat Officer-in a kaihruai (moderate: thu fawr lutuk tur hmet dai) ang a. **Meeting report** hi a titu tura ruatin State Employment Guarantee Council (**SEGC**) hnenah a theh lut zêl ang.

13.4 ROLES AND RESPONSIBILITIES OF FUNCTIONARIES IN CONDUCT OF SOCIAL AUDIT (Social Audit chungchanga MGNREGA thawktu chhawrte tihur leh mawhpurhna)

13.4.1 Programme Officer (PO): Programme Officer-in Implementing Agency (hna enkawltu)-te lehkhaw pawimawh leh register zawng zawng, he'ng: Job Card register, employment register, work register, Gram Sabha minutes, sanctions order copy (administrative or technical or financial), work estimates, work commencement order, muster roll pêk chhuah & dawnna chhinchhiahna register, muster rolls, hlawhfa hlauh pêk chhinchhiahna, hmanraw (material) leina – bills leh vouchers (hnathawh tin pualin), measurement books (hnathawh tinte pualin), assets register, **Social Audit** neih hmasa zawka Action Taken Report, vuivaina/ complaints register-te leh **Social Audit** Unit-in **Social Audit** huaihawt na'na an mamawh lehkhaw pawimawh dang awm apiangte chu a indawt dan dik taka chhep felin, a Xerox copy-te nen **Social Audit** neihna'na hman atân **Social Audit** Gram Sabha neih hun tur nî hmaa ni 15 chhûng tal a la awm laiin SAU hnenah pêk a ni ngei tih a chian tur a ni.

13.4.2 District Programme Coordinator (DPC): DPC emaw a aiawha ruatin he'ngte hi a ti ngei tur a ni:

i) **Social Audit** neihnaⁿ lehkhaw mamawh zawng zawng kim takin implementing agency ten PO kaltlangin SAU hnenah an hlan ngei tih a chian ang a;

- ii) **Social Audit** report-a tihdik ngai zawng zawngte chinfel hun chhûng tur bithliahin chu mi anga thil fel lo awmte tihfel a ni ngei tih a chian ang.
- iii) Scheme pawisa mimalin an lo lâk leh dik lo taka sum hmanral awmte hmu lêt leh tur leh, chutianga hmuh lêt lo dawnna lehkha pêk chhuah a nih ngeina turin hma a la ang.
- iv) Hlawhfa hlawh tur pawisa lo thâm an awma hmuh lêt a nihin, pawisa hmuh lêt atanga ni 7 chhungin a dawngtu tur dik tak hnenah an dawn tur zât chu a pe ang.
- v) **Social Audit** atanga hmuh lêt pawisa te dahna tur **Bank Account hranpa** a vawng ang.
- vi) MGNREG Act hnuaia hma lâkna tur pawisa dik lo taka hmang/chheprelhtu chungah a phu tâwk hremna (action) (Police/Civil case thubuai awrhthir emaw Sorkar hnathawk a nih chuan bân hial emaw) lek tura hma lâk tan a ni ngei tih a chian ang.

13.4.3 Social Audit Unit (SAU)

- i) **Social Audit** Unit chuan, Gram Sabha-in **Social Audit** mumal tak a neih theihna'na zirtirna pe turin khaw mal, Block, District leh State pum huapte-a zirtirna petu (**Resource Person**) tur ruat leh, zirtirna pêk leh chu mi atana tihchhuah chungchangah mawh a phur ang a. Resource Person atan hian MGNREGA chhawrtu mipui te (primary stakeholder) leh khawtlang mite din pâwl te member, dan hnuaia mipuite chanvo humhalh kawnga thawk leh tawnhriat neite thlan tur a ni. SAU chuan MGNREGA hnuaia hlawhfate chu danin chanvo a pêkte hrilhhriain, hnathawh dan ziaka chhinchhiahte chu a thawhna hmun te tlawha finfiah turin mipuite a puibawm/ kaihruai thîn ang.
- ii) **Social Audit** neihpuitu atan training pêk tawh resource person-te a ruat ang a. He'ng resource person-te hian khawtual mite chu thil finfiah thiam turin an zirtir lehchhawng thîn ang. He'ng Resource Person atan hian MGNREGS hamthatpuitu te, CSO-te leh Bharat Nirman Volunteer (BNV) te zinga danin mipuite chanvo a pêk humhalh chungchanga hna lo thawk thîn tawh leh tawnhriat neite ruat thin tur a ni.
- iii) **BNV member-te** hi thalai zia leh chhiar thiam, chhungkaw eng emaw zat (inthenawm tlâng) an hamthatpui tur chhawmdawlina awm thei ngaihvenpuitu te an ni a. **Social Audit** atana "Village Resource Person" atan an hman theih ang.
- iv) **GP bial khata Social Audit puibawmtu atan chu mi khuaa chêng Resource Person train tawhte chu ruat loh tur a ni** (khaw dang daiha RP train tawhte hman tur tihna:sird).
- v) SAU hian **Social Audit** report ruangam turte, thu inzirtir turte, **Social Audit** atana "**Kaihhruaina bu**" te a duang ang.
- vi) **Social Audit** Team-te'n MGNREGS beneficiary (hamthatpuitu) chhungtinte tlawh chhuakin an thil hriatte an hrilh ang a, hnathawhna hmunte tlawhin Implementing Agency (hna enkawltu) te'n hna thawh zawh tawhte chungchang an ziahte nen a inmil em tihte an finfiah ang.
- vii) SAU hian **website** neiin, chutah chuan vantlang hmuh theihin **Social Audit** Report-te leh a bawhzuina report (ATR)-te an pho chhuak ang.

viii) SAU chuan Gram Sabha (Vantlang rorel inkhawm)-te chu **Social Audit** tluang taka nei turte, sawihona mumal tak neih hnua thutlûkna siam leh chu"ng thutlûkna te chhiar chhuahnaah te chuan an puibawm ang.

ix) **Implementing Agency** (hna enkawltu)-te hi **Social Audit** neih laiin an lo inrawlh ve hauh tur a ni lo.

x) Implementing Agency-te hian **Social Audit** neih nî thlen hma ni 15 tal a la awm lain Programme Officer hnenah **Social Audit** Unit hnena pêk atan hriat tur (information) mamawh tur zawng zawng an lo pe fel lâwk diam tur a ni.

13.4.4 State Sorkar: Social Audit atanga thil haichhuah bawhzui ngaite bawhzui zel chungchangah hian State Sorkar-in mawh a phur a ni.

13.4.5 State Employment Guarantee Council (SEGC): SEGC-in chutianga State Sorkar hma

lâknate chu a lo enpui ve zel ang a, ATR te pawh State Legislature-a pharh tur Annual Report-ah a telh ang.

13.4.6 Central Sorkar: Social Audit Unit dinna leh **Social Audit** neihna sênsote hi Central Sorkarin a tum MGNREG Scheme enkawlina senso "administrative expense"atanga tum vek tur a ni.

13.4.7 Central Employment Guarantee Council (CEGC): CEGC chuan MGNREG Audit of

Schemes Rules, 2011 kalpui a nih dan leh **Social Audit** Report bawhzui a nih dante a thlir zui ang a. Chuta a report chu Parliament-a pharh tur Annual Report-ah a telh thîn ang.

13.5 AUDIT OF ACCOUNTS (SUM VAWN ENDIK CHUNGCHANG)

13.5.1 State Employment Guarante Fund leh District tina Scheme dinhmun te chu kum tinin Director, Local Fund Audit emaw a tlukpui thuneitu emaw Chartered Accountant-in a endik thîn ang.

13.5.2 Director, Local Fund Audit emaw a tlukpui thuneitu emaw Chartered Accountant emaw chuan (a endik) account-te (Scheme sum vawwna dinhmun ziah chianna) leh Audit Report-te chu State Sorkar hnenah a theh lut ang.

13.5.3 State Sorkar-in a sum vawn dinhmun sawi chian (certify)-na te chu Audit Report rualin Comptroller & Auditor General of India leh Central Sorkar hnenah a theh lut ang a, Account audit tâkte / Statement of expenditure (sum hmanral dan ziah chhuahna) te chu State Legislative Assembly session-ah a pharh bawh ang. State Sorkar-in State Legislature hmaa a pharh tawh chuan account endik tâkte hi MGNREGA website-ah vantlang hmuh theihin pho lan tur a ni.

13.5.4 Comptroller & Auditor General of India (CAG) emaw a aiawh tura a ruat apiangin Scheme account-te hi tul a tih hun apianga audit/ endik theihna (right) a nei a ni.

13.5.5 CAG chuan **Social Audit**-a thil haichhuahte pawh a thlir tel tur a ni.

13.5.6 Chief Controller of Account (CCA), Ministry of Rural Development, Government of India-in MGNREGA account te hi mahni department chhunga in-audit (internal audit) theihna (right) a nei bawh.

13.6 VIGILANCE

13.6.1 State Sorkar zawng zawngin MGNREGA kalpuinaa sum tihchingpen hre chhuak zung zung thei turte, chu'ng sum chingpen leh official-te thil tihsual hriat chhuahte leh **Social Audit** atanga haichhuah te ûm zuia, a tisualtu te hrem leh sum chingpente hmuh lêt a nih ngeina turin, thil kal dan bih chian zui reng dan tur châwnng thum in an ruahman ang (three tier vigilance mechanism).

13.6.2 State Level Vigilance Cell (SVC)

State level-ah Chief Vigilance Officer (CVO) awmna Vigilance Cell din a ni ang a. CVO hi Sorkar officer senior tak emaw officer pension tawh emaw a ni ang a, Officer senior (pension tawh te pawh) dang pahnih leh, Civil Engineer pakhat leh Auditor pakhatin an puibawm ang.

i) State Vigilance Cell-in a thawh tur te

- a. MGNREGS thawh chungchanga complaint (sawiselna) te mobile phone, telephone/internet hmangete a zia emaw tawngka emawa thlen te a lo dawng ang a. A thu dawn pawl thûk dan azirin District level Vigilance Cell kaltlangin emaw amahin emaw chu'ng sawiselna te chu a finfiah ang.
- b. Thil dik lo hre chhuak turin an zin kual thin ang.
- c. Media (chanchinbu/ Radio/ TV etc)-a tar lan report awmte chungchangah a tul angin hma a la ang.
- d. Hnathawh endik dan te, thil tih dan a lantlang theihna'na ruahmanna awmte leh District level leh tualchhung huapa Vigilance lam dinhmunte a ennawn thin ang.
- e. Sorkar hnathawkte sum tihchingpen te chu Public Accountant Act hmangin, sum chingpen dangte chu Revenue Recovery Act hmangin hmu lêt leh turin hma a la ang.
- f. Thil tisualtu Sorkar hnathawk (official) te insawifiahna chu pawmtlâk lo a nih chuan an chung a disciplinary action lâk leh charge frame turin a recommend ang.
- g. Criminal case siam a tul chuan District Vigilance Cell hnenah Police hnena FIR theh lut turin a recommend ang.
- h. MGNREGS chungchanga Vigilance Cell-te hma lâk dan tur a duang ang.
- i. State Employment Guarantee Council hnenah Annual Report leh thil dik lo tihrehna'na rawtna te a theh lut thin ang.

ii) Thil kalphung chak taka chhui chian a nih zel theihna'n State Sorkar-in hetiang hian hma a la ang:

- a. Disciplinary action (Sorkar hnathawkte thununna'na hma lâkna) bul tan leh charge-te frame a, chu'ng Sorkar hnathawkte thunun theitu (Disciplinary authority) hnena an case hlan leh thei turin Vigilance Cell-te hi thuneihna a siamsak ang.
- b. Sum pilril rulh lêt a nih dan te, disciplinary action lâk a nih dan te, Police hnena thubuai thlen (criminal proceedings) kalpui a nih dante enzui thei turin thuneihna pêk tur a ni a. Criminal case chungchangah hian thuneitute chu chu'ng thubuai dinhmun report te hunbi nei taka a huamtu Vigilance Cell hnena theh lut thin tura mumal taka hriattir a ngai ang.
- c. Criminal proceeding neih ngei ngeina tur chi chu Sorkar-in a buaipui ang.

d. Vigilance Cell-te chu sum chingpen hmu lêt ngei turin thuneihna a pe ang.

13.6.3 District Vigilance Cell (DVC)

i) District huapin Vigilance Cell din a ni ang a. District Vigilance Cell hi District level Officer (tuemaw)-in a ho ang a, Engineer pakhat leh Auditor senior tâwk tak te"n an puibawm ang. He"ng Engineer leh Auditor te hi man neia hawh (hire) emaw contract-a rawih theih an ni ang.

ii) District Vigilance Cell-in a thawh turte:

a. State Vigilance Cell-in ti tura a ruat apiang;

b. Amahin thil a enfiahin Sorkar hnathawk ni lote leh Sorkar hnathawk (an chungchanga Disciplinary Authority chu District level officer a nih chuan) te hnen atanga Sorkar sum dawn lêt tur chungchangte, disciplinary action lâk chungchangte leh criminal case siam (FIR) theh luh chungchangah te hma lain a bawhzui ang.

c. Officer-te"n hnathawh an enfiah hunte enpuin, District level leh a hnuai lam (Block leh village) a langtlang taka thil tih a nih dan te, tual chhunga Vigilance & Monitoring Committee (VMC) te hnathawh dante a enpui thîn ang.

d. State Vigilance Cell-in hma a lâkna tur thilah District Vigilance Cell hian report kimchang a thawh ang a. SVC hnenah Annual Report a theh lut thîn ang.

13.6.4 Local (Tualchhung) Level: Vigilance & Monitoring Committee (VMC)

i) Tualchhung level-ah Vigilance & Monitoring Committee te hi an thawh tur leh huam tur chin bithliah fel tak siamsak tur a ni a. Duhthusamah chuan VMC hian member 10 bawr vel nei sela, member zâtve chu hmeichhia niin, member atan Scheduled Caste leh Scheduled Tribete aiawh (tualchhunga an tam dan milin) tel bawk se. VMC member atan hian tual chhung Sikul Zirtirtu te, Anganwadi Worker te, Self Help Group member te, **Social Audit** Volunteer-te leh Community Based Organisation (CBO – Tualchhung mite din pâwl hrang hrang) member te, Youth Club (lhalai te din pâwl hrang hrang) etc. member-te zing atanga dapchhuah (identified) ni se.

ii) VMC team / member turte hi Gram Sabha/ Village Assembly (Vantlang rorel inkhawm)-in ruat (appoint/nominate) emaw, vote hmanga thlan (elect) tur an ni a. **An hun chhung hi thlaruk atanga kum khat aia rei lo tur a ni** (chatlak awm lo tura indin that/thar zel tur a ni). VMC member-te"n **thla tina he hna atana hun an sên mila lâwmman** (honorarium) pek chungchang hi State Sorkar-in a ngaihtuahsak thei ang.

iii) VMC hi concurrent **Social Audit** (Hna thawh mawlh mawlh laia sum hman dan enfiah hna) thawktuah an tang ang a.

iv) VMC Report hi MGNREGS hna thawhna khuua Gram Sabha meeting koh leh hunah pharh ngei tur a ni.

v) VMC-te hian an report te chu vantlang hriatah an puangzar ang a, Information & Facilitation Centre kaltlangin website-ah an **upload** bawk ang.

vi) VMC te hnenah, an complaint (report) te bawhzui a nih dan (Action Taken Report – ATR) chu Programme Officer-in a pe thîn ang a, Block leh District level-a

Grievance Redressal Authority (Complaint chingfel tura Sorkar-in a ruat officer) pawhin an report bawhzuia thupêk a chhuahte copy pawh a pe zel bawk ang.

vii) **VMC-in a tihurte chu:**

- a. Hnathawhna hmun tlawhin hlawhfate an kâwm ang a;
- b. Record hrang hrangte leh hnathawhna hmuna thil chhawpte an finfiah ang a;
- c. Hnathawhnaa hman hmanrua (material) quality leh a man (cost) te an chhût ang.
- d. Hnathawh zawh fel thlap a nihin “End-of-Work Report” (Hna thawh zawh report) leh chu hna nihphung leh a quality chungchang leh a tangkai dan tur an bihchianna chungchanga report an siam bawk ang.

13.7 TRANSPARENCY AND PROACTIVE DISCLOSURE (LANGTLANG TAKA THIL TIH LEH VANTLANG HRIAT TURA CHANCHIN TLANGZARH CHUNGCHANG)

13.7.1 Danin mipuite dikna-chanvo a siamsak behchhana thawh chî Mahatma Gandhi

NREGS kalpuinaah langtlang taka thil tih a nih ngei theihna’n he’ngte hi zawm tur a ni:

- i) MGNREGS chungchangah a bik takin hlawhfate dikna chanvo te, sum hmanna te, hna rotling siamte chanchinte hi zawhna awm hun nghak kher lova puanzar zung zung tur a ni a. Chutiang thu puanzarna chu Gram Sabha meeting-a tel tlat tur a ni.
- ii) Hnathawhte chungchang hi a **thawhna hmunah** khawtual mite tawng ngeiin **Annexure 1**-a tarlan angin tar tur a ni a. **Khaw chhunga hmun lûn laiah Annexure 2** angin tar tur a ni.
- iii) National Rural Livelihood Mission hnuaia Self Help Group dinte atangte, CBO (khawtual mite din pâwl) atangte hian Volunteer ruat theuh tur a ni a. Chu’ng Volunteer-te chu anmahni telna pawl \heuhvah leh mi chanchhe zâwk (SC/ST) te zinga MGNREGS chungchang puangzar thei turin training pêk tur a ni.
- iv) Bharat Nirman Volunteers (BNV)-te pawh MGNREGA chungchang theh darh tur hian rawih ni bawk se.
- v) Thingtlang hmun tinah High School chin chunglam zirna inahte pawh MGNREGS nihphung hrang hrang sawifiahna lehkha sem vek ni bawk se.
- vi) Thalai Pâwl te, hmeichhe pâwlte leh tualchhunga tlawmngai pawl hrang hrangte hnenah pawh puanzar zel ni se.
- vii) Thingtlang / tualchhung **Library**-ahte pawh MGNREGS chungchanga hriat tur pawimawhte hi thuthar a awm apiangin regular takin dah vek ni bawk se.
- viii) **Tualchhungah** GP Secretary leh Employment Guarantee Assistant (Rozgar Sahayak/VLAA) te”n, **Block** / Block Panchayat huam chhung (level)-ah Programme Officer-in, chutiang zelin **District** pum huapah District Programme Coordinator-te”n MGNREGA kalpui dan hi langtlang tak a nih ngeina tur leh Right To Information Act, 2005 zawm a nih ngeina turin mawh an phur theuh a ni.

13.8 RIGHT TO INFORMATION ACT (India khua leh tuite“n Sorkar hma lâk dan an hriat ve zel theihna tura chanvo siamsak an nihna Dân chungchang)

13.8.1 MGNREGA kalpuinaah RTI Danin a sawi zawng zawngte zawm vek tur a ni a. Dan Section 4-nain mipui hriata thu puanzar chungchang a sawite hi a kip a kawiin zawm vek tur a ni. **Management Information System (MIS- NREGASoft)**-a tar lan ang zelin GP huam chhunga bang (in/ hall bang, lungrem etc.)-ah te rawnga ziaka târ tur a ni a. Wall painting-a tar lan turte chu – kum khat chhunga Job Card neitu zawng zawngte tana inhlawhna pek zât te, Hna sanction tawhte, hlawhfa hlawh leh hmanraw lei nana senso zat te, hmanraw lei zat leh a leina rate theuhte. Hetianga tih (Janata Information System –mipui information system) hian tual chhung mi, internet hmanang ve lo te pawh MIS-a thu tar lante an hre ve zel tih a tichiang dawn a ni.

13.8.2 MGNREGA dan hnuaiah MGNREGS kaihnhawiha lehkhaw pawimawh copy dilna theh luh a nih chuan dil atanga ni 3 chhungin tihhlawhtlin tur a ni. RTI Act 2005, Section 8-na hnuaia thu tlangzarh phal loh chungchang sawite chhuanlama hmanga MGNREGS information-te hi thup miah loh tur a ni. MGNREGA information te hi a zavaiin vantlang hriata pho chhuah vek a ni zawk (“website”-a public domain-ah).

13.8.3 Mahatma Gandhi NREGA lehkhaw pawimawh zualte hi tuin emaw a dil kher nghak lovin vantlang hmuh pho lan vek tur a ni a (website-ah te). Chu“ng lehkhaw pawimawh zual te (Kum khat chhunga Job Card neitute hnathawh nî zât leh hlawh pêk zâtte, Hna sanction te, hlawhfa hlawh leh hmanraw leina senso zat te, hmanraw lei zat leh a leina rate te) chu State Employment Guarantee Council-in a list a buatsaihin a update thîn ang.

13.8.4 Level tin (village, Block, District leh State huap) ah MGNREGS record leh information pawimawh te hi vantlang en theih a ni ngei tih hi chian tur a ni a. Inhlawhfak dilna dawn zât, Job Card dil ziahluh zat te, Job Card pêk chhuah zât te, Job Card diltute leh pêk leh pêk loh an nih dan ziahna te, Sum dawn leh hmanral chin te, sum sêna chungchang te, Works sanction te leh hna thawh bul tan tawhte, hna atana senso leh a chipchiar te, hna te chu engtia rei nge thawh a nih tawh tihte, person-day engzat nge thawh a nih tawh te, tualchhung committee-te report te, Muster Roll copy te hi a ruangam tur duang lâwkin chutiang chuan vantlang hmuhah MGNREGS hna enkawltu (Implementing Agency) zawng zawngte'n **anmahni Office pâwnah** an târlang theuh tur a ni a. Gram Panchayat-in thla thum dana Gram Sabha meeting neihah a pharh ziah bawk ang.

13.8.5 Mipuiin an hriat duhte chu tu hnena dil tur nge tih an hre ngei tur a ni a. Chu“ng thu pawimawhte pêk chhuah hun chung tur chu bithliah ngei tur a ni bawk. Chutiang thu pawimawh kawltu official-te hming leh biakpawh theihna address-te chu tlangzarh tur a ni a. MGNREGA kaihnhawih lehkhaw pawimawh pêkchhuah man hi photo-copy/ Xerox copy siam man aiin a sâng tur a ni lo.

13.8.6 A theih chen chenah lehkhaw pawimawh zualte copy hi internet-a en theihin dah tur a ni.

13.8.7 Gram Panchayat-te“n MGNREGS an thawh dan chanchin hi kum khatah vavihnih an tidikin an tarchhuak thin ang a. An hna thawh dan chanchin tlangpui hi mipui hriat tura puanzarna hmanraw hrang hrang – GP House banga wall-painting zia te, Notice Board-a tar chhuah leh a man âwm tâwka lei theih tur **Annual Report** hmanang tein puanzar tur a ni.

13.8.8 Tualchhunga hnathawh te, inhlawhfak dan chungchang te leh Sum dinhmunte hi Gram Panchayat-in **“Report Card”** siamin an Office hmunah emaw hmun lûn lai

dang Sikul, Community Centre / Hall-ah te an tar ang a. Programme Officer-in a office leh Block Panchayat Office-ah te, DPC chuan District Panchayat office leh ama Office-ah te a tar bawk ang.

13.9 TRANSPARENCY AT THE WORKSITE (HNATHAWHNA HMUNA CHANCHIN PUANZAR)

13.9.1 Hnathawhna hmunah hê"ng hmangte hian chanchin pho chhuah tur a ni:

- i) Citizen Information Board hmanga chanchin tar chhuah;
- ii) Muster Roll (hlawhfa hming lamna)-a awma chhinchhiah te, hna thawh chin leh hlawh pêk zât te hi hnathawh ni tlai bân hunah a titu tur ruatin chhiar chhuah tur a ni.
- iii) Hnathawh chin tehchhuah laiin Measurement Book-a chhinchhiah measurement te chu hlawhfate hriatah chhiar chhuah tur a ni.

13.9.2 Hnathawh tin pualin "Worksite File" neih tur a ni a. Chu'ng file-te chu chû GP huam chhunga chêngte, VMC member-te, a rawn tlawhtu Official-te leh mipui aiawh thlan

tupawhin an en thei ang a, File-ah chuan he"ng chanchin ziahna te hi dah tur a ni:

- i) Chû hna chungchang kimchang;
- ii) Chû hna atana Administrative leh Technical Sanction chungchang;
- iii) Hna thawh hun chung tur leh hna thawh tam lam (manday) beisei zât;
- iv) Hlawhfa te leh hlawh pêk zat chungchangte;
- v) Hna bul tan meeting chungchang te;
- vi) Hlawhfa tana thil chhawpsak te;
- vii) Hmanrua eng chi nge hman a nih, khawia mi nge, pakhat man zât, sênso zawng zawng zât, etc.
- viii) Hlawhfate"n complaint/ vuivaina an thlen chungchang te;
- ix) Inspection neitu officer-te"n an thil hmuh dan an ziah te leh VMC Report te,
- x) Worksite File chu a dik tak a ni tih hriatpuina"n hlawhfa 5 talin an hming an ziahnan ang.

13.9.3 Hnathawhna hmun thlalâk (pathum tal, hnathawh hma, thawh lai leh hna thawh zawh hnu) te chu Ministry website (www.nrega.nic.in) ah upload ngei tur a ni a. A theih chin chinah he"ng thlalâkte hi **geo-referenced** a ni tur a ni (a hmun coordinate – Longitude degree leh Latitude degree te tar lan tur tihna).

13.10 PROACTIVE DISCLOSURE BY GRAM SABHA

13.10.1 Danin a phût anga MGNREGS hna thawhnaa langtlang taka thil tih te, mawhphurhna hlenchhuah leh thu/ lehkha pawimawh zual tarchhuah a nih ngei theihna'n a hnuaia tar lante hi Gram Sabha meeting-ah (vantlang hriat turin) tar chhuah tur a ni a. Gram Sabha hi a hunbi ruat zelah Scheme (hna) te tha leh nghawng nei tham taka thawh a nih theihna"n koh ngei tur a ni bawk:

- i) Hna thawh zawh tawh leh thawh mêkte hming leh hlawhfa hlawh pêk zât leh Material Component chungchange.
- ii) Hna thawktu hlawhfa te hming, an Job Card Number, hnathawh nî zât leh an hlawh pêk zât te.
- iii) Hnathawh (Project) hrang hrangte puala hmanrua lei zat leh a man, chu“ng hmanraw supply-tu (Supplier) hming nen.

13.11 ANNUAL REPORTS (KUM TIN REPORT)

13.11.1 Central Employment Guarantee Council-in MGNREG Act kalpui chungchanga Annual Report a siam ang a. Chu chu Sorkar laipuiin Parliament session-ah a pharh thîn ang.

13.11.2 State Employment Guarantee Council tinin an State Legislative Assembly-a pharh atan Annual Report an siam thîn ang.

13.11.3 State Annual Report hi State Legislature-ah a kum leh December ni 31 ral hmaa pharh thîn tur a ni.

13.11.4 District Programme Coordinator te, Programme Officer-te leh Scheme thawktu GP te“n kum tinin anmahni bial theuhva Scheme thawh a nih dan report kimchang an buatsaih ang a, chu mi copy chu a mamawh apiangin a man zât bituk ang pea an lei chhuah theih turin siam tur a ni.

13.12 CITIZENS’ CHARTER (MGNREGA hnuaia mipuite rawng bawlsak dan tarlanna zia)

13.12.1 MGNREGA hnuaia Citizens’ Charter chuan he Dan hnuaia Panchayat-te leh Sorkar hnathawk zawng zawngte hna hrang hrang a tar lang vek ang a. Danin tihtur a tih chi hrang hrang tih dan turte chu a indawt dan te fel takin a sawi fiah ang a. Danin Panchayat leh sorkar hnathawkte mawhphurhna a ruat hrang hrangte a sawi fiah bawk ang.

13.13 GRIEVANCE REDRESSAL (Vuivai thawidam chungchang)

13.13.1 MGNREG Act Section 19-nain a sawi angin State Sorkar-in Block leh District huapin, Scheme thawh chungchanga vuivaina nei apiangte thu lo dawnawn leh thawidam na’n a zawm tur kalphung a ruahman ang a. MGNREGA hnuaia mipui rawngbawlsak nan a zawm tur te huamin State Sorkar-in dan a siam ang. Vuvaina thlen atanga thawidam/ chinfel a nih hun chhûng tur hi State Sorkar-in **Public Service Delivery Act** a neih chuan, chu mi nena inmil chuan bithliah tur a ni a. Chutiang Dan chu a awm loh chuan mite harsatna chinfelsak hun chhung tur hi **Grievance Redressal Rules**-ah chuan zam tel tur a ni.

Grievance Redressal Rules-ah chuan hma lâk dan tur hetiang hian telh tur a ni:

- i) Complaint / sawisel duh nei apiangte tân Programme Officer hnena lehkha zia leh telephone helpline hmanga vuivaina thlen theih tura ruahman tur a ni a. Chutiang complaint zawng zawng te chu chhinchhihahin lehkha dawn nî tarlanna receipt pêk zel a ngai a.

- ii) Programme Officer leh DPC Office-ah te complaint theh luhna tur “Complaint Box” dah a tul bawk a. Complaint Box-te hi chawlhkar khata eng nê emaw ruat bîkah, MGNREGS thawhnaa inhnawih ve lo Officer tu emaw DPC-in a ruat hmaah hawn tur a ni a. Ani hian complaint-te chu a list siamin a puangzar ang a. Hetia complaint box hawn nê hi MGNREGA danin a sawi commplaint dawn nê anga ngaih leh complaint list chu receipt anga ngaih tur a ni. Complaint list copy pêk chhuahna man hi a tlem thei ang bera chhiar tur a ni ang.
- iii) Complaint-te hi Complaint Register-a chhinchhiahin Danin chinfel hun tur a ruat chhunga chinfel vek zel tur a ni.
- iv) Complaint siamtu chu a complaint bawhzui a nih dan (Action Taken Report) ziakin Registered post, Acknowledgement Card telsa hmanga hriattir tur a ni. He hriattirna lehkhâ rual hian a thu theh luh bawhzui a nih danah a lungawi leh lungawi loh thu a rawn hriattir lêtna tur lehkhâ (feedback form) thawh tel tur a ni a. Tin, a thu bawhzui dana a lungawi zawh loh thulha “Appeal” theih dan sawifahna lehkhâ pawh thawh tel tur a ni. Chu thubuai chungchanga ATR thawh a lo dawn atanga thla khat chhunga eng thu mah dawn lê a nih loh chuan chu thu (file) chu tihtâwp (close) tur a ni.
- v) Complaint chinfel a nih dan chin hi thuneitu sâng zâwkin thla tin a monitor thîn tur a ni a (eg. DPC-in PO levela complaint chinfel chungchang a monitor ang).
- vi) Appeal siam dan tur hi duan fel ni se.
- vii) Gram Panchayat laka „appeal” (thutlûknaa lungawi tâwk loh avanga thuneitu sang zawk hnena ngenna) chu PO hnena theh luh a ni ang a. PO laka appeal chu DPC hnenah.
- viii) DPC laka appeal chu a thlenna tur State Sorkar-in a ruat thuneitu hnenah thlen tur a ni.
- ix) State pum huapin (State level) officer pakhat complaint chinfel dan chin lo thlithlaitu tur ruat a tul bawk.
- x) Level hrang hranga complaint dawn leh chinfel dan chungchang hi State pumah puangzar tur a ni a.
- xi) Thla tina complaint dawn leh chinfel chin report hi Gram Panchayat-in PO hnenah, PO-in DPC hnenah, DPC-in State Sorkar-ah, State-in Central Sorkar-ah thawh zel tur a ni a. Chû report chu website-ah pho chhuah ngei tur a ni.

13.13.2 Vuivai thawidam hna atan **Helpline** din tur a ni.

13.13.3 Programme Officer hi Block huap (level)-a Grievance Redressal Officer a ni ang a. DPC chu District level-ah. Complaint theh luttu leh a mawhpur tu te chuan complaint chungchanga PO hmuh theihna „right” an nei ve ve ang.

13.13.4 PO in complaint a dawn a bawhzuina report (ATR) hi Block Panchayat meeting-ah pharh a ni ang a. DPC-in complaint a bawhzuina report chu District Panchayat meeting-ah pharh a ni bawh ang (Mizoramah – MGNREGA hnuaia Block Panchayat tlukpui chu Block Development Committee a ni a, DP tlukpui chu DRDA Governing Body a ni bawh).

13.13.5 Complaint Register-ah Complaint theh luttu hming leh address te, eng nge a sawisel ber tih leh complaint dawn nê te chhinchhiah tur a ni a. He”ng thu bawh hi website-ah chawlhkar tinin upload zel tur a ni bawh.

13.13.6 Complaint theh lut/thlentu chu a vuivaina lo dawnna number leh dawnnî tar lanna receipt lehkha pêk tur a ni a. Chu mi hmang chuan Programme Officer office-ah leh internet kaltlangin website atangin a thu thlen bawhzui a nih dan a hre zui zel thei dawn a ni.

13.13.7 Vuivaina/ complaint chu chinfel a nih veleh chinfel a nih dan leh a nî te sawiin complaint

theh luttu chu hriattir tur a ni a. Chu thu kimchang chu website-ah tar lan bawh tur a ni.

13.13.8 Vuivai thu thlen chi hrang hrang thliar fel tawh hnute chu a chhante leh eng ang chi nge tih te thla tinin bihchian tur a ni a. Chu mi atang chuan thuneitu sâng zâwkteⁿ fîmkhur ngaihna lai an lo hrechiang thei dawn a ni.

13.13.9 MGNREGA Section 23 (6)-a sawi angin Programme Officer-in a complaint dawnte ni 7 chhungin a chingfel vek tur a ni a, hei hian vuivaina thawidam leh pawisa pêk ngai pêk fel vek a huam tel ang.

13.13.10 Programme Officer-in complaint a dawn atanga ni 7 chhunga a chinfel theih loh chuan Dan bawhchhia, Section 25 hnuaia hremna pêk theih anga ngaih tur a ni a. He Danin a sawite bawhchhiao finfiahte chu Rs. 1,000/- thleng chawitira hrem theih an ni.

13.14 OMBUDSMAN (Sorkar laka mimal vuivaina lo chhuizui tu)

13.14.1 Langtlang taka thil tih leh mipui laka mawhphurhna hlennana inngahna thupuite vawng zelin, State Sorkar-in District tinah Ombudsman office, MGNREGS hna thawh chungchanga vuivai / complaint te rang taka chinfel a nih theihnan a dah ang a. Mamawhna sân dan hriatnana hna tam dan en chian atan, a bul tannan chuan District pahnih bial turin Ombudsman pakhat dah phawt theih a ni ang.

Ombudsman nihphung pawimawh zualte:

i) State-a Chief Secretary Chairman a nihna Selection Committee-in Ombudsman atana a thlan (recommend) chu State Sorkar-in Ombudsman atan a ruat ang a. Selection Committee member-te chu Rural Development Ministry (MoRD) aiawh pakhat, MoRD-in Civil Society Person atana a ruat mi ngaihsan leh lar tak (eminent) pakhat leh State-a MGNREGA enkawltu Department Secretary (Member-Convener) te an ni a.

Selection Committee hian Ombudsman atana thaa a hriat mi eng emaw zât a thlang chhuak (empanel) ang a. Chung thlan chhuah lâwkte hming chu vantlang hriata tar langin mite ngaihdan an khawn phawt ang.

Political Party member tu mah Ombudsman atan ruat loh tur a ni.

ii) **Qualification:** Mi rinawm leh rilru tlang, mite ngaihsan leh lâw, kum 65 aia upa lo, kum 20 tal public administration, Law, Zirtirna hna (academics), Social Work / management lama tawnhriat nei tawh te chu ruat theih an ni ang a.

iii) **Tenure (hna thawh hun chhung tur):** Kum hnih atan a ni phawt ang a, thawh that dan azirin kum khat dang pawhsei emaw kum 65 a tlin thlengin emaw (a rei lo zawk thleng) chhawzui theih a ni ang a. Ombudsman hna chawhhsan tawh chu rawih nawn loh tur a ni.

iv) Autonomy (mahnia inrelbawlna): Ombudsman chu State leh Central Sorkar-te"n an thunun tlat lem lo ang.

v) Office awmna hmun: District Headquarters-ah Ombudsman pathum aia tam awm loh tur a ni a. A mamawh anga technical leh administrative support petu tur DRDA emaw, pawl dang State Sorkar-in a ruat apiangte hmunhma-ah Ombudsman office hi dah tur a ni.

13.14.2 Ombudsman thuneihna chin:

i) MGNREGA hlawhfa te leh mi dangte"n MGNREGS thil eng emaw chungchanga sawisel leh vuivaina an neih apiang a lo dawngsawng ang a, lo bihchiangin Dan (law) ang zeal chinfel a nih theihna"n hma a lo la ang.

ii) Vuivaina awm chhana puh MGNREGA thuneitu chu complaint kaihhnawih thu pawimawh leh lehkha copy-te a hnenah a theh luhtir thei ang.

iii) Complaint chhan thil thlenna hmuna a chhuichilh dan tur thu a chhuah thei a, thil tidik lotu chungchangah FIR a theh lut thei ang. Tu thuchhuak emaw nghak kher lovin action lâk ngaite bul a tan thei bawk.

iv) Complaint kaihhnawiha technical thilte chhuina"n mithiamte a ruai thei ang a.

v) Vuivaina thawidamna tur te, Discipline leh hremna lek a nih theihna"n te a titu turte thu a pe thei ang.

vi) Chief Secretary leh MGNREGA enkawltu Department Secretary te hnenah thil sual titute chung a an phû tâwk action dan anga lâk a nih theihnan a thil chhuina report a pe thei ang.

13.14.3 DUTIES (HNA THAWH TUR)

i) Ombudsman chuan ama office hna chungchangah mawh a phur ang a.

ii) Ombudsman chuan MGNREGA kaihhnawih lehkha pawimawh zawng zawng vantlang hriat theih tura pho chhuah a nih thu-ah mawh a phur ang a, awlsam taka en theiha buatsaih a ni ngei tih a chian ang. RTI Act 2005-in "third party" information chungchanga thil tih dan tur a sawi angte a zâwm ang a, vantlang hriat atana thu a tar lan hmain an chungchang a tar lan tel tur mimalte chu sawi tur an neih angte a ngaihthlaksak phawt zel ang.

iii) Ombudsman chuan thla tin report (monthly report) leh kum tin (annual) report-te leh complaint chungchanga thutlûkna a siam hrang hrang te list te chu Chief Secretary leh MGNREGA enkawltu Department Secretary te hnenah a theh lut thîn ang a. A report-ah te chuan MGNREGA hnuaia thawktu rawih zinga thil tisualtute chung a action lâk turte pawh a tar lang tel ang.

iv) Ombudsman-in complaint a chinfel te tawi fel deuha ziah khâwm chu MGNREGA khawihtu Department Secretary-in State Employment Guarantee Council meeting-ah te a report thîn ang a. Chu report chu Legislative Assembly session-a pharh tur Annual Report-ah pawh telh tur a ni.

v) Ombudsman chuan Financial Year khat chhunga MGNREGA thawktu te chungchanga Order a siam zawng zawngte a indawtin a ziaak chhuak ang a, Chief Secretary leh MGNREGA khawihtu Department Secretary hnenah a report ang. Chu"ng Order-a thu awmte chu MGNREGA Website-ah tar lan bawk tur a ni.

13.14.4 He"ng a hnuaia MGNREGA Scheme thawh chungchanga thil dik lo awm theihna tarlante kaihnawihawuivaina awm apiang chu Ombudsman hnenah thlen theih a ni:

- i) Gram Sabha kaihnawihawuivaina.
- ii) Chhungkaw in-register leh Job Card pêk chungchanga vuivaina.
- iii) Job Card neituin a kawh leh kawh loh chungchanga vuivaina.
- iv) Inhlawhfak dilna kaihnawihawuivaina.
- v) Inhlawhfak dilna dawnna (dawn nî ziahna) receipt pêk chungchanga vuivaina.
- vi) Hlawh pêk chungchanga vuivaina.
- vii) Unemployment allowance pêk chungchang.
- viii) Hmeichhia or mipa nih thu / Caste / Sakhaw vawn lai avangtea thlei bîkna chungchang.
- ix) Hnathawhna hmuna thil chhawp chungchang.
- x) Measurement of work (hna thawh chin teh chhuah chungchang).
- xi) Hna that leh that loh (quality) chungchang.
- xii) Hlawhfa luahlan thei khawh hman chungchang.
- xiii) Contractor rawih chungchang.
- xiv) Bank/ Post Office-a account vawn chungchang.
- xv) Complaint ziah luh leh chinfel chungchang.
- xvi) Muster Roll finfiah chungchang.
- xvii) Lehkha pawimawh endik chungchang.
- xviii) Sum hman chungchang.
- xix) Pawisa pêk chhuah chungchang.
- xx) **Social Audit** chungchang.
- xxi) Record vawn chungchang.
- xxii) State-a MGNREGA enkawltu Department-in vuivai theihna chhan dang te pawh Ombudsman hnenah thlen theih turin a telh belh zel thei ang.

13.14.4 Ombudsman rorel dan tur chu a tawi fel chi "summary proceedings"-a tih tur a ni.

Ombudsman chu a thil tih dan/ complaint chungchang ngaihtuahna turah eng dan mahin a phuar lo ang a, thulai la leh fel taka tih dan tur nia a hriat angin ama hnathawh dan tur a inchher chawp thei ang. Complaint chungchanga rorelna a neih pawh "Summary trial" ang (thubuai rel dan tawi fel chi)-a rel tur a ni.

13.14.5 Complaint chinfel dan tur:

Ombudsman chuan complaint a dawn veleh a mawhphurtu MGNREGA official chu mahni rawn inlana a insawifiahna theh lut turin a ko ang a. A thu thlente chu thutlinga pawm a nih chuan complaint thu chu Order tul ang siamin tihtâwp a ni ang a. A

thawktu thu thlen chu pawmpui a nih loh erawh chuan Ombudsman chuan vuivaina thawidamna turin thu tlûkna a siam ang. Thutlûkna Order siam chu “Speaking Order” (thutlukna leh a chhan sawifiahna tel) a ni ang a, a hnuaia tarlante hi a tel ang:

(i) A inkhinga te chanchin kimchang.

(ii) Complaint chungchang tawifel taka sawifiahna.

(iii) Thubuai ngaihtuah ngai lai te

(iv) Thu ngaihtuah tur hrang hrang chungchanga thil awmzia haichhuah te.

(v) Complaint thubuai awmna bialtu MGNREGA thuneitu hnena a tih tur hriattir te

° MGNREG Act hnuaia hremna atana pawisa chawitir tiam lovin

° A chhan sawifiahin thil an lo muanchanpui te tifel thuai tur leh chung avanga vuivaite hnena thupha chawi tura hrilhna ang chi leh, MGNREGA thawktu Dan bawhchhetu chung a phu tawh action la tura hriattirna ang chi te, etc.

a. Cost chawitir te (a awm chuan).

b. Cost (mi tihrehawm man) chawitir te (Cost- hi thu belhchian dawl lo, rilru kawih vang leh mi tihrehawm hrim hrim tumna avangtea complaint siam a nihin chu complaint dik lo theh luttu chu a dik lo taka a hêka te hnenah pawisa pêktir thin a ni a, chu pawisa chu “Cost” tih a ni).

c. Eirukna/ Corruption chungchanga complaint a nih chuan Ombudsman chuan complaint chu a inhnamhnawiha te laka Criminal Case siam phalsak theitu (Department hotu ber) hnenah a thlen tur a ni.

* Pu R. Lalramnghaka, MCS, Director, SIRD, Mizoram-in he **Guideline, 2013** a lehlin atanga lak a ni.

Chapter – IV

NI 100 INHLAWHNA CHUNGCHANG

1. MGNREGA kan tih hi eng nge a lampum leh a tum (goal/objective) ni ber le?

= MGNREGA kan tih hi 'Mahatma Gandhi National Rural Employment Guarantee Act' a ni a, Mizoram-ah chuan **Ni 100 inhlawhna** ti a hriat lar a ni. He Dan ina a tum ber chu thingtlang-a cheng chhungkaw tin ten kumkhat chhunga an dam khawchhuahna atana ni 100 tal thiam thil zir belh ngai lova inhlawhna an hmuh theihna tura Indian Parliament-a pass Dan hmanga an chanvo siamsakna a ni a. Thingtlanga cheng, mirethei zawk te'n he scheme hmanga ei leh bar awlsam zawka an hmuh theih na'n leh vangtlang tana rotling thil siam chhuah hi a tum bulpui ber chu a ni.

2. MGNREGA hnuaia inhlawhna-ah hian chhungkaw tin a duh apiang inhlawh mai theih a ni em?

= Ni mai lo deuh e. He scheme hnuaia inhlawh duh te chuan an khawtlang hotute (Village Employment Council) hnenah ziakin emaw tawngka in emaw an dil ang a. Chumi hnuaia khawtlang hotute'n an chhungkaw dinhmun an enfiah ang a, Job card pek tlak nia an hriatte hnena Job Card chu sorkarin a pechhuak chauh tur a ni.

3. Job Card-ah chuan engnge ziahluh ngai le?

= Job Card-ah chuan chhungkaw member puitling(kum18 tling chin), inhlawh duh te hming leh thlalak a chuang tur a ni a, Job Card number pawh chhungkaw tinin an nei hrang vek tur a ni. Heng bakah hian Electors Photo ID Card No. Kum zat, Account No. etc. a chuang tur a ni.

4. Job Card-a hming chuang lo te pawh he scheme hnuaiah inhlawh duh ta sela, phal sak theih an ni tho em?

= Ni lo. Job card-a hming leh thlalak chuang lo te chu Ni 100 inhlawhna hnuaiah hian an thawh ve thei lo.

5. Sorkar hnathawk leh kohhrana rawngbawltute chhungkaw member-te hi, he ni 100 inhlawhna ah hian an tel ve thei reng em?

= Ni 100 inhlawhna kaihhraina bu-a a landan leh NREGA Act hnuaia tarlan ang chuan, sorkar hnathawk awmna chhungkua leh kohhrana rawngbawltu awmna chhungkaw membrete hi Ni 100 inhlawhna scheme hnuaiah hian an tel ve theih lohna tur engmah a awm lo. Amaherawhchu, he Dan ina a tum chu mirethei harsa leh chhuanchham ten midang pur lova, sorkara inhlawhna an hmuh theihna tur a ni a. Mirethei leh harsa ngawih ngawih nia an inhriat chuan Job Card hi an dil ve thei.

6. Khawpui (Urban Area) ah te hian Ni 100 inhlawhna hi kalpui a theih reng em?

= Theih lo ve, MGNREG Act-ah hian thingtlang (rural area) tia a sawi chu Urban Local Body emaw Cantonment Board emaw awmna nilo chu rural area (thingtlang)

tia a sawi avangin Mizoram chhunga District Headquarters leh Census Urban Area kan tih maiah te hian Urban Local Body leh Cantonment Board-te a awm loh avangin, Ni 100 inhlawhna hi Aizawl khawpui tih loh, District headquarters- dangah leh Census Urban area-ah te pawh kalpui a ni.

7. Ni 100 inhlawhna hnuaiah hian ni khat hlawh atan cheng engzat nge pek a nih?

= Sorkar laipui chuan state hrang hrang te'n Ni 100 inhlawhna hnuaia ni khat-a hlawh tur zat a rawn bituk a; chutiang chuan hlawh pek an ni. Kum 2010 – 2011 khan Rs. 129.00 ni khat hlawh atan pek a ni a. Chumi hnu kum 2012-2013 khan Rs. 136.00 pek a ni a. Kum 2013-2014 khan Rs. 148.00 a tihpun a nil eh a. Kum 2014 – 15 hian nikhatah Rs. 170.00 an hlawh thei tawh dawn a ni.

8. Ni 100 inhlawhna hnuaiah hian duh ang ang hna thawh theih a ni em?

= Ni chiah lo ve. Ni 100 inhlawhna hnuaiah hian hnathawh theih tur (Permissible works) sorkar laipui chuan a siam a. Chung te chu Category 4-ah thenin, **A-Mipui vantlangin Natural Resource Managemeng work** anga a huhova thawh theih chi, **B-Mimal hlawkpuina tura hnathawh theih chi**, **C-Self Help Group ten an thawh theih tur** chu leh **D-Khawtlang mamawh te** tia then an ni a. (He Kaihhruaina bu Annexure - ___ ah hian chipchiar zawka tarlan a ni). Heng baka State sorkarin thawh duh a nei anih chuan sorkar laipui remtihna, hna thawh theih (permissible works) tia a tarlan bak pawh thawh theih a ni.

9. Permissible works tarlan te hi duh hun hunah thawh mai tur em ni ?

= Ni lo. Heng Permissible Work tarlan atang hian a hma kum, August thlaah khawtinin an khaw mamawh leh ngaih pawimawh hmasak dan indawtin hnathawh tur an lo thlang lawk tur a ni a, chu chu Annual Action Plan (AAP) an ti a. Hei hi VEC ten hnathawh tur chu lo duang lawkin, vantlang rorel inkhawm (Gram Sabha)-ah an pharh ang a, mipuiin an remtihpui chuan kumthar atana thawh tur a ni. Khawtinin an submit theuh chu Block-ah an lo belh leh ang a, chumi hnuah District-ah thehluh leh tur a ni a. District-in an lo phuakhawm chu 'Labour budget' tih a ni ta bik a ni.

10. Annual Action Plan/Labour budget siam hun bik kha eng hun nge ?

= Hetiang hi Annual Plan/Labour budget siam hun chu a ni :-

Date	Action to be taken.
15 th August	Vantlang rorel inkhawm (Gram Sabha) in AAP an pawm ni tur, a hnuah P.O hnenah an thehlut ang.
15 th September	Block huamchhunga khawtin atanga AAP lo lut PO in a la lakhawm a, Block Plan a siam ni tur.
2 nd October	Block Employment Council thutkhawm ni tur leh Block Plan an pawmpuina ni tur, a hnuah DPC-a thehluh tur.
15 th November	DPC in an District huamchhunga Block Plan te phuakhawm a, Labour budget a buatsaih ni tur.
1 st December	District Employment Council in District Plan/Labour budget a pawmpui hun tur.
15 th December	DPC chuan ngun takin khawtina MGNREGS hnathawh tur a lo endik ang a, a tul anga siamthat hun tur.
31 December	Labour budget chu Central sorkarah thehluh hun tur
January	Ministry in Labour budget a lo en fel ang a, a tul dan anga a siamthat hun tur

February	Central sorkara thuneitu sang (Empowered Committee) in Labour budget an tih fel hun tur
February, March	Labour budget pawm a, state sorkar hriattir hun tur. State sorkarin Month-wise leh District-wise break up anga MIS-a a lo thunluh hun tur leh District, Block leh Village te a lo hriattir hun tur.
Before April	7 th State in kum hmasa lama sum hman bang an neih ang Central ah a hrih hun tur leh Central sorkarin sum hmahruai a pek hun tur.

11. Khawtin chuan engtin nge Annual Actual Plan (AAP) chu an siam ngawt theih ang?

= A chung a kan tarlan tak ang hian AAP siam hun tur hi August thla apiang tihna a ni a. Hemi hunlai hian khawtinah VC/VEC ten an khawchhunga mi chinchang hre deuh, tualchhung mite chu phungbawmah AAP siampui turin sawm sela. Chung mite chuan nakkuma an khawchhunga Ni 100 inhlawhna atanga Pawisa lut tur chu chhutchhuak sela, chu pawisa hman dan tur chu Permissible work atangin thawh tur bik bitum neiin ruahman se.

12. Engtin nge Ni 100 inhlawhna hmanga khaw pakhata pawisa lut zat tur kan chhut ngawt theih ang?

= A har lo. Ni 100 kha khawchhunga Job Card awm zatin punter sela, chumi chhuak chu nakkum atana nikhat hlawh zat turin puntir leh se, chu chu Wages bik atana chu khuuaa pawisa lut tur chu a ni a. Entirnan – Khawmak khua hi lo chhut dawn tai la :

1) Khawmak khuua Job Card awm zat = 120

2) Nakkuma Khawmak khuua Job card punna tur = 5

3) Nakkuma Khawmak khuua Job card awm tur zat = $120 + 5 = 125$ nos.

4) Nakkuma Khawmak khuua Inhlawh theihna zat tur = Ni 100

5) Nakkuma Khawmak khuua chhungkaw khat hlawh zat tur = 170/-

6) Tichuan – $JC \times Ni \times Hlawh \text{ puntir } chhuah = 125 \times 100 \times 170 = \text{Rs. } 21,25,000.00$

7) Nakkuma Khawmak khuain Ni 100 inhlawhna Wage Component bika an hmuh tur chu Rs. 21,25,000.00 a ni a. Heta tang hian Material Component kan belh leh ang.

8) Material component hi 60:40 anga chhut tur a ni a, chutiang anih chuan 60% chin zawng hi Rs. 21.25 lakhs tihna a ni a. A bak 40% bik hi kan chhut chhuah dawn chuan $2125000/60 = 35416.67 \times 40$ (or $2125000 \times 40/60$) = 14,16,666.67 a ni a. Material ah Rs. 14.16666.67 lakhs an hmu thei dawn bawk a ni.

9) Tichuan, Khawmak khuain Ni 100 inhlawhna atanga an pawisa hmuh tur chu Wages leh Material inkawp $(2125000 + 1416666.67) = \text{Rs. } 35.41666.67$ lakhs. tihna a ni.

Heta tang hian nakkuma Khawmak khuain Ni 100 inhlawhna hmanga an hnathawh tur chu an an chhut lawk ang a. Cheng nuai 35.41 man hnathawh tur an thlang dawn tihna a ni.

13. Ni 100 inhlawhna hnuaiah hian Ni 1-a thawh hun chung tur hi bithliah a ni em?

= Ni e, a Dan, Schedule – II para 19(a) ah hian hnathawktute hi darkar 8 tal an thawk tura tih an ni a. An thawh tlin loh chuan a darkar bia hlawh pawh pek mai theih a ni. Entirnan = Ni 1 hlawh chu Rs. 170.00 anih chuan darkar 1-a hlawh zat tur chu Rs.

21.25p tihna a ni a. An hnathawh hunchhung chu darkar 3 anih chuan ni khatah Rs. 63.75p chauh a hlawh theih tihna anih chu.

14. Ni 100 inhlawhna hnuaiah hian Thekka (Pack system) hian a inhlawh thei em ?

= The reng mai. MGNREGS hnuaia hna reng reng chu Technical Estimate a awm tur a ni ang. Chutiang anih phawt chuan Thekka (Pack System) a thawh hi phal a ni a. Mahse, a pawisa sanction leh a thawh chhuah chu a inphu ngei tur a ni thung.

15. Ni 100 inhlawhna hnuaiah hian hmeichhia leh mipa te an thawk ho vek si a, hlawh inang tlang pek an ni em?

= Equal Remuneration Act, 1976 angin Ni 100 inhlawhna hnuaia thawk mipa leh hmeichhia te hi hlawh thuhmun vek pek an ni.

16. Ni 100 inhlawhna hnuaiah hian khawl hman leh contractor hmanga hnathawh hi phal a ni em?

= Ni lo. Ni 100 inhlawhna hnuaia hna thawh nan hian khawl hman hi phal a ni lova, Contractor hmanga hna thawh pawh phal a ni hek lo. Chutianga tih chu he Dan Section 25-na angin, Cheng 1,000.00 thleng chawia hrem theih a ni.

17. Duh hun hunah Ni 100 inhlawhnaah hian a inhlawh ve mai thei em ni ?

= Theih chiah love. Job Card I neih phawt a ngai a, chumi hnua in khaw V.E.C te hnenah inhlawhna tur I dil ve phawt a ngai a. In V.E.C ten Block lama hotute hnena an dil sak veleh che a tul a ni. An remtihsak hunah chauh I inhlawh thei tihna a ni.

18. Job Card neih vek hnua inhlawhna dil ila min pek ngei tur a ni em ?

= Ni e, inhlawhna hi I dil atanga ni 15 chhung ngeiin in V.E.C ten an pek che a tul a ni. Ni 15 chhunga an pek loh che chuan 'Un-employment Allowance' pe turin I dil theih.

19. Enge 'un-employment allowance' chu ?

= Inhlawhna I dil atanga ni 15 chhunga inhlawhna an pek loh che chuan thawh loh hlawh (unemployment allowance) hi pek tur I ni a. Thawh ni tura I dil hunah hnathawh tur an pek loh ni 16-na chiah atanga chhiar tana ni 30 chhungin hnathawh tur an la pek loh fo che chuan nitina I hlawh tur hmun 4 a thena hmun 1 a ni a, Ni 30 hnua pawh an la pek loh fo che chuan nitina I hlawh tur hmun 2-a thena hmun 1 a ni ang. An pek hma loh che chuan 'unemployment allowance' hi I dawng thei a ni.

20. 'Unemployment allowance' pek loh theih dan a awm em ?

= Awm tehreng mai. Heng vang te hian pek loh theih a ni :- (a) Job Card a chuang midangin an thawh tho chuan (b) VEC ten thawh tura an tih hun laia an thawh duh loh chuan (c) Ni 100 an thawh tlin tawh chuan (d) Ni 100 thawk thling tawh anga pawisa lak anih tawh chuan.

21. VEC tena hnathawh tura an tih hunah thawk hman ta lo ila, ka remchan hunah ka thawk thei tho em ?

= Thei tho ve. Mahse, an tih hunah I thawh theih loh tur thu hrih hmasa la. I remchan hun tur hrih hriat hmasak nise.

22. Hnathawh zawh veleh hlawh hi lak nghal mai tur a ni dawn lawm ni ?

= Ni e. Mahse, hnathawh endik hunchhung te, lehkha buatsaih vel chhung leh Bank/Post Office lama an buaipui chhung te hi nghah ve a ngai thin a. Chuvangin, I thawh zawh ni la la a hlawh lak theih a ni kher lo thei. Hlawh hi a rang thei ang bera pek tur i ni e. Engpawh nise, I thawh zawh atanga ni 15 chhung ngeia hlawh I lak theih hi Dan in I chanvo atana a humhalh sak che chu a ni.

23. Thawh zawh veleh hlawh la thei lo ta ila, engtin nge ni ang ?

= Mahatma Gandhi NREG Act, 2005 hnuaiah hian sorkar chuan “Compensation for Delay in payment of Wages Rules, 2014 a siam a. A hun taka hlawh I lak theih loh chuan I hlawh tur pumpui atanga 0.05% pungin pek belh tur I ni ang.

24. Hnathawhna hmunah Nauawmna in te kha a awm tur a ni lawm ni ?

= Ni e. Nauawmna chauh nilovin, hnathawktute chawlh buk te, Tui in tur thianghlim leh inhliam palha inenkawlina (First aids) te a awm tur a ni a. Naupang 5 aia tam awmnaah chuan nu pakhatin a awmm tur a ni.

25. Hnathawh avanga inhliam te inenkawlina a awm em ?

= Hnathawh laia mi a inhliam chuan inenkawl vat tur a ni a. First aids hi a hmunah pek tur a ni a. Damdawi ina inenkawl ngai anih chuan a senso zawng zawng Central sorkarin a tum vek ang a, a hnathawh mek laia hna kal laia a hlawh tur zawng zawng pek tur a ni bawh a.

26. Hnathawh avanga thi te tanpuina hi a awm thei em ?

= Hnathawh laia thi an awm chuan a chhungte hnenah lu man pek tur a ni a. Aam Aadmi Bima Yojana (AABY) hnuaiah cheng 75,000.00 thleng pek theih a ni a, hna thawk thei lo khawpa piansualna a nei anih chuan cheng 37500.00 thleng tanpuina pek theih a ni. Hnathawhna a an hruai a fate pawh hei hian a huam.

27. Pianphunga rualbanlo te an inhlawh ve thei em ?

= Thei e. Heng mite tana hnathawh theih bik tur pawh pawh Operational Guideline, 2013 Chapter 9-ah hian a tarlang nghe nghe a ni.

28. Hnathawhna tur hmun panna senso in pek theih dan a awm em ?

= Ni 100 inhlawhna a thawkte chu an khua atanga hla lo tea thawk tura beisei an ni a. An khua atanga 5 kms. pela hnathawh tura chhawr an nih dawn chuan an hlawh tur atanga 10% chu an kalna senso atan pek belh tur a ni.

29. Tu ten nge hnathawh vil ang ?

= In khaw V.E.C ten in hnathawh tur chu an kawhhmuh tur cheu a ni a. In hnathawh lai chu ‘MATE’ ten an vil tur a ni.

30. Enge ni ‘MATE’ chu ?

= Ni 100 inhlawhna thawk ho, mi 50 zel tan ‘Mate’ pakhat zel rawih theih a ni a. Ziak leh chhiar thiam, hlawhfa ho vengtu tur a niin, Semi-skilled hlawh pek tur a ni a. A hlawh hi Material Component atanga pek tur a ni.

31. Hnathawh endiktu dang an awm em ?

= Mahatma Gandhi NREGS hnuaiah hian hnathawh zawng zawng chuan Plan leh Estimate mumal tak a nei tur a ni a. Plan leh Estimate angin an thawk em tih a hmuna endiktu hmasa ber tur chu Village level Vigilance and Monitoring Committee

(VMC) te hi an ni a. VMC in hnathawh chu a tling tha an tih loh chuan hlawh pawh hren sak theih a ni. VMC bakah hian Block lam atangin Village level Administrative Assistant (VLAA) ten an endik tur a ni a, Technical leh Programme Officer te pawhin a hmunah an endik fo tur a ni.

32. Tute nge VMC te chu ?

= Khawtina mipuiin MGNREGS hnathawh endiktu tura khawtlanga mi tlawmngai thei, Vantlang Rorel Inkhawm (Gram Sabha) in a thlan chhuah mi 10 vel te chu an ni a. Anni hi kumtin mipuiin an thlang chhuak thin a. An hnathawh ber chu Ni 100 inhlawhna hnuaia hnathawh chu Plan leh estimate angin an thawk em tih enpui hi a ni a, chutiang chuan Programme Office hnenah Report an p eve thin ang. Hlawh hranpa siamsak an ni lova, tlawmngaih chhuaha khawtlang tana mi inpe thei inhlawmkhawm an ni.

33. VMC Report tel lovin hlawh a lak theih tho em ?

= Theih loh. Amaherawh chu, hmun thenkhatah VMC that lohna hmun te a lo awm thin a; chutiangah chuan P.O in tul a tih dan angin a hnuaia thawk tee maw, amah ngei kala a endik hnuaia hna a that phawt chuan VMC Report tel lo pawhin hlawh a lak theih thin.

34. VMC te hian Material Component hi an endik ve thei tho em ?

= Thei tehreng mai. MGNREGS hnuaia hnathawh zawng zawng chu an endik vek tur a ni a. Amaherawh chu, Material Component hnuaia hnathawh tam tak hi chu Technical thil deuh a awm thin avangin, VMC zingah en thiam tawk loh a awm thei mai thei.

35. VLAA te hnathawh ber tur chu enge ni ?

= Ni 100 inhlawhna viltu tura khaw 1-3 in an intawm tura sorkarin a mi dah te an ni a. P.O leh VEC te inkara thawk tur leh a tul dan anga VEC te tanpui tur tur an ni a. Sorkara hlawh neiin tha taka Ni 100 inhlawhna kalpui theihna atana rawih an ni.

36. Tu in nge Plan and Estimate chu siam ang ?

= Village Employment Council ten ruanhmanna (Planning) an nei ang a. Estimate chu VLAA leh Technical Assistant (TA) ten a hmunah enin an siam thin tur a ni.

37. Bank/Post Office atanga hlawh lak kher hi enge a tulna ?

= Sorkar laipui chuan, mi harsa ve te te ten Bank leh Post office a sum khawl dan te hi thiam se a duh a. Tin, Bank leh Post Office kaltlanga hlawh lak hian langtlang taka pawisa inpekna hmanrua a ni a. Mirethei te hlawh chu pawhpen sak/chhuh sak/cut sak lova, anmahni ngeiin an hlawh an lek theihna atana ruahman a ni a. Chuvangin, mipui te hmangaihna avanga hetiang a tih hi a ni.

38. Ka hlawh zat ka hmuh kim lohin engtin nge ka tih ang ?

= A hmasa berin, nangma hlawh petu hnenah a chhan zawt la. I lungawi lo anih chuan P.O –ah I thlen thei a. Chubaka, lungawi lohna thlenna turin sorkarin District tinah Ombudsman a dah mek baw.

39. MIS hi enge a lawmpui ? Engtia pawimawh nge ?

= MIS chu Management Information System tihna a ni a. MGNREGS hnuaia hnathawh tur te, hnathawh mek leh hnathawh zawh bakah hlawk lak anih dan thlenga Internet-a mi zawng zawng hmuh theih tura tarlanna a ni a.

40. Ni 100 inhlawhna hmanga hnathawh te hi Sign Board tar kher a ngai em ni ?

= Ngai tehreng mai. Hetianga ziah tur hi a ni : MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT GUARANTEE ACT (Details of Work) Name of Work : _ Village/G.P : _ Details (location-Khasra No : From A to B). Project : _ Year : _ Executing Agency : _ Schedule of rates (SoRs) : - Sanction Amount : - Material Labour Ratio : - Date of Start : _ Completion date : _

41. Gram Sabha hi enge a awmzia ?

= Gram Sabha tih chu Vantlang Rorel inkhawm tihna mai a ni a. Khaw khata cheng, kum 18 tling chin zawng zawngin an khawchhung pawimawh Village Council te kaihhruaina hnuaia ro an rel thinna hi a ni.

42. Gram Sabha-ah chuan tel ngei ngai zat (Quarum) a awm em ?

= Gram Sabha chungchang hi State sorkar thuneihna a ni a, an state Local Self Government Act-ah an telh tur a ni a. Mizoram-ah hian chutiang chu kan nei chiah lova. Chuvangin, Quarum hi a awm rih lova, Dan dik tak hmanga koh, mipui hriattira Vantlang inkhawm neih anih chuan an thutlukna apiang chu pawm mai tur niin a lang.

43. Enge ni Social Audit an tih the fo mai hi ?

= Vantlang Rorel inkhawm emaw, a titu tura sorkar leh khawtlangin an mi ruat ten thup engmah awm lova khawtlang tana sum leh pai lo kal, anihna ang takin an hmang em tih an endik hona hi a ni a. **Social Audit**-ah chuan Sum leh pai hmangtu (Implementing agency), sum leh pai dawngtu (Beneficiaries), a tak taka thawh lanna endik (Physical Verification) leh Sorkar lam atanga thil diklo awm thin ching fel thei nghal (Officials) te an awm a tul a. Chung miten sum leh pail eh hnathawh a inphu em tih an endik tlanna chu **Social Audit** chu a ni.

44. Social Audit hi neih ngei a ngai kher em ni ?

= Tunhma deuh kha chuan a ngai kher lo thin a. Tunah chuan Ni 100 inhlawhnaah hian kumtina vawi 2 tal neih ngei ngei ngai thil a ni tawh a. neih loh chuan sum leh pai hrek thlenga inhrem theihna a ni tawh a ni.

45. Convergence an tih the fo mai hi enge a awm zia ?

= Scheme leh Programme tam tak India ramah hian a awm a. Tum inang reng si, sum leh pai pek dan inang lo hret, hming hrang nisi a tam em em mai a. Chungte chu tha zawk leh hlawk zawka kalpui anih theihna turin sorkar chuan ruahmanna a siam a, chu chu Convergence an tih chu a ni a. Scheme leh Programme te chu a kal dan ngai rengin la kal tho siin, a hnathawh kawngah inhre tawn leh inpuh tawnin an kal thei dawn a. Chutianga kalpui anih chuan a hlawkna teltu mipui tan a lo chhaw nahawm zawk tawh ang.

Chapter – V

INDIRA AWAAS YOJANA (IAY) (MIRETHEI IN SAK TANPUINA) CHUNGCHANG

Hmeithai / Miharsa te In sak tanpuina tia kan sawi mai thin, Indira Awaas Yojana (IAY) hi kum 1985-86 atang khan Rural Landless Employment Guarantee Programme (RLEGP) peng pakhat (Sub-Scheme) a ni thin a, kum 1989 April thla atanga scheme thar Jawahar Rozgar Yojana (JRY) hman anih khan IAY chu JRY peng pakhat (Sub-Scheme) a ni chhunzawm zel a. Amaherawhchu, 1st January 1996, atang khan IAY chu scheme hranpa, amaha ding (Independent Scheme) ni turin ruahmanna siam a ni a. Tun thleng hian, Ministry of Rural Development scheme pawimawh tak mai, Flagship Programme a ni chhunzawm zel a ni.

TARGET GROUPS

Tunhma khan Below Poverty Line-a awm (BPL) chhungkua chauh ni lovin Scheduled Tribes/Scheduled Castes leh freed bonded labourers te tan a thlawna insak sak hi phal thin a ni a. June, 2013-atang chuan Below Poverty Line(BPL)-a awm te chauh a huam tawh dawn niawm tak a ni. In hmun nei lo tan pawh, inhmun ngaihtuah sak theih an ni. IAY hnuaia In sak tanpuina pek turte chu khawtlang mipuite'n vangtlang rorel inkhawm-ah an thlang chhuak ang a, chung mite chuan IAY hnuaia In sak tanpuina hi an dawng tur a ni.

TANPUINA THLAN DAN TUR :

Village Council te chuan Socio-Economic Caste Census (SECC), 2011-a lang angin BPL list a chuang, in la nei lo zawng zawng list chu an siam ang a. Vantlang Rorel inkhawm kovin, a kim lo leh siamthat ngai a chuan an siam tha ang a. Dawng hmasa tur list siamin BDO-ah an thehlut ang. BDO te chuan DRDA-ah an Block chhuanga khawtin list chu fel taka ziakin an thehlut ang a. DRDA in kum 5 chhung atana Permanent Wait List chu a buaa chhuahin a dah ang. AwaasSoft-ah a upload baw tur a ni. Kuntin Central in allocation a rawn siam dan anga List awmsa hmanga pek mai tur a ni.

ALLOTMENT OF HOUSES

IAY hnuaia insak tanpuina hi Hmeichhe hminga pek ni thei se a tha ber a. Hmeichhe hminga pek a remchang lo a nih pawhin an nupa tuak (husband and wife) hminga pek tur a ni. Hmeithai leh pasal neilo hminga pek hi a theih chen chenah chuan tih ni se. Amaherawhchu, pianphunga rualbanlo hminga pek a nih erawh chuan, a dawngtu hming ngeia pek chhuah tur a ni. Sanction order chu State sawrkar-in sanction order form a buatsaih hmanga pek thin tur a ni.

IN SAK DAN TUR :

In thar sak a nih hian, a zauzawng chu 20 Sq.mtr aia zim lo a ni tur a ni A. Hei hian Ek in a huam lo ang. IAY hnuaia Insak chu a nghet tha taw tur a ni. Thlipui naranin a tihchhiat theih a ni tur a ni lo. A ni lo berah pawh kum 30 tal a daih tur a ni. Hemi

atan hian hmanraw tlo leh daihrei tur pawh ngaihtuah tur a ni a. In sak tanpuina dawngtu duhdan erawh ngaihpawimawh tur a ni. Inthiarna/ek in, meikhu chhuahna mumal leh Barth-room te a nei tur a ni. State sawrkar-in tanpuina dangte a pe thei a nih chuan, In hi zau deuh zawk pawha sak thei a ni a. Amaherawhchu IAY hnuaia Insakna dawngtu chu leiba nei khawpa siam tur a ni lo.

IAY hnuaia insak tur chu, IAY tanpuina dawngtute ngeiin an insak hna chu an thawk tur a ni. Chumi avang chuan, IAY hnuaia insak reng reng hi Contractor hmanga sak phal a ni lo. MoRD-in IAY hnuaia insakah hian Contractor-te rawih an ni tih a hriatchhuah vaih chuan, State-in MoRD pawisa a lo pekchhuah tawh chu a rulh leh pawh a ngai mai thei a ni. Chutiang bawkin, IAY hnuaia insaknaah hian pawn lam mi an inrawlh tur a ni lo.

IAY HNUAIA INSAK TANPUINA ATANA PAWISA PEK THEIH ZAT

1st April 2013 atang chuan Hilly States and difficult areas an tih, Mizoram-ah chuan In thar sakna turin Rs. 75,000.00 pek theih a ni ta a ni. Tin, In thar sakna ni lo, In dinglai thawm that (Upgradation of dilapidated/ kutcha house) nan Rs. 15,000.00 pek theih a ni bawkin a, 2014 atang chuan Upgradation hi tihtawp a ni tawh a ni.

PROVISION OF HOUSE SITE

In hmun nei lo tan, In hmun leina turin sawrkar chuan Rs. 20,000.00 thleng a ngaihtuhsak thei a. Hei hi Central sorkar leh State sorkarin 50:50 intum sem a ngaih thung a. Mizoram-ah hi chuan IAY hnuaia tanpuina dawngtu turte hi mahni inhmun neisa an nih hlawm avangin ngaihtuah sak an ngai lo tlangpui.

SPECIAL PROJECTS

Sawrkar laipui chuan 5% (Za-a panga) IAY allocation atang hian Special Project atan a dah hranga. He 5% reserved / dah hran hi a hnuaia sawi ang thil a thlenin dil theih a ni.

1. Hriat lawk loh chhiatrupna (Natural calamities) BPL chhungkua atanga a thlenin, chutiang mite chhawmdawlana atan.
2. Tharum thawhna avang leh dan kenkawh mumal loh avanga BPL chhungkua ten tawrhna an tawh hunah, chutiang mite chhawmdawl nan chuan dil theih a ni.
3. Hnathawka chhawrluih leh khuahkhirna hnuaia awm, chhuah zalen an nih hunah an inbenbel nan dil theih a ni.
4. Hnam hnufual bikte chhawmdawlana atan.
5. Technology thar hmuhchhuahte enchhin nan.

Hetianga chuan State Sawrkar in MoRD-ah proposal a submit tur a ni. Sl.No. 1 & 2 tih loh khi chu September thla chhungin Empower Committee ngaihtuah turin proposal a thehlut thin tur a ni. Sl. 1 & 2 hi chu, hetiang thil a lo thlen hun hunah proposal siama, MoRD-ah submit mai tur a ni.

FUNDING PATTERN

IAY hnuaia Insak tanpuina hi Sawrkar laipui leh State sawrkar-in pawisa an thawh atanga pek thin a ni. North Eastern States ah chuan 90% hi Sawrkar laipui tum a ni

a, a dang 10% chauh hi State Sawrkar tum ve tur a ni. India ram state dangah chuan 75% hi Central Sawrkar tum a ni a, a dang 25% hi State Sawrkar tum a ni thung.

ADMINISTRATIVE EXPENSES

Tun dinhmuna hian Administrative Expenses atan total allocation from the Central & state atangin 4% thleng hman theih a ni a. Hemi atang hian State level-ah 0.5% hman phalsak a ni a, hemi bak zawng chu District-a pekchhuah tur a ni. Administratives cost atana hman theihna te chu :-

- (i) Preparation of IEC material including electronic material especially on different designs and technology options;
- (ii) Imparting habitat and housing literacy to beneficiaries;
- (iii) Construction of prototypes and preparation of small scale models for demonstration;
- (iv) Cost of photographs of the house at various stages and of uploading them;
- (v) Cost of quality supervision and monitoring through visits;
- (vi) Cost of hardware/software for MIS;
- (vii) Cost of data entry in AwaasSoft, including hiring of personnel on contract;
- (viii) Training of master masons and beneficiaries providing labour, including training on maintenance practices;
- (ix) Training of Community Resource Persons (CRPs) and NGOs;
- (x) Payment of honorarium to CRPs and service charges to NGOs;
- (xi) Training of officials and elected representatives of Panchayats;
- (xii) Conduct of assessments and evaluation studies;

AGENCY FOR IMPLEMENTATION

Mizoram angah chuan DRDA hi Implementing Agency-atan hman an ni. BDO kaltlangin In sak tanpuina hi pek thin an ni a. Village Council te hian a sak dan tur ruahmna an siampui thin ang. An sa ngei em tih pawh an enpui bawh ang.

TIMELINES FOR CONSTRUCTION

Harsatna hrang hrang awm thei mah se, IAY hnuaia in sak chu a rang thei ang bera zawh tum tur a ni a. Hetiangin -

Stage 1 – Lintel level thlenga sak hi pawisa first installment pekchhuah atanga thla kua (nine months) chhung chuan zawh ngei tur a ni.

Stage 2 – In sakzawh (Completion) hi Second installment pek atanga thla kua (nine month) chhung chuan sak zawh ngei tur a ni.

A chung a sawi ang hi harsatna engemaw avang pawh nise, hemi hun chhung hi chuan sak zawh ngei tur a ni. Harsatna bik a awm a nih loh chuan, IAY hnuaia in sak hi first installment pekchhuah atanga thla hnih aia rei lo chhunga sak zawh tur a ni.

IAY hnuaia In sakah reng reng, IAY Sign Board-ah IAY LOGO chuang tar ngei ngei tur a ni. He IAY Logo leh Sign Board siamna man tur hi State Sawrkarin a fix tur a ni a. Central share atang chuan Rs. 100.00 aia tam a ni tur a ni lo.

SENSITISATION OF BENEFICIARIES

IAY hnuaia tanpuina hmu tura thlan te chu hmun remchang laiah kohkhawm tur an ni a, tanpuina dawngtu tur te chu an chanpual tur leh an tih tur te lungawi taka an tih theih nan hrilhhriat tur a ni. Tin, IAY hnuaia tanpuina dawngtu tur te chuan, an chhungkaw harsatna an neih emaw, an mimal harsatnate an nei a nih chuan sawichhuak ngam ngei turin hriattir tur an ni.

ISSUE OF SANCTION LETTER AND RELEASE OF FIRST INSTALLMENT

Mizoram Sawrkar chuan, IAY hnuaia In sak tanpuina dawngtute hnena pawisa pek chhuah dan tur (installment) fel takin a duanga, (vide Office Memorandum No.F.23012/1/10-RD (IAY)Pt. dt. 22.09.2010) Hei hi a tarlan a la ni ang.

Amaherawhchu, IAY kaihhruaina thar ber (Guideline June-2013)-a a landan chuan,

- i) Sanction order chu IAY tanpuina dawngtute mimal mal hmingin a rammite tawng ngeiin, State-in format a siam hmangin an pechhuak tur a ni. Tin, sanction order-ah chuan pawisa pek chhuah dan chhipchiar taka tarlangin buatsaih tur a ni.
- ii) Minaran hriatthiam theih ngei turin IAY hnuaia tanpuina dawngtu-te hi, tanpuina pek-awm ngawi ngawi an nihnate tarlanga mipui hriattir tur a ni.
- iii) IAY hnuaia Insak tanpuina hi, pawisa faia pekchhuah phal a ni lo va. Chuvangin, IAY hnuaia tanpuina hi a dawngtu turte hming-in Bank or Post Office-ah Account hawn a ngai a, Tanpuina pawisa chu pawisa faia pe lovin, an Account-ah dah luh mai tur a ni.
- iv) Engemaw avanga IAY tanpuina dawngtu hnena Account kaltlanga pek a remchang lo a nih chuan, a chhan leh vang tha tawk tarlangin, Empower Committee hriattir a, an ni phalna chauhin pawisa faia pek theih a ni. Chutianga pawisafaia in pek a nih dawn pawhin a hnuaia tarlan ang hian pawisafaia inpek chu a theih chauh a ni :-
 - (a) IAY hnuaia tanpuina chu vangtlang pungkawm hmaah midang hriatpuinain pekchhuah chauh tur a ni.
 - (b) Midangte hriat theih turin, IAY hnuaia tanpuina dawn tur sanction zat leh tuna pekchhuah tur zat chu puan zar tur a ni.
 - (c) IAY hnuaia In sak tanpuina dawngtu hnen atangin, pawisa a dawng ngei a nih tih tarlanna lehkha (receipt) lak a, chu lehkha chu V.C.record atan dah that tur a ni.
 - (d) Hengte hi **Social Audit** neih hunah finfiah theihin a awm tur a ni.

State sawrkarin chutianga atana hun remchang chu a ruat tur a ni. Hei hian langtlang takin engkim tih a ni tih a finfiah dawn a ni.

STAGES OF CONSTRUCTION AND RELEASE OF INSTALLMENTS

Mizoram sorkar, Rural Development Department, Government of Mizoram Notification vide Office Memorandum No.F.23012/1/10RD (IAY)Pt. dt. 22.09.2010 tichhuakin, hetiang hi Satge-wise a fund pek dan tur chu a ni. Funds should be released in two installments from the DRDA to the Block and from the Block to the beneficiaries.

1. Second installment pek hmain Block office lamin a dawngtu in sak chu an endik phawt tur a ni a, First installment a an pawisa pek atanga an hnathawh dan (Foundation level, lintel level etc.) an pawisa pek nen a inphu em tih an en dik vek phawt ang a, a endiktu in lehkhah a sign hnan ngei tur a ni.
2. Lintel level an zawh dan a zirin DRDA in Block-ah, chutah a dawngtu hnenah 2nd installment pek tur a ni ang.
3. Tanpuina dawngtute reng reng chuan Bank/Post office-ah Account an hawng vek tur a ni a. He Account hmang hian Block ten pawisa an pe ang.

RELEASE OF FUNDS

MoRD chuan a hnuaia sawi ang hian IAY hnuaia tanpuina pawisa chu a pechhuak ang:

- i) Kumkhat chhunga allocation chu, MoRD chuan installment 2 (hnih)-in a pechhuak ang.
- ii) First installment atan hian allocation atanga 50% pekchhuah a ni ang.
- iii) Second installment chu kumkhat chhung atana allocation atangin first installment lo pekchhuah tawh paih-in a la bang chu a pechhuak ang.
- iv) MoRD-in sum a pekchhuah reng reng chu District-in IAY pawisa dahna tur bik an siam Account-ah an dah thin ang.
- v) State khirkhan bik leh harsatna nei te chu, Empower Committee-in rem a tih chuan, IAY sum hi MoRD chuan installment khatin a pe chhuak thei ang. State sawrkar pawhin a dawngtu tura thlanchhuahte hnenah installment khat-in a pe chhuak ang.

State Matching Share hi 4% Administration-a hman tur nen Central-in pawisa a release atanga ni 15 chhungin a release vek tur a ni. State-in a tum ve tur State Matching Share hi State-in a pe lo a nih chuan, MoRD chuan, State-in a tum tur a pek loh avangin, Central Share Release hunah hian, a phutaw (proportionate) chu Central share atangin paih (deduct) a ni ang.

ROLE OF IMPLEMENTING AGENCY

IAY hnuaia Insak chungchangah hian Village Council ten mawhpurna an nei tam hle a. Chung an mawhpurna tlangpui te chu a hnuaiah hian tarlang ila:

- 1) Socio-Economic Caste Census data hmang tangkai turin, Baseline Survey hi Village Council kaihhruaina hnuaia neih tur a ni.
- 2) Vangtlang rorel inkhawm (Gram Sabha)-in kum 5 chhung atana IAY hnuaia tanpuina dawngtu tur an thlanchhuahte pawmpui turin, khawtlang mipui, a tam thei ang ber an tel theihna turin hma an la tur a ni.
- 3) IEC campaign chi hrang hrang hmangin, mipuiten IAY chungchanga hriat tur an hriat theihna turin hma an la tur a ni.
- 4) IAY hnuaia tanpuina dawngtu tura thlanchhuahte nen hun remchang leh hmun remchang laiah inhmukhawmna (meeting) an buatsaih tur a ni. He inhmukhawmna-ah hian IAY hnuaia Insak chungchangah leh hriattur tulte inzirtirna neih tur a ni.

- 5) Village Council chuan Vantlang inkhawm-ah an khaw chhunga IAY hnuaia In sak tanpuina dawngtu, mahni kuta In sa thei lo turte chu an chhinchhiah ang a, engtia tanpui tur nge tih leh In satu tur miremchang an dap sak tur a ni.
- 6) IAY hnuaia Insak tanpuina dawngtu te chu In sakna tur hmanrua, man tlawm zawka an lei theihna tur leh Insak sak tu tur Mitiri (Mistiri) rawih tur leh an hlawh zat tur ngaihtuah kawngah hma an la tur a ni.
- 7) Village Council meeting an neih apiangin IAY hnuaia tanpuina dawngtute In sak hmasawn dan te an sawiho thin tur a ni.
- 8) **Social Audit** Team-in IAY chungchanga **Social Audit** an neih hunah thahnemngai takin a tul angin an tanpui tur a ni.
- 9) Khawtinah IAY scheme hi tha tak leh hlawhtling taka kalpui a nih theih nan Special Function-a Committee emaw Task Force emaw Village Council-te kaihhruainain din tur a ni a. Hetah hian khawtlang hruaitu mi chi hrang hrang an tel theihna turin hma an la tur a ni.

BDO Office-a thawktute hian IAY hnuaia tanpuina dawngtute chu tha taka In an sak theihna turin In sakna tur chak lakkhawm chungchangah leh a tul ang apiangah an pui tur a ni a, vuivaina an nei a nih pawhin an vuivaina chu an dawngsawng anga, a tam thei angin Field Monitoring-te neiin an vuivaina chu an chinfel sak tur a ni a. Hemi chungchanga report tur awm apiang chu DRDA-ah an thlen thin tur a ni. In sak hi zawh a nih thuai theih nan, tih tur pawimawh tak an nei a ni.

DRDA - te chuan an district chhunga IAY hnuaia Insak chungchangah tha tak leh dik taka pawisa hman a nih theihna tur leh a hlawhtlin theihna turin mawhphurna pawimawh tak an nei a ni. IAY Guideline hi zawm a nih leh nih loh chungchangah leh thil tluang taka a kal theih nan, an district chhung chu an vil ngun tur a ni. IAY pawisa hi dik tak leh hlawk taka hman a nih theih nan, mawhphurna an nei a ni tih pawh an inhre tur a ni. Village Council-te an tihtur an hlenchhuah theihna turin, a hnuaia tarlante hi State Sawrkar chuan a ti tur a ni:

- i) Village Council membrete'n an hna / tihtur tha taka an tihtheihna turin Training an buatsaih sak tur a ni
- ii) Village Council membrete chu IEC hmanrua, a bik takin In sakna hmanrua tha leh tunlai thiamna hmanga siamchhuah an neih theihna turin an pui tur a ni.
- iii) An hnathawh nena inphu tur, atul dan angin Administrative Expenses-a hman tur sum an ngaihtuah pui tur a ni.
- iv) State- chuan, zawm theih ngei tur IAY chungchanga mawhphurna inhlan chhawn dan tur Order a chhuah tur a ni. Hei hi thlaruk chhunga tih tur a ni.

ACCOUNTABILITY

IAY hnuaia hma lakna chungchangah a hnuaia a mi te hi tih ngei ngei tur leh zawm ngei tur a ni:

- i) Khawchhung remchang, Bang-ah emaw Notice Board-ah emaw IAY hnuaia kum 5 chhung atana In sak tanpuina dawngtu tura thlanchhuahte hming chu mipui hmuh theih turin tarchhuah ngei ngei tur a ni.

- ii) Kumkhat chhung atana In sak tanpuina dawng tura thlanchhuahte hming chu Public Notice Board-ah emaw Bang remchang laiah tarchhuah tur a ni.
- iii) IAY dawngtu tur, thlanna atana an tehfung pawh mipui hriat turin tarchhuah tur a ni.
- iv) IAY hnuaia tanpuina dawngtu chungkaw tinin an dawn tur zat pawisa pawh tarlan tur a ni.
- v) IAY hnuaia In sak zawh ni (Date of Completion) tarlan tur a ni.

IAY hnuaia tanpuina dawngtute leh a dawng tur te chu **Social Audit** neih hunah endik tur a ni a. A dawngtu tur dik takin an dawng em tih leh an sum leh pai dawn chu anih dan tur dik takin an hmang em tih **Social Auditors** ten an endik thin bawh tur a ni a. Report pawh **Social Audit** end process (Gram Sabha) ah an pharh thin ang a, sorkar-ah pawh an thlen thin ang.

MIZORAM A SOCIAL AUDIT LAMA THAWKTU TURTE

1. Central sorkar duh dan angin **Social Audit** bik buaipui tur liau liauvin Mizoram State **Social Audit**, Accountability and Transparency (MISSAAT) din a ni a. Hei hi Society Registration Act, 1860- angin sorkar-ah Registered a ni tawh nghe nghe a ni.

2. **Hetiang hi Organisation Structure chu a ni :-**

3. (a) GOVERNING BODY OF **SOCIAL AUDIT**

Chairman : Secretary, RD,

Member's Secretary : Director, SA

Members : Secretary

- Planning
 - Finance,
 - Local Administration Deptt.,
 - Law & Judicial Deptt.,
- Director
- Administrative Training Institute,
 - Rural Development Deptt.,
 - Account and Treasury Deptt.
 - State Institute Rural Development, Mizoram.

- (b) Directorate of MISSAAT :

Director
Joint Director
Deputy Director
State Coordinator
State Resource Persons
Clerical staff
Driver
IV Grade

- (c) District Resource Person (1- 2 person each district)

- (d) Village **Social Audit** Facilitator/Village Resource Person (2 -3 persons each) (Bharat Nirman Volunteers)

4. **Social Audit Directorate tih tur :**

- 1) Mahatma Gandhi National Rural Employment Guarantee Act, 2005 hnuaia a scheme Village Implementing Agency te hnathawh endik sak.
- 2) Vantlang rorel inkhawm in tha taka **Social Audit** an neih theih ngeina turin thiamna leh theihna (capacity) a pe ang a; chutiang atan chuan mipui te chanvo dik tak haichhuak thiam/thin tlawmngai pawl (civil society organization) emaw mihring emaw te chu State

ah te, District ah te, Block-ah te leh khaw tinah chhawr awm te chu a chhawrin a hmang tangkai ang.

- 3) Indira Awaas Yajona (IAY) hnuaia khawtina hnathawh endik sak.
- 4) Sorkarin a tul a tih apianga Scheme a hnathawh endik sak.
- 5) Langtlang leh dik taka scheme leh programme te a kalpui anih theihna tura tan lak.
- 6) Rural Development programme te tha taka kalpui a nih theihna tura Research and Development lam buaipui leh mipuiin an hlawkpui ngei tura thawh.
- 7) A mamawhtu mipui leh thawktute hnenah Training, Conference, Seminar, Workshop leh study tour te buatsaih.
- 8) **Social Audit** Format, Training Calendar, Modules, Curriculum, reading materials, pamphlet, leaflets, painting, hoarding etc. te a tul dan anga buatsaih.
- 9) Dan hnuaiah hlawhfaten an dikna leh chanvo dik tak an chan theihna turin zirtirna pek;
- 10) A chhawr tangkaitu ten an hnathawhna records vawn te an endik theih nana puih;
- 11) Tha taka Vantlang rorel inkhawm (Gram Sabha) buatsaih leh thil hmuchhuah te chu sawiho hnuah thutawp siam;
- 12) A tul dan anga Central leh State sorkar hnuaia hnathawh te Monitoring leh Evaluation hna te thawh.
- 13) Lehkhabu leh Chanchinbu te a tul dan anga buatsaih leh chhut bakah mipui te tana Scheme chhawr tangkai dan tur kawhbmuh.
- 14) Mipui vantlang hmuh theih tura **Social Audit** report leh bawhzuina te phochhuah;
- 15) **Social Audit** Report buatsaih leh website-a chhut luh.

5. **Social Audit a thawktu tin mawhphurhna :**

(a) **Director – Social Audit** Director chu mipui te chanvo leh an tana hnathawk tawh kum 15 tal heti lama tawn hriat nei a ni tur a ni a. Sorkar hnathawk lai emaw, Contract a rawih emaw a ni tur a ni. A rank pui tur chu State sorkar-a Joint Secretary level emaw Director, MGNREGS aia hniam lo emaw a ni tur a ni. Hengte hi a hnathawh tur te chu a ni :-

- i. Nitina Directorate hnathawh enkawl.
- ii. Directorate/Society a Policy leh programme awm te tihlawhtlin.
- iii. Society/Directorate vision leh objectives te tihlawhtlin
- iv. Governing body thurel anga a tul dan anga staff recruitment buatsaih.
- v. Term and condition awmsa anga staff contract ziahpui leh a tul dan anga disciplinary action lak.

- vi. Chairman, Governing body of MISSAAT thupek anga Governing Board meeting koh, minute ziah leh Society record & Register zawng zawng vawn
 - vii. A level pui Department dang a mite anga financial power pek anga hman.
 - viii. Society in a tum hlenchuak tura mipui leh sorkar officials te biak.
 - ix. Sorkar in tul a tiha thuneihna a pek apiang hlenchhuah.
- (b) **Joint Director** – Rural Development emaw hetiang lama mipui chanvo chawikanna atana kum 10 tal thawk/tawnhriat nei tawh a ni tur a ni a. A rank pui chu State sorkar-a Deputy Secretary a ni ang a. A hnathawh tur chu Director nen inberawnin siam a ni ang. Hengah te hian mawh a phur ang :-
- (i) Nitin office hnathawh kawngah Director a puih thin ang.
 - (ii) Policy direction leh **Social Audit** conduct chungchangah Director thurawn a pe thin ang.
 - (iii) Civil Society leh organization te be pawptu leh kaihruaitu a ni ang.
 - (iv) **Social Audit** manual te, Rules te, Guidelines leh training modules; etc. buatsaih kawngah sulsutu a ni ang.
 - (v) Drawing & Disbursing authority a ni ang.
 - (vi) Training leh Research work lama sulsutu a ni ang.
- (c) **Deputy Director** - Rural Development emaw hetiang lama mipui chanvo chawikanna atana kum 5 tal thawk/tawnhriat nei tawh a ni tur a ni a. A rank pui chu State sorkar-a Under Secretary a ni ang a. A hnathawh tur chu Director nen inberawnin siam a ni ang. Hengah te hian mawh a phur ang :-
- (i) Day to day Office Administration chungchangah mawh a phur ang.
 - (ii) Training Coordinator a ni nghal ang.
 - (iii) Report and Return-ah mawh a phur ang.
 - (iv) MIS ah mawh a phur ang.
 - (v) Monitoring and Evaluation ah mawh a phur ang.
 - (vi) Financial matters ah mawh a phur ang.
- (d) **State Coordinator** - Rural Development emaw hetiang lama mipui chanvo chawikanna atana kum 3 tal thawk/tawnhriat nei tawh a ni tur a ni a. A rank pui chu State sorkar-a Assistant Director a ni ang a. A hnathawh tur chu Director nen inberawnin siam a ni ang. Hengah te hian mawh a phur ang :-
- (i) Training chungchangah Dy. Director a puih ang.
 - (i) Report and Return-ah mawh a phur ang.
 - (ii) MIS ah mawh a phur ang.
 - (iii) Monitoring and Evaluation ah mawh a phur ang.
 - (iv) Conduct of **Social Audit** ah mawh a phur ang.

- (e) **State Resource Persons** : Open Advertisement hmanga lak emaw, Deputation or Transfer hmanga he post hi hnawhkhat tur a ni ang. Heti lama kum 2 tal experience nei chu duhsak bik an ni ang. Heng te hi an tih tur leh mawhphurhna chu a ni ang –
- (i) Training Module siam.
 - (ii) Training Calendar siam
 - (iii) Training Conduct
 - (iv) Training Report buatsaih
 - (v) **Social Audit** tha taka conduct anih theihna tura DRP te tlawh kual
 - (vi) MIS ah report pek.
- (f) **District Resource Persons** : Open Advertisement hmanga lak emaw, Deputation or Transfer hmanga he post hi hnawhkhat tur a ni ang. Heti lama kum 2 tal experience nei chu duhsak bik an ni ang. Heng te hi an tih tur leh mawhphurhna chu a ni ang –
- (i) Training Conduct
 - (ii) Report pek
 - (iii) An district chhunga khawtinah **Social Audit** conduct anih ngei theihna tura tih tur hrang hrang buaipui.
 - (iv) Village **Social Audit** Report lo lakkhawm a, **Social Audit** Directorate ah thawn.
 - (v) **Social Audit** Directorate in tih tur atih apiang thawh.
- (g) **Village Social Audit Facilitator/Auditors** : Khaw tinah VSA hi 2-3 zel awm tur anga chhut a ni a. **Social Audit** titu tur tak tak chu chu khuaa cheng, kum 18 tling chin mi tupawh an ni a. Heng mite puihtu tur leh Audit neih dan kawhmuhtu tur chu VSA te hi an ni a. Anni hian mipui te chu **Social Audit** an neihpui ang a, heng te hi an enpui ang :-
- (i) District Resource Persons ten an pek Block lam atanga an dawn Muster Roll te chu an enfel ang a.
 - (ii) Hlawh peknaa Muster Roll-a inziak chu a tak taka mihring awm leh thawk ngei an ni em tih an enpui ang.
 - (iii) Hnathawhna hmun tlawh, record-a inziak anga thawh anih leh nih loh a hmu ngeia endik leh a senso zat chhut chhuah.
 - (iv) Pawisa chungchang ziahna bu(Cash Book), bank statements leh pawisa chungchang ziahna te chu a dik em tih leh report pek tawh chu a rintlak ngei em tih enfiah.
 - (v) Pawisa pek tawhna lehkhah - bill, voucher emaw chutianga ziah thil lei te chu estimate nen an inmil em tih en a, chung thil lei te chu inren tak chungah lei a ni em tih enfiah.

- (vi) Scheme hnuaia pawisa hmanna reng reng hnuaia thawktuten an pawisa hman dan enfiah. Wages Component emaw Material component emaw Administrative cost emaw pawh nise, an veng/khawchhunga thawh anih phawt chuan a huam vek a ni.

CHECK LIST FOR AUDIT OF MGNREGA ACCOUNTS OF VILLAGE EMPLOYMENT COUNCIL

(Please see Annexure – 29 of Operational Guideline of MGNREGA, 2013)

Sl. No	Zawhna	Aw	Aih	Sawi belh duh
1	VEC ten Audit-na atana tul lehkhawh pawimawh zawng zawng an pe vek cheu em ?			
2	Muster roll-a inziak leh a tak taka hlawh pek a inmil vek em ?			
3	Vouchers/Bill-a pawisa pekna lang ang te chu a tak taka pek an ni em ?			
4	Pawisa lakchhuah emaw hmanna emaw te chu Voucher/Bill dik tak hmanga pek/lak anni theiin in hmu em ?			
5	Bank emaw Dak in emaw P.O Office atang emaw a pawisa lak chhuah zat inziak ang chu VEC te chuan an dawng kim chiah em ?			
6	Pawisa te chu sanction anihna ang takin a hmanna turah an hmang chiah em ?			
7	Operation Guideline leh Instruction awm angin thawh phal chin dik tak thawkin sum sen a ni ngei em ?			
8	Sum leh pai te chu a hmanna tura tih nilova pawh pen emaw hman dik loh a awm em ?			
9	Vantlang Rorel inkhawm (gram sabha) ah hnathawh tur (Shelf of the Project) chu mipui ten an thlang ngei em ?			
10	An hnathawh chu chumi kuma thawh atana DPC in a pawmpui ngei Annual Work Plan (AAP) atanga administrative sanction hmuh a mi a ni ngei em ?			
11	Hmanrua lei anihin an VC/VEC te chuan State sorkarin Hmanraw Lei Dan tur Dan a siam (Procurement procedure) ang an zawm vek em ?			
12	Job Card te chu a vawn dan tura tih ang takin an vawng felin ziah dik thlap a ni hlawm em ?			
13	Hnathawh tur dilna chu Register-ah vawngin an dil ni ziakin, a diltu hnenah receipt pek a ni em ?			
14	Pawisa bothlau emaw thil tihsual liam tham nei hnenah a tul dan ang hremna pek a ni em ?			
15	Vouchers leh Receipt zawng zawng chu VEC Chairman emaw Secretary emaw			

	remtihna/phalna hmanga hman an ni vek em ?			
16	Asset Register a inziak angin a hmunah a inziak ang thil chu hmuh tur a awm tak tak em ?			
17	MGNREGA Soft-ah an khaw tan a hun taka date entry a ni em ?			

Signature with name of **Social Auditors** :

.....

CERTIFICATE FOR MGNREGA ACCOUNTS OF
VILLAGE EMPLOYMENT COUNCIL

(Please see Annexure – 30 of the Operational Guideline of MGNREGS, 2013)

Name of the Village : _____
 District and State : _____
 Block : _____
 Date visited : _____

- 1) A chung a ka/kan ziah ang hian _____
 khua chu tahrik _____ hian ka/kan tlawh a. An Account book leh
 Register an kawl zawng zawng chu chu Pi/Pu _____ (Official
 hming tarlan tur) awm lai/hriatpuinain kan endik vek a.
- 2) Information Ka/kan hmuh/awm ang zawng zawng kan en a, Cash book te Receipt
 Book leh Payment statement te theihtawpa fimkhur leh uluka kan check hnuah a
 hnuaiah kan tarlan tih chauh loh hi chu ka chhia leh tha hriatna fim tak hmangin a dik
 ngei tih ka nemnghet e.

Bill/Voucher leh Muster roll a ziaik inmil lo te chu hete table a tarlan ang hi a ni :-

Sl. No.	Description	Date	Amount

- 3) Kum _____ chhunga Cash Book leh Bank/Post Office reconciliation statement
 a inmil/inmil lo. (A inmil loh chuan a inmil tura rawtna tha zawk i neih theih chuan
 ziah tel nise)

- 4) Village Employment Council in Register chi hrang hrang an maintained dan dinhmun
 te chu hetiang hi a ni :-

Sl. No	Name of Registration	Comment from Social Auditors			
		Excellent	Good	Poor	Remarks
1.	Job Card Application Register				
2.	Job Card Issue Register				
3.	Employment Register				
4.	Muster roll Receipt				

	Register				
5	Muster roll Register				
5.	Materials Procurement Register				
6.	Asset Register				

- 5) Anmahni huangchhunga an inenkawl dan chu a tha thawkhat/tha lo. (A that loh chuan tha zawk tura rawtna i neih te han tarlang the le.)

- 6) An sum hmuh leh hmanna atangin Wages leh Material hi 60:40 ratio in VEC level-ah hian an hmang ngei e. (An hman loh chuan a chhan tarlan nise..)

- 7) VEC te hian MGNREGA fund hmangin MGNREGS a thawh phal chin tarlan ang chauh hna an thawk ngei tih ka hriatpui e.

emaw

A hnuaia MGNREGA pawisa hmanga hnathawh te hi MGNREGA in Permissible work a tarlan hna te a ni lo.

Sl. No	Name of Work	Expenditure incurred	Remarks

Signature of **Social Auditors** : _____

SOCIAL AUDIT FORMS FOR MAHATMA GANDHI NREGS

1. Name of State : _____
2. Name of District : _____
3. Name of Block : _____
4. Name of Village : _____
5. Name of Village Council President : _____
6. No. of House (reliable source) : _____
7. No. of Population : Male : _____ Female : _____ Total ; _____
8. Name of Social Audit facilitators : _____

Form 'A'**Financial sanction from the Programme Officers to the Village Implementing Agency**

Sl. No	Sanction No	Date	Purpose of sanction	No. of Day (s)	No. of Job Card	Amount

Name of Auditors :**Date :****Form 'B'****Physical inspection including wages and Material Component Report form**

Sl. No	NAME OF WORK	Date of commencement	PRESENT STATUS (Wide, Length, On-going, Complete etc.)	Commensurate /Not Commensurate

Signature of Auditors :**Date :**

Form 'C'

ACTUAL FINANCIAL STATEMENT OF VILLAGE EMPLOYMENT COUNCIL
(VEC te pawisa hmuhna dik tak ziahna)

Name of Village : _____
Name of Block : _____

INCOME (PAWISA HMUHNA) :

Sl. No	Pawisa hmuhna hmun	Hmuh ni	Eng atan nge ?	Hmuh zat	Remarks

Signature of Auditors _____

Form 'D'

ACTUAL FINANCIAL STATEMENT OF VILLAGE EMPLOYMENT COUNCIL
(VEC te pawisa hmanna dik tak ziahna)

Name of Village : _____
Name of Block : _____

EXPENDITURE (PAWISA HMANNA) :

Sl. No	Pawisa Hmanna	Hman ni	Eng atan nge ?	Hman zat	Remarks

Signature of Auditors _____

DOOR TO DOOR CAMPAIGN REPORT FORM FOR MAHATMA GANDHI NREGS

Name of District _____ Name of Block _____

Name of Village _____

Year _____

Month _____

Date of Social Audit to be held _____

Sl. No	MGNREGA chungchanga zawhna te (Questionnaires)	MGNREGA chungchanga zawhna leh - Chhanna (Reply to the questionnaires)		Sawi fiahna a tul chuan (Remarks if any)
		Aw, ni e (Yes)	Ni lo (No)	
1	2	3	4	5
A	MGNREGA HNUAIA IN REGISTER CHUNGCHANG :			
1	V.C.te hian MGNREGA hnuaia inhlawh duh chhungkhuate an tel kim theihna turin an buatsaih em?			
2	Registration tih hmasak ber tum hian Khawchhung mipuite kokhawma siam a ni em ?			
3	MGNREGA hnuaia in registerte chu tute-nge an nih tih mipuiten an hria theihnan chhiarchhuah leh tarchhuah a ni em?			
4	Village Council te hian MGNREGA hnuaia hna thawk duhte chu an in register zel thei nan kawng an hawng reng em?			
5	MGNREGA hnuaia in registerte hi ennawn reng leh mipuite hriat theih tura Notice Board-ah telh tharte chu tarchhuah thin a ni em?			
6	MGNREGA hnuaia inhlawh duh si, la in register ve lohte an awm em?			
B	NREGA HNUAIA JOB CARDS PEKCHHUAH CHUNGCHANG			
1	In register atanga thlakhat chhungin Jobcard hi pekchhuah a ni em ?			
2	Jobcard-te hi hunbi nei taka ennawn fo leh heng jobcard-a neitu chhungkhuate hi mipui hriat theiha VC Notice Board-ah tar chhuah thin a ni em?			
3	Jobcard-te hi a thlawnin pekchhuah a ni em ? nge, Jobcard mante hi laksak an ni zawk?			
4	MGNREGA hnuaia inhlawh duh si Jobcard nei lo chhungkhua emaw sawiselna nei chin fel lohte			

	an awm em?			
C.	MGNREGA HNUAIA HNATHAWH DILNA TE HI DAN ANGA CHINFEL MEK A NI EM?			
1	MGNREGS hnuaia hnathawktute hian an hnathawh tur an dil ni leh hna pek an nih ni tarlan sak an ni em?			
2	In hlawh duh mipuite chu a hun taka inhlawhna siam sak an ni em?			
3	MGNREGS hnuaia hnathawh tur siam sakte hi langtlang taka an hnathawhturte mipui hriat theih tura Notice Board-ah tarchhuah a ni em?			
4	Hnathawhtur dilsa, a hun taka hna pek silohte hian, unemployment allowance an hmu em?			
5	Hna diltute hna dilna la chinfel sak loh leh hna pek loh emaw, unemployment allowances la pek loh chungchangah sawiselna thelut an awm em?			
6	Hmeichhia te chan pual 33% hna thawh tur pek chungchangah hian an lungawitlang em?			
7	Hna diltute hnathawh tur dilna theluh hi a intahtawla hna pek an ni em?			
8	Khua atanga 5-km a hlaa hna thawh tur siam sakte an awm a nih chuan, an kalman leh an hlawh baka 10% pek belh an ni em?			
D.	HNAHTHAWH TUR SANCTION CHU LANGTLANG ANI TUR A NI..			
1	Khawtlang mipui pungkawmte hian MGNREGS hnuaia hna thawh tur ruahman Self of Project-te hi an siam a ni em?			
2	Junior Engineer-te hian hnathawhtur (technical estimate) an buatsaih lai hian khawchhung mite rawnin an buatsaih em?			
3	MGNREGS hnuaia hna thawhtur sanction-te hi shelf of project chhunga awm anga sanctioned a ni em? (Shelf of project chhunga a mi a ni em?)			
4	Thlaruk kalta chhunga MGNREGS hnuaia hna sanction leh thawhte kha pawisa sanction tawh zat leh senral zat mipui hriatturin Khawchhunga inhlawh duh pungkawm te hnenah ring taka chhiar chhuah a ni em?			
5	Village Council Notice Board-ah MGNREGS hnuaia hna thawh list te kha tarlan leh ennawn/siamthat fo a ni em aw?			
E.	LANGTLANG TAKA HNA THAWH CHUNGCHANG.			
1	Work order-te hi felfai tak leh langtlang taka mipui hriat theih turin puanzar thin a ni em?			
2	MGNREGS hnuaia hna thawhte kha,			

	hnathawhna hmunah Sign Board tarin hnathawh hming leh senzo zat te leh tuldang awm apiangte ziah lan a ni em?			
3	Hnathawh tanhmain chu hna atana hna thawktu tur (Labour) mamawh zat leh hmanrua (material) leina atana hmanraw mamawh zat tur J.E. ten an lo ruahman tawh ang chu hnathawk tura mipui pungkawm hmaah hian sawilan thin a ni em?			
4	Hna thawhna hmunah hian hnathawktu mipuite hmuh theih turin Muster Roll hi chhawpchhuah thin a ni em le?			
5	Hnathawhna atana hmanraw leite hi, hnathawhna hmunah hnathawktu mipanga talin an endik turin chhawpchhuah leh hmanraw lei te chu felfai taka registerah chhinchhiah a ni em?			
6	MGNREGS hnuaia hna thawhte kha mimal anga an hna thawh turte ruahman sak an nihin mimal hnathawh ang te chu langtlang taka hriattheih turin chhinchhiah a ni em ?			
7	Junior Engeneer-te hian chawlkar khat chhunga an hnathawh hlawh pek an nihin hnathawktute awmkhawm laiin an hnathawh chhinchhiahna felfai takin an siam em?			
8	Vigilance Committee Member-te hian MGNREGS hnuaia hna thawhte hi a hmunah kalin an endik ngai em?			
9	Lungawi lohna neite an awm em? Chutianga lungawi lohna neite chuan danin a phut angina, an lungawi lohnate chu nisarih chhungin thuneitute hnenah an thlen em?			
10	MGNREGS hnuaia hnate chu thawh zawh a nih hnuin, hnathawktute zawng zawng hnathawhna hmuna kal khawmin inhmuhkawmna an nei thin em? Chutiang hunah chuan khaw mipuite pawh sawmin, hnathawh chin, chhiahna (record)-te entheihin chhawpchhuah a ni em?			
F.	HLAWH SEM CHUNGCHANG:			
1	Nisarih chhungin MGNREGS hnuaia hna thawktute hi hlawh pek an ni em ?			
2	Hlawh hi hmun bikah leh hun bik siamin pek thin a ni em?			
3	Hlawh semchhuah hma hian, hnathawktute hnena hlawh lo sem chhuah tawh dan leh hlawh pek dan kimchang mipui entheihin a awm em? (chutiangte chu Notice Board-a Muster Roll copy te mipui hmuh theiin tarlan a ni em?			
4	Hlawh sem laiin mipui hriat theih turin, hlawh pek dan kimchang inhrilh hriat thin a ni em?			
5	Hna thawh enkawltu ni lo, midang tute emawin			

	hlawh hi an lo sem ve em ?			
6	Hun tiam chhunga hlawh hi sem a nih loh changing, hlawh sem dan chhinchhiahna record, siam a ni em?			
7	Hlawh pek dantur tarlan anga, hlawh hi a hun taka pek a nih loh avangin, zangna dawmna eng emaw tal siam a ni em?			
8	Hlawh la pek loh bat a awm em?			
9	Mizorama hman tur MoRD-in Wage rate a siam anga hlawh hi pek a ni em?			
G.	HNA THAWHNA RECORD LEH ACCOUNT-TE ENDIK (AUDIT) CHUNGCHANG.			
1	Document zawng zawng zawng hmuhtheihin a awm em?			
2	Social Audit neih hma, ni 15 hmalamah khan chutiang atana document pawimawhte chu hmuh theiin a awm em?			
3	Social Audit neih hma leh neih lai mekin mipui hmuh theih turin lehkha pawimawhte chu pho chhuah-in a awm em?			
4	Muster roll-a ziah luhte chu, a dik leh dik loh mipui hriat theih turin ring taka chhiar chhuah a ni thin em?			
5	Hnathawh chhinchhiahna Measurement Book a mi kha ring taka chhiar chhuah a ni em?			
6	Social Audit neih lai hian MGNREGS hnuaia hna thawh tawh – hna tan hma, hna thawh lai mek leh thawh zawh tawhna thlalak (photograph) hmuh theihin a awm em?			
7	Village Monitoring and Vigilance Committee din a ni em ?			
8	Chutianga din a nih chuan, Vigilance Committee chuan report an pe ngai em?			
9	Report hi pek a nih chuan, Website-ah report chu tarlan a ni em?			

ENTRY OF SOCIAL AUDIT IN THE MINISTRY WEB PORTAL
(Summary of Social Audit Report)

Name of State	
Financial Year	
Name of District	
Name of Block	
Entry by	
Password	
Name of Gram Panchayat	

Starting Social Audit Date		dd/mm/yyyy
Social Audit Duration		Days
Date of Public meeting		Dd/mm/yyyy
Facilitating Agency Engage	Yes or No	
Agency Name		
Abbr. Agency Name		
Address		
Nodal Person		
Telephone No		
Email Id		
Social Audit No.		
Social Audit Duration		
Propose Date of Public Meeting		
Actual Date of Public meeting		

Total Population of the GP		Total No. of active Job Cards under MGNREGA in the GP	
Total No. of households seeking registration(as conveyed to social audit team)		Total No. of works executed in the GP during the period of social audit	
Total amount(in Rs.) of expenditure under MGNREGA during the period of social audit		Total No. of completed works out of total works started during the period of social audit	
Total No. of person days of employment generated in works undertaken during the period of social audit		Total amount(in Rs.) of wages paid in works undertaken during the period of social audit	
Total amount(in Rs.) of paid for materials in works undertaken during the period of social audit		Name of the Supervisor/Oberver nominated by the DPC to Social Audit Gram Sabha	
Name of Social Audit Resource Persons/Village Social Auditors involved in Social Audit in GP			

Sl. No.	Issues	No. of cases	Official Responsible for default, if any	Social Audit			Nodal officer to resolve the issue
				Number of cases resolved	Timeline for pending cases to be resolved (dd/mm/yyyy)	Nodal officer to resolve the issue	
1	2	3	4	5	6	7	8
2.1	Registration of households						
2.1.1	Denial of registration of eligible households						
2.1.2	Registration of bogus households						
2.1.3	Charging of a fee for registration (specify amount)						
2.2	Job-cards						
2.2.1	Non-issuance/delay in issuance of job cards after registration						
2.2.2	Absence of photos on the job card						
2.2.3	Charging of a fee for photographs						
2.2.4	Inclusion of minor/bogus individuals in job card						
2.2.5	Job card entries not updated						
2.2.6	Entries in job card (attendance, payment) different than Muster Roll						
2.2.7	Job card is not in custody of workers						
2.3	Application for work						
2.3.1	Non-acceptance of work application						
2.3.2	Non-issuance of dated receipt for work application						
2.3.3	Issuance of undated, wrongly dated, or post dated receipt for work application						
2.4	Allocation of work						
2.4.1	Delay in work Allocation						
2.4.2	Non-payment of transport allowance (10% of						

	minimum wage) to those allocated work outside 5 km radius						
2.5	Payment of wages and unemployment allowance						
2.5.1	Non-payment of wages (specify amount)						
2.5.2	Delay in payment of wages (specify amount and period of delay)						
2.5.3	Underpayment of wages (specify the amount)						
2.5.4	Payment of wages to wrong person/ghost workers (specify the amount)						
2.5.5	Payment of wages for non-existent projects (specify the amount)						
2.5.6	Non-payment of unemployment allowance (specify amount)						
2.5.7	Delayed payment of unemployment allowance (specify amount and days/months of delay)						
2.5.8	Less payment of unemployment allowance (specify amount)						
2.5.9	Wage slip not given to workers						
2.5.10	Bank/Post Office passbook is not in custody of workers						
2.6	Selection of work and issuance of work order						
2.6.1	Selection of work not on recommendation of Gram Sabha						
2.6.2	Annual Shelf of works not prepared in Gram Sabha						
2.6.3	Priority of works not maintained						
2.6.4	Poor/wrong selection of worksite						
2.6.5	Exaggerated or inaccurate estimate of work						
2.7	Implementation and supervision of work						
2.7.1	Recording of non-existent (ghost) workers						
2.7.2	Recording of non-existent						

	(ghost) works						
2.7.3	Work not conforming to work specification or prescribed standard						
2.7.4	Procurement of less than sanctioned/poor quality materials and tools						
2.7.5	No citizen information board at the worksite						
2.7.6	Non-availability of Muster Roll at worksite for public Scrutiny						
2.7.7	Non-availability of material register at worksite						
2.7.8	Daily measurement of work done not conducted						
2.7.9	Final measurement of work by Junior Engineer (JE) not done in presence of a group of workers						
2.7.1 0	Vigilance and monitoring Committee do not visit worksite and monitor works						
2.7.1 1	Measurement Book not maintained properly						
2.7.1 2	Taking of recording of improper measurement in the Measurement Book (MB)						
2.7.1 3	Delay in issuance of Completion Certificate						
2.7.1 4	Issuance of false Completion Certificate						
2.7.1 5	Fixed point photographs taken before, during and after the work not available for public viewing and for scrutiny during the social audit						
2.7.1 6	Use of contractors in execution of works						
2.7.1 7	Use of labour displacing machines in execution of works						
2.7.1 8	No/inadequate facilities (drinking water, shade, first aid, crèche etc.) at worksite						
2.7.1 9	No action/grievance redressal within 7 days on complaints/grievance, if any						

VERIFICATION FORMAT OF IAY BENEFICIARIES

- 1. Name of State :**
- 2. Name of District :**
- 3. Name of Block :**
- 4. Name of Village :**
- 5. No. of Household :**
- 6. Name of Beneficiaries :**

- 7. Village Council te Zawhna tur :**
 - 7.1 Village Council hruaituten Permanent Wait-list an kawl em ?
 - 7.2 Permanent Wait-list chu Vantlang Rorel inkhawm pawmpui a ni em ?
 - 7.3 Permanent Wait-list angin an dawng em ?
 - 7.4 V.C te hriatpui lova dawng an awm em ?
 - 7.5 V.C ten beneficiaries te chu scheme dang nena Convergence an buaipui em?
 - 7.6 In sakna tur hmun an ngaihtuah sak em?
 - 7.7 Deference Rate of Interest Loan an dilpui em ?
 - 7.8 IAY tanpuina dawng zingah sa lo an awm em ?
 - 7.9 Vantlang rorel inkhawmin a dawngtute hi a hriatpui em ?
 - 7.10 V.C ten sawi belh duh an neih chuan -

- 8. Beneficiaries te zawhna tur :**
 - 8.1 Permanent Wait-list a mi an ni em ?
 - 8.2 Engtik kumah nge Proposal-a telh an nih ?
 - 8.3 Eng hunah nge First installment an dawn ?
 - 8.4 Eng hunah nge second installment an dawn ?
 - 8.5 Khawi Bank-ah nge Account an hawn ?
 - 8.6 Harsatna an tawk em ?
 - 8.7 An in sak zau zawng enge ni ?
 - 8.8 Thuk (Smokeless chulha) a awm em ?
 - 8.9 Ek/inthisarna in tha tawk a awm em ?
 - 8.10 Ek/inthiarna in chu eng atanga sak nge ?
 - 8.11 DRI loan an la em ?
 - 8.12 Harsatna an tawk em ?
 - 8.13 In an sak loh chuan enge a chhan ?
 - 8.14 An in sakah chuan an cheng ngei em ?
 - 8.15 Sawi belh duh an neih apiang –

PERMISSIBLE WORKS & OTHERS RELATING TO MGNREGS

MINISTRY OF RURAL DEVELOPMENT NOTIFICATION

New Delhi, the 3rd January, 2014

S.O. 19(E).- In exercise of the powers conferred by sub-section (1) of section 29 of the Mahatma Gandhi National Rural Employment Guarantee Act, 2005 (42 of 2005), the Central Government, on being satisfied that it is necessary and expedient to amend Schedules I and II of the Act, hereby makes the following amendments to Schedule I and Schedule Hof the Act, namely:

1. (1) It may be called the National Rural Employment Guarantee Act, Schedule I and II Amendment Order, 2013.
(2) It shall come into force on the date of its publication in the Official Gazette.
2. In the National Rural Employment Guarantee Act 2005, for Schedule I and II, the following shall be substituted, namely: -

“SCHEDULE-I [See section 4 (3)]

MINIMUM FEATURES OF A RURAL EMPLOYMENT GUARANTEE SCHEME

1. The Scheme notified under section 4 by all States shall be called the Mahatma Gandhi National Rural Employment Guarantee Scheme” and all documents pertaining to the said Scheme shall have a mention of the Mahatma Gandhi National Rural Employment Guarantee Act, 2005 (42 of 2005).
2. The Mahatma Gandhi National Rural Employment Guarantee Scheme shall hereinafter be referred to as “Mahatma Gandhi NREGS” and any reference in the said scheme to the Mahatma Gandhi National Rural Employment Guarantee Act, 2005 shall be referred to as “Mahatma Gandhi NREGA”.
3. The core objectives of the Scheme shall be the following:
 - (a) Providing not less than one hundred days of unskilled manual work as a guaranteed employment in a financial **year** to every household in rural areas as per demand, resulting in creation of **productive assets** of prescribed quality and durability;
 - (b) Strengthening the **livelihood resource** base of the poor;
 - (c) Proactively ensuring social inclusion and
 - (d) Strengthening Panchayat raj institutions.

Provided that the said objectives are applicable where the adult members volunteer to do unskilled manual work subject to the conditions laid down by or under this Act and in the Scheme.

4. (1) The focus of the Scheme shall be on the following works as categorised below:

I Category: A: PUBLIC WORKS RELATING TO NATURAL RESOURCES MANAGEMENT -

- (i) **Water conservation** and water harvesting structures to augment and improve groundwater like underground dykes, earthen dams, stop dams, check dams with special focus on recharging ground water including drinking water sources;
- (ii) **Watershed management** works such as contour trenches, terracing, contour bunds, boulder checks, gabion structures and spring shed development resulting in a comprehensive treatment of a watershed;
- (iii) Micro and minor irrigation works and creation, renovation and maintenance of **irrigation** canals and drains;
- (iv) Renovation of **traditional water bodies** including desilting of irrigation tanks and other water bodies;
- (v) **Afforestation**, tree plantation and horticulture in common and forest lands, road margins, canal bunds, tank foreshores and coastal belts duly providing right to usufruct to the households covered in Paragraph 5; and
- (vi) Land development works in common land.

II Category B : INDIVIDUAL ASSETS FOR VULNERABLE SECTIONS (ONLY FOR HOUSEHOLDS IN PARAGRAPH 5)

- (i) **Improving productivity of lands** of households specified in Paragraph 5 through land development and by providing suitable infrastructure for irrigation including dug wells, farm ponds and other water harvesting structures;
- (ii) **Improving livelihoods through** horticulture, sericulture, plantation, and farm forestry;
- (iii) **Development of fallow or waste lands** of households defined in Paragraph 5 to bring it under cultivation;
- (iv) Unskilled wage component in **construction of houses** sanctioned under the Indira Awaas Yojana or such other State or Central Government Scheme;
- (v) Creating infrastructure for **promotion of livestock** such as, poultry shelter, goat shelter, piggery shelter, cattle shelter and fodder troughs for cattle; and
- (vi) Creating infrastructure for **promotion of fisheries** such as, fish drying yards, storage facilities, and promotion of fisheries in seasonal water bodies on public land;

III Category C : COMMON INFRASTRUCTURE FOR NRLM COMPLIANT SELF HELP GROUPS

- (i) Works for promoting **agricultural productivity** by creating durable infrastructure required for bio-fertilizers and post-harvest facilities including pucca storage facilities for agricultural produce; and

- (ii) Common work-sheds for livelihood activities of self-help groups.

IV. **Category D: RURAL INFRASTRUCTURE:**

- (i) **Rural sanitation** related works, such as, individual household latrines, school toilet units, Anganwadi toilets either independently or in convergence with schemes of other Government Departments to achieve 'open defecation free' status, and solid and liquid waste management as per prescribed norms
 - (ii) Providing all-weather rural **road connectivity** to unconnected villages and to connect identified rural production centres to the existing pucca road network; and construction of pucca **internal roads or streets** including side drains and culverts within a village;
 - (iii) Construction of **play fields**;
 - (iv) Works for improving **disaster preparedness or restoration** of roads or restoration of other essential public infrastructure including flood control and protection works, providing drainage in water logged areas, deepening and repairing of flood channels, chaur renovation, construction of storm water drains for coastal protection;
 - (v) Construction of **buildings** for Gram Panchayats, women self-help groups⁵ federations, cyclone shelters, Anganwadi centres, village haats and crematoria at the village or block level.
 - (vi) Construction of **Food Grain Storage Structures** for implementing the provisions of The National Food Security Act 2013 (20 of 2013);
 - (vii) Production of building material required for construction works under the Act as a part of the estimate of such construction works.
 - (viii) **Maintenance** of rural public assets created under the Act; and
 - (ix) **any other work** which may be notified by the Central Government in consultation with the State Government in this regard.
- (2) The order of priority of works shall be determined by each Gram Panchayat in the meetings of the Gram Sabha keeping in view potential of the local area, its needs, local resources and in accordance with the provisions of Paragraph 9.
- (3) Works which are non-tangible, not measurable, repetitive such as, removing grass, pebbles, agricultural operations, shall not be taken up.

5. Works creating **individual assets** shall be prioritised on land or homestead owned by households belonging to the:

- (a) Scheduled Castes
- (b) Scheduled Tribes
- (c) nomadic tribes.
- (d) denotified tribes
- (e) other families below the poverty line
- (f) women-headed households
- (g) physically handicapped headed households
- (h) beneficiaries of land reforms
- (i) the beneficiaries under the Indira Awaas Yojana
- (j) beneficiaries under the Scheduled Tribes and Other Traditional Forest Dwellers

(Recognition of Forest Rights) Act, 2006 (2 of 2007), and after exhausting the eligible beneficiaries under the above categories, on lands of the small or marginal farmers as defined in the Agriculture Debt Waiver and Debt Relief Scheme, 2008 subject to the condition that such households shall have a job card with at least one member willing to work on the project undertaken on their land or homestead.

6. The State Government shall take concrete steps to achieve effective inter-departmental convergence till the last mile implementation level of the works under the Scheme with other Government Schemes/ programmes so as to improve the quality and productivity of assets, and bring in synergy to holistically address the multiple dimensions of poverty in a sustainable manner.

7. There shall be a systematic, participatory planning exercise at each tier of Panchayat, conducted between August to December month of every year, as per a detailed methodology laid down by the State Government. All works to be executed by the Gram Panchayats shall be identified and placed before the Gram Sabha, and such works which are to be executed by the intermediate Panchayats or other implementing agencies shall be placed before the intermediate or District Panchayats, along with the expected outcomes.

8. Demand for work, either oral or written, shall be registered as and when required by any job card holder and in the Rozgar Diwas which is to be conducted at every Ward and Gram Panchayat level at least once a month, leading to provision of work as per demand.

9. (1) Adequate shelf of works shall be maintained by every Gram Panchayat to meet the expected demand for work in such a way that at least one labour intensive public work with at least one work which is suitable for Particularly Vulnerable Groups especially the aged and the disabled which shall be kept open at all times to provide work as per demand.

(2) The details of the said work(s) shall be prominently displayed through writings on the walls of the village.

10. While opening works in the public works category, it shall be ensured that the ongoing or incomplete works should be completed first.

11. Work shall be provided within fifteen days, from the date of registration of the demand for work or the date from which work has been demanded in- case of advance applications, whichever is later.

12. (1) In case work could not be provided as per demand within the specified time limit, unemployment allowance shall be paid, as calculated automatically by the computer system or the Management Information System and as provided under the Act. The programme officer can reject the unemployment allowance only on grounds of force majeure.

(2) In cases where unemployment allowance is paid, or due to be paid, the Programme Officer shall inform the concerned District Programme Coordinator in writing the reasons for not providing employment to the applicants.

(3) The District Programme Coordinator shall, in his Annual Report to the State Council explain as to why employment could not be provided in cases where payment of unemployment allowances is involved.

13. Every work under the Scheme shall have a technical estimate duly sanctioned by an authority authorised by the State Government. While sanctioning the estimates the following

are required to be considered:

- (a) For all works involving construction, cost effective, labour intensive technologies and usage of local materials shall be employed as far as possible;
- (b) The Bill of quantities (used in the estimate) is stated in common terminology for easy understanding of all stakeholders;
- (c) Each work shall have a summary of the estimate, design and a technical note that indicate the expected outcomes from implementing the work.

14. The works finalised at the Gram Panchayat level and consolidated at the Block or District level shall be given Block-wise administrative or financial sanction by the competent authority within thirty days from the date of finalisation of the works at the Gram Panchayat level only after confirming that the shelf of works in any Gram Panchayat is not less than two times the labour budget approved for that Gram Panchayat.

15. The **muster rolls** for works taken up under the scheme shall be maintained as follows, namely:

- (a) each muster roll shall be in English or local language and have a unique identity number electronically generated by the computer System (e-Muster) along with the list of workers applied for work. Every Muster roll shall be signed by the authorised person of the Gram Panchayat or by the Programme Officer; and shall contain such mandatory information as may be specified by the Central Government;
- (b) muster rolls shall be maintained at the worksite by marking attendance daily by a person authorised under the Scheme, details of which shall be made available in public view on a daily basis using the computer system.
- (c) the muster roll shall be periodically checked by officials in the manner prescribed in the Scheme;
- (d) the muster roll shall be closed on the last given day, countersigned by every worker who has worked, and shall be handed over to the technical personnel for measurement;
- (e) a detailed record of muster rolls shall be maintained in the registers as specified from time to time;
- (f) when a work is in progress, the workers engaged in that work may select from amongst themselves not less than five workers on a weekly rotational basis to verify and certify all the bills or vouchers of their worksite at least once in a week;
- (g) any person shall have access to muster rolls on the worksite on demand all days during all working 1 hours;

16. Payment shall only be made based on the measurements taken at the worksite by the authorised personnel within three days of closure of the muster roll. The State Government shall ensure that adequate technical personnel are deployed to complete this work within the stipulated period. Suitable persons from the families of workers may be trained or skilled and deployed as barefoot engineers with appropriate delegation of technical powers and paid wages as skilled workers.

17. The State Government shall link the wages, without any gender bias, with the quantity

of work, done and it shall be paid according to the rural schedule of rates fixed after time ¹⁵ and motion studies for different types of work and different seasons and revised periodically.

18. A separate Schedule of rates shall be finalised for women, the elderly, people with disabilities and people with debilitating ailments so to improve their participation through productive work.

19. (a) The schedule of rates of wages for various unskilled labourers shall be fixed up so that an adult person worked for eight hours which include an hour of rest will earn a wage which is equal to the stipulated wage rate;

(b) The working hours of an adult worker shall be flexible but shall not spread over more than twelve hours on any day.

20. For all works taken up by the Gram Panchayats, the cost of the material component including the wages of the skilled and semi-skilled workers shall not exceed forty per cent at the Gram Panchayat level. For works taken up by the implementing agencies other than Gram Panchayats, the overall material component including the wages of the skilled and semi-skilled workers shall not exceed forty percent at the Block or intermediate level.

21. The works executed shall be done without engaging any contractor. Implementing agencies under the Scheme shall execute the works in conformity with the processes specified under the Act and after complying with the mandatory proactive disclosures and social audit.

22. As far as practicable, works executed by the programme implementation agencies shall be performed by using manual labour and no labour displacing machines shall be used.

23. All material required for the works shall be procured by the Gram Panchayat or the implementing agency using a transparent tender process as specified by the State Government.

24. Out of the administrative costs allowed under the Scheme, at least one third (1/3rd) shall be utilised at the Gram Panchayat level to employ and pay the Gram Rozgar Sahayak, other technical personnel as per the work done and for other administrative expenses.

25. Every Scheme to contain adequate provisions for ensuring transparency and accountability at all levels of implementation shall consist of the following measures, namely :-

- a) Mandatory Proactive disclosure of basic information to all common people and stakeholders using a '**Janata Information System' consisting of :**
 - (1) Display at each worksite the 'Janata' estimate of the work - showing the details of the work, estimated labour days, quantities of materials to be used in local terminology and item-wise cost of the estimate.
 - (2) Display on prominent walls or public boards in the village: job cards list, number of days of work provided and the wages paid to each job card holder; and entitlements provided under the Act.
 - (3) Display through boards at the Gram Panchayat Office: shelf of projects approved,

year-wise works taken up or completed by Gram Panchayats and Line Departments, employment provided, funds received and expenditure, list of materials with quantities used in each work, rates at which the material was procured.

- (4) Display on the website: The Ministry of Rural Development and the State Departments of Rural Development shall ensure that their websites are updated to fully comply with all the seventeen provisions of Section 4 (1) (b) of the Right to Information Act (22 of 2005) and all information about the Act is available in public domain, through free downloadable electronic form.
- b) **Concurrent social audit** shall be done for all works every month. For this purpose, Programme Officer shall make available free of cost, details of works done and expenditure made during the past one month to the Bharat Nirman Volunteers, village social auditors, self-help groups, youth organisations and such other village level organisations for verification and report deviations if any.
- c) **Social audit:** Implementation of all conditions for guaranteed rural employment under the Scheme and provision of minimum entitlements of labourers, including all expenditure under the Act shall be subjected to social audit in the manner prescribed by Central Government at least once in every six months consisting of the following:
- i. Identification, training of local youth as social auditors; and formation of trained social auditor teams for each Gram Panchayat with youth from outside the Gram Panchayat to conduct social audit, provided that at least 25% of village social auditors are from SC/ST groups. For services rendered by such youth, each one of them shall be paid an honorarium at a rate not less than the remuneration payable to the skilled labour under MGNREGA
 - ii. Provision of records (muster rolls, M-Books, pay orders) to the social audit teams free of cost.
 - iii. Verification of every work site to cross-check the measurements in the field with that on M-Books; and to assess the utility and outcomes of the work so executed.
 - iv. Verification of every disbursement on record with the concerned beneficiaries.
 - v. Verification of outcomes with that of estimated outcomes.
 - vi. Verification of provision of entitlements in the field.
 - vii. Review the implementation of MGNREGA for vulnerable groups
 - viii. Conduct of Public hearings by the social auditors at the Ward/Gram Panchayat and Block level to read out the findings.
 - ix. Systematic follow up action on the reports of the social audit and completing recovery of amounts found misappropriated, and completing suitable disciplinary/criminal action on the irregularities brought out in social audits within 6 months from the date of conduct of social audit.

26. Any misappropriation of amounts spent under the Act shall be recoverable under the Revenue Laws for recovery prevailing in the State.

27. Provisions for regular inspection and supervision of works by quality control teams to ensure proper quality of work as well as to ensure that the total wages paid for the completion of the work is as per the quality and quantity of work done.

28. The State Government shall take steps to organize, either through its own machinery or working with Civil Society Organisations, the workers into formal groups/labour collectives to improve their participation in implementation and to ensure provision of entitlements provided under the Act.

29. Establish an effective **grievance redressal mechanism** consisting of:

- a) Institutional mechanisms for receiving grievances as and when they arise, while fixing one day each week during which all officials shall be necessarily present for receiving grievances at Ward/GP/Block and District level;
- b) Issuance of dated receipt to complaints accepted in writing, phone, internet and orally by all personnel authorized to receive complaints;
- c) Enquiry through spot verification, inspection and disposal to be completed within 7 working days;
- d) On completion of the enquiry, immediate steps shall be taken by the concerned authority to redress the grievance within 15 days;
- e) Failure to dispose of a complaint within seven days shall be considered as a contravention as per Section 25 of the Act;
- f) In case of a *prime facie* evidence regarding financial irregularities are noticed after preliminary enquiry of the complaint or of findings in the social audit report, the District Programme Coordinator after obtaining legal advice will ensure that a First Information Report is lodged;
- g) The concerned authority shall be responsible for informing the person or party aggrieved of the conclusion of enquiry and steps being taken for the redressal of his/her grievance, in writing;
- h) The action taken on the complaints received by all agencies shall be placed before the meetings of the intermediate Panchayat and the District Panchayat respectively.
- i) Appeals against the orders of the Gram Panchayat shall be made to the Programme Officer; those against the orders of the Programme Officer shall be made to District Programme Coordinator; those against the District Programme Coordinator shall be made to State Commissioner (NREGS), Divisional Commissioner (NREGS) and State Grievance Redressal Officer.
- j) All Appeals shall be made within forty five days from the date of the issuance of the order,
- k) All Appeals shall be disposed off within one month.
- l) There shall be a system of escalation of the grievances registered at ward/GP/Block/District level if not resolved within 15 days to the next higher level; and monitoring the same electronically.

30. Ombudsperson: There shall be an Ombudsperson for each District for receiving grievances, enquiring into and passing awards as per guidelines issued.

31. State Government shall coordinate the activities of Programme Officer, District Programme Coordinator, Ombudsmen, Social Audits Units, call centres or help Lines, Vigilance and Monitoring Committees, National Level Monitors, Rozgar Sahayata Kendras and any other entity authorised by the appropriate Government for an effective monitoring of the programme and redressal of grievances.

32. Wherever contravention of the provisions of the Act has been proved after due enquiry by the State Government or the District Programme Coordinator or the Programme Officer or the Ombudsperson or any other authority authorized by the State Government, action in accordance with the provisions of Section 25 of the Act shall be taken.

33. The District Programme Coordinator, the programme officer and the Gram Panchayat shall prepare a report annually containing the facts and figures and achievements relating to the implementation of the scheme within his or its jurisdiction and a copy of the same shall be made available to the public on demand on payment of such fee as may be specified in the Scheme.

34. All accounts and records including muster rolls relating to the scheme shall be made available for public scrutiny free of cost. Any person desirous of obtaining a copy or relevant extracts therefrom may be provided such copies or extracts on demand not later than three working days from the date of receipt of application.

35. There shall be a Capacity Building Plan, Information Education Communication plan and a plan for strengthening Panchayats as a part of the scheme.

SCHEDULE II **(See Section 5)**

CONDITIONS FOR GUARANTEED RURAL EMPLOYMENT UNDER A SCHEME AND MINIMUM ENTITLEMENTS OF LABOURERS

Job cards:-

1. The adult member of every household residing in any rural area and willing to do unskilled manual work may submit their names, age and the address of the household to the Gram Panchayat at the village level, in whose jurisdiction they reside, for registration of their household for issuance of a job card. If the job seeker is a single woman or disabled person or aged person or released bonded labour or belonging to Particularly Vulnerable Tribal Group, they must be given a special job card of a distinct colour which will ensure them a special protection in providing work, work evaluation and work site facilities, as the case may be.

2. It shall be the duty of the Gram Panchayat, after making such enquiry, as it deems fit, to issue a job card within fifteen days from the date of receipt of such application, containing therein a unique job card number with details of the registered adult members of the household, their photos, Bank or Post office account number, insurance policy number and the Aadhaar numbers if any.

3. The job card issued shall be valid for at least five years after which, it may be renewed

after due verification.

4. No job card can be cancelled except where it is found to be a duplicate, or if the entire household has permanently migrated to a place outside the Gram Panchayat and no longer lives in the village.

5. The State Government shall make arrangements for updating the following details in the job card regularly while mentioning the key entitlements under the Act are clearly listed as follows:-

- i) number of days for which work was demanded;
- ii) number of days of work allocated;
- iii) description of the work allocated along with the muster roll number;
- iv) measurement details;
- v) unemployment allowance, if any, paid;
- vi) dates and number of days worked;
- vii) date-wise amount of wages paid;
- viii) delay compensation paid if any.

Demand for work:-

6. Every adult member of a registered household whose name appears in the job card shall be entitled to apply for unskilled manual work under the Scheme; and every such application shall be compulsorily registered, and a receipt issued with the date, which shall be entered in the computer system.

7. The State shall proactively verify the requirements of the Vulnerable Groups and provide them work.

8. Application for work can be oral or written and made to the Ward member or to the Gram Panchayat or to the Programme Officer or any person authorised by the State Government or through a telephone or mobile or Interactive Voice Response System or through a call centre or through web site or through a kiosk set up for this purpose or through any other means authorised by the State Government.

9. Applications for work can be filed individually or for a group together.

10. There shall be no limit on the number of days of employment for which a person may apply, or on the number of days of employment actually provided to him subject to the aggregate entitlement of the household.

11. Normally, applications for work must be for at least fourteen days of continuous work, other than the works relating to access to sanitation facilities, for which application for work shall be for atleast six days of continuous work.

12. Provision shall be made in the Scheme for advance application, that is, application which may be submitted earlier than the date from which employment is sought.

13. Provision shall be made in the Scheme for submission of multiple applications by the

same person provided that the corresponding periods for which employment is sought do not overlap.

Allocation of work:-

14. The Gram Panchayat and Programme Officer shall ensure that every applicant shall be provided unskilled manual work in accordance with the provisions of the Scheme within fifteen days of receipt of an application or the date from which he seeks work in case of advance application, whichever is later.

15. Priority shall be given to women in such a way that at least one third of the beneficiaries shall be women who have registered and requested for work. Efforts to increase participation of single women and the disabled shall be made.

16. Applicants who are provided With work shall be so intimated in writing, by means of a letter sent to him at the address given in the job card or by a public notice displayed at the office of the Panchayats at district, intermediate or village level.

17. A list of persons who are provided with the work shall be displayed on the notice board of the Gram Panchayat and at the office of the Programme Officer and at such other place as the Programme Officer may deem necessary and the list shall be open for inspection by the State Government and any interested person.

18. As far as possible, the employment shall be provided within a radius of five kilometers of the village where the applicant resides at the time of applying.

19. A new work under the Scheme can be commenced if atleast ten labourers become available for work, provided that this condition shall not be applicable for new works, as determined by the State Government, in hilly areas and in respect of afforestation works.

20. In case the employment is provided outside the radius specified in Paragraph 18, it shall be provided within the Block, and the labourers shall be paid ten percent of the wage rate as extra wages to meet additional transportation and expensesfor living.

21. A period of employment shall be for atleast fourteen days continuously with not more than six days in a week.

Work site management: -

22. For the purpose of transparency at the work site, the following shall be ensured:-

- (i) there shall be a project initiation meeting in which various provisions of the work shall be explained to the workers;
- (ii) a copy of the sanction work order shall be available for public inspection at the worksite;
- (iii) measurement record of each work and details of the workers shall be available for public inspection;
- (iv) a Citizens' Information Board shall be put up at every worksite and updated regularly in the manner specified by the Central Government;
- (v) The vigilance and Monitoring Committee setup according to the instructions of the Central Government may check all works and its evaluation report will be

23. The facilities of safe drinking water, shade for children and periods of rest, first aid box with adequate material for emergency treatment for minor injuries and other health hazards connected with the work being performed shall be provided at the work site.

24. In case the number of children below the age of five years accompanying the women working at any site is five or more, provisions shall be made to depute one of such women workers to look after such children. The person so deputed shall be paid wage rate. The most marginalized women in the locality, women in exploitative conditions or bonded labour or those vulnerable to being trafficked or liberated manual scavengers should be employed for providing child care services.

Welfare:-

25. If any personal injury is caused to any person employed under the Scheme by any accident arising out of and in the course of his employment, he shall be entitled to such medical treatment as required, free of cost.

26. Where hospitalisation of the injured worker is necessary, the State Government shall arrange for such hospitalisation including accommodation, treatment, medicines and payment of daily allowance which is not less than half of the wage rate.

27. If a person employed under the Scheme meets with death or becomes permanently disabled by accident arising out of and in the course of employment, he or his legal heirs, as the case may be, shall be paid by the implementing agency an *ex gratia* per entitlements under the Aam Aadmi Bima Yojana or as may be notified by the Central Government.

28. If any personal injury is caused by accident to a child accompanying a person who is employed under the Scheme, such person shall be entitled to medical treatment free of cost; and in case of death or disablement of the child due to the said accident, *ex gratia* shall be paid to the legal guardians as determined by the State Government.

Wage payment

29. (1) In case the payment of wages is not made within fifteen days from the date of closure of the muster roll, the wage seekers shall be entitled to receive payment of compensation for the delay, at the rate of 0.05% of the unpaid wages per day of delay beyond the sixteenth day of closure of muster roll.

- (a) Any delay in payment of compensation beyond a period of fifteen days from the date it becomes payable, shall be considered in the same manner as the delay in payment of wages.
- (b) For the purpose of ensuring accountability in payment of wages and to calculate culpability of various functionaries or agencies, the States shall, divide the processes leading to determination and payment of wages into various stages such as —
 - i. measurement of work;
 - ii. computerising the muster rolls;

- iii. computerising the measurements;
 - iv. generation of wage lists; and
 - v. uploading Fund Transfer Orders (FTOs),
- and specify stage-wise maximum time limits along with the functionary or agency which is responsible for discharging the specific function.
- (c) The computer system shall have a provision to automatically calculate the compensation payable based on the date of closure of the muster roll and the date of deposit of wages in the accounts of the wage seekers.
 - (d) The State Government shall pay the compensation upfront after due verification within the time limits as specified above and recover the compensation amount from the functionaries or agencies who is responsible for the delay in payment.
 - (e) It shall be the duty of the District Programme Coordinator or Programme Officer to ensure that the system is operationalised.
 - (f) The number of days of delay, the compensation payable and actually paid shall be reflected in the Monitoring and Information System and the Labour Budget.
- (2) Effective implementation of sub-paragraph (1) shall be considered necessary for the purposes of the Section 27 of the Act.

30. The payment of wages shall, unless so exempted by the Central Government, be made through the individual savings accounts of the workers in the relevant Banks or Post Offices.

31. In case of employment provided under the Scheme, there shall be no discrimination solely on the ground of gender and the provisions of the Equal Remuneration Act, 1976 (25 of 1976), shall be complied with.

Record maintenance and grievance redressal system :—

32. The Gram Panchayat shall prepare and maintain or cause to be prepared and maintained such registers, vouchers and other documents in such form and in such manner as may be specified in the Scheme containing particulars of job cards and pass books issued, name, age and address of the head of the household and the adult members of the households registered with the Gram Panchayat.

33. The Gram Panchayat shall send such list or lists of the names and addresses of households and their adult members registered with it and supply such other information to the concerned Programme Officer at such periods and in such form as may be specified in the Scheme.

34. (1) Notwithstanding anything contained in this Schedule, in the event of any national calamity such as flood, cyclone, tsunami and earthquake resulting in mass dislocation of rural population, the adult members of rural households of areas so affected may—

- (a) seek for registration and get job card issued by the Gram Panchayat or Programme Officer of the area of temporary relocation;
- (b) submit written or oral applications for work to the Programme Officer or the Gram Panchayat of the area of temporary relocation; and
- (c) apply for re-registration and re-issuance of job card in the event of any loss or

destruction.

- (2) The details of such job cards shall be intimated to the District Programme Coordinator.
- (3) In the event of restoration of normalcy, the job card so issued shall be re- endorsed at original place of habitation and clubbed with the original job card on being retrieved,
- (4) The number of days of employment so provided shall be counted while computing 100 days of guaranteed employment per household.

35. Every worker shall have an opportunity of being heard and register any grievance either orally or in writing, at all implementation levels for disposal as per the provisions of the Grievance Redressal Mechanism under the Scheme.”

[F.No. J-I 1011/5/2006-MGNREGA]

R. SUBRAHMANYAM,
Jt. Secy
