

GOVERNMENT OF WEST BENGAL
PANCHAYATS & RURAL DEVELOPMENT DEPARTMENT
9TH FLOOR, JOINT ADMINISTRATIVE BUILDING
BLOCK HC, PLOT 7, SECTOR – III,
SALT LAKE CITY, KOLKATA – 700 106

Memo. No. 4387 RD/O/NREGA/18S-07/06

Dated: 23.08.17

From: Sudipta Porel, WBCS(Exe)
Deputy Secretary to Govt. of West Bengal

To: The Principal Secretary, GTA
The District Magistrate, all
The AEO, Siliguri Mahakuma Parishad

Sub: Entry of the name of Technical Personnel as detailed by GP in MR

**Ref:MoRD No.J-11060/01/2017/RE-VI(355150) dated 01.08.17 & No.J-11060/01/2017-
MGNREGA-VI dated 17.08.17**

Sir/Madam,


The enclosed letter of the Ministry may please be perused for necessary action mandating entry of the name Technical personnel, so detailed by GP for the scheme for making him liable for ensuring the filling of MR completing technical formalities to escape delay payment as delineated in the timeline of the processes. It is also reiterated that the proper measurement at the work-site and commensurate wage payment is the liability of the technical person, so inscribed in MR. The entry of the name must be completed by 31.08.17 in the master.

It is further intimated that from 15th September'17, the filling of MR from the date of closure must be done within 30 days which will be reduced to statutory span gradually after which MR filling will not be possible in MIS.

All PIAs in general and these technical personnel in particular will have to be sensitised by PO regarding this personal liability to ensure timely technical filling of MR having accurate wage calculation proportionate to actual field measurement .

This is to be strictly complied with.

With regards,


SUDIPTA POREL
WBCS(Exe.)
Deputy Secretary
P & R.D. Department
Govt. of West Bengal

No: J-11060/01/2017/RE-VI (355150)
Government of India
Ministry of Rural Development
Department of Rural Development

Commissioner
MGNREGA

KrishiBhawan, New Delhi
Dated 1st August, 2017
37d

To,
Principal Secretary/Secretary/Commissioner,
In charge of MGNREGA,
All States/UTs

Subject: Enlisting the Name of technical staff responsible for measurement in e-MR under MGNREGA-reg.

Sir/Madam,


As you are aware that timely payment of wages is a thrust area in the current financial year, the Ministry is keen to strengthen the monitoring mechanism for the same. Provisions in NREGASoft are being enabled from 20th August, 2017 to enlist the name of the technical staff responsible for measurement in electronic muster rolls. This process is expected to help the technical staff in understanding the list of works for which S/he is responsible for measurement and the timeline to measure the work. Further this will fix accountability and improve the timely payment of wages.

2. During generation of e-MR, user has to select the designation and name of the staff responsible for measurement and the same will be reflected in the e-MR. The SOP for printing the name of technical staff in e-MR is attached for your perusal.

3. The enlisting option will be activated from 20th August, 2017 and will remain optional till 31st August, 2017. From 1st September 2017 onward every muster roll should mandatorily reflect the name of the technical staff responsible for measurement of works.

4. You are requested to update the Staff registration module, map them to respective Gram Panchayats and ensure that the MIS is correctly reflecting the designation and names of the official concerned for measurement of MGNREGA works.

Yours faithfully,


(Gaya Prasad)
Director (MGNREGA)
Tel. No.011-23388431

KSP
11.8.17
DS(SD)
Bj 18/8/17

SOP for printing of Name of Technical staff on e-Muster Roll

- Step-1:** Register the technical staff (TA/Engineer) in NREGASoft under Staff registration module, who is responsible for measurement of work in a Panchayat.
- Step-2:** During generation of e-MR, user has to select designation and name of the Staff responsible for measurement as shown in the form below:

Ministry of Rural Development
Department of Rural Development
Monday, July 31, 2017
Back Home

The Mahatma Gandhi National Rural Employment Guarantee Act

State : DemoStateCHANDIGARH District : DemoDistrictCHANDIGARH Block : DemoBlockCHANDIGARH

Financial Year	2017-2018
Agency Category - Executing Agency	--- Agency Category-Executing Agency ---
Worker Category	<input checked="" type="radio"/> Unskilled <input type="radio"/> Skilled/Semi-Skilled
Search Key for Work	<input type="text" value=""/>
Work Code *	---select work---
Date From *	
Date To *	
No. of workers can fit in one Muster roll form *	10
Select Designation *	--- Select Designation ---
Select Technical Staff *	--- Select Staff ---
Select to generate musterroll group wise	<input type="checkbox"/> Yes
<input type="button" value="Proceed"/>	

- In e-MR, the name of the person will be printed as follows:

Home Print Generate More e-MR

MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT GUARANTEE ACT
Muster Roll (For Unskilled Labourer)

Signature of Issuing Officer with seal

Measurement Book No. _____ Page No. _____

State: DemoStateCHANDIGARH Muster Roll No. 141 Muster Roll Printing date : 31/07/2017 District: DemoDistrictCHANDIGARH Block: DemoBlockCHANDIGARH Panchayat: DemoPanchayatCHANDIGARH Financial Year: 2017-2018

Work Code : 06010010010A09(8) Work Name : RSP from Anandha Das house to Saund Saini house
Date From : 06/06/2017 Date To : 12/06/2017 Executing Agency : Gram Panchayat

Name of technical staff responsible for measurement:

S.No	Name/RegNo	Name of Head of Household	Name of Applicant	Village	Account No.	Daily Attendance					Total Attendance	Wage Per Day	Amount Due	Travel and living exp.	Implements / Sharpness Charges	Total Cash payment	Signature/Thumb Impression of Applicant
						1	2	3	4	5							
1	00-01-001-001-002/11-B	Rajni Das	Rajni Das	DemoVillageCHANDIGARH	P.O. A.K. Sra 123												X
Total																	

Work start date : _____

Attendance Taken by (Signature) _____ Date: _____ Checking Done by (Signature) _____

File No. J-11060/01/2007-RE-VI (355150)
Government of India
Department of Rural Development
Ministry of Rural Development
MGNREGA Division

Krishi Bhawan, New Delhi
Dated: 17th August, 2017

To
The Principal Secretary / Secretary/Commissioner,
Dept. of Rural Development & PR,
(In-Charge of Mahatma Gandhi NREGA)
All States/ UTs.

Subject: Timely filling up e-MR and entry in MGNREGS MIS NREGASoft-reg.

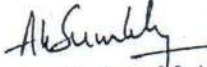
Madam/Sir,

The Timely payment of wages to workers has been a thrust area of the Ministry and in order to further streamline this process, it was informed to all States/ UTs to generate payments within 8 days of closure of Muster rolls (MR). This includes filling the attendance, measurement of work, generation of wage list and signing of FTOs within T+8 days. ("T" here refers to the date of closure of e-MRs).

2. Further, Report R 14.2 of the MIS indicates that over 4.25 lakh e-MRs are pending for payments beyond 15 days of closure of Muster Roll. In some instances, the payments are being generated even after 90 days of closure of MR, which can be seen from the MIS Report R 14.5.

3. In order to curtail the above delays, the maximum timeline to enter filled e-MRs into the MIS is now being restricted to 30 days from the date of closure of the e-MR with effect from 15th September, 2017. This will then be gradually reduced to adhere to the prescribed timelines.

Yours faithfully,


(A.K. Sumbly)

Deputy Secretary(MGNREGA)
011-23070129

Copy to:

1. Sr. Tech Director, NIC for making necessary provision