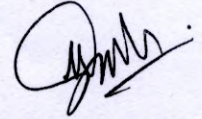


**OFFICE MEMORANDUM**

Subject: Minutes of the 53<sup>rd</sup> meeting of the Empowered Committee held on 07.02.2012 under the Chairmanship of Secretary, Ministry of Minority Affairs to consider and approve the plans for balance fund, conversion of in-principle projects and replacement of projects for the States Delhi (North East Delhi), Arunachal Pradesh (Tirap and East Kameng), Madhya Pradesh (Bhopal) and West Bengal (Kolkata).

The undersigned is directed to forward herewith minutes of the above mentioned Empowered Committee meeting held on **07.02.2012** under the Chairmanship of Secretary (Minority Affairs) for information.



(Ujjwal Kumar Sinha)  
Under Secretary to the Government of India  
Tel: No.011-24364283

To:

1. Ministry of Finance, (Secretary, Department of Expenditure), North Block, New Delhi.
2. Advisor (Social Sector), Planning Commission, Yojana Bhawan, New Delhi
3. Secretary, Department of School Education & Literacy, Ministry of HRD, Shastri Bhawan, New Delhi.
4. Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.
5. Secretary, Ministry of Women and Child Development, Room No. 602, Shastri Bhawan, New Delhi.
6. Secretary, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi
7. Member Secretary, ICSSR, JNU Institutional Area, New Delhi-67
8. Secretary, Ministry of the Development of North East Region (DONER), Vigyan Bhawan, Annexe, Maulana Azad Road, New Delhi

Copy to:

- (i) Secretary, Department of SC/ST/Minority, 'B' Block, 2<sup>nd</sup> floor, Vikas Bhavan, I.P. Estate, New Delhi.
- (ii) Secretary(Social Welfare) Govt. of Arunachal Pradesh
- (iii) Secretary, Social Justice, Minorities & Backward classes Govt.of Madhya Pradesh, Mantralaya, Vallabh Bhavan Bhopal Madhya Pradesh.—
- (iv) *Pr. Secretary, Minority Affairs & Madrasah Education, Govt. of West Bengal, Kolkata - 700001.*



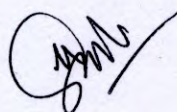
**F. No. 3/5/2012-PP-I**  
**GOVERNMENT OF INDIA**  
**MINISTRY OF MINORITY AFFAIRS**

**MINUTES OF THE 53<sup>rd</sup> MEETING OF EMPOWERED COMMITTEE UNDER MULTI-SECTORAL DEVELOPMENT PROGRAMME HELD ON 7<sup>th</sup> February, 2012 UNDER THE CHAIRPERSONSHIP OF SECRETARY, MINISTRY OF MINORITY AFFAIRS.**

The 53<sup>rd</sup> Meeting of the Empowered Committee under MsDP to consider and approve the revised district plans in minority concentration districts of East Kameng and Tirap (Arunachal Pradesh), North East Delhi (Delhi), Bhopal (Madhya Pradesh) and Kolkata (West Bengal) was conducted through video conferencing. The representative of the Ministry of Women and Child Development attended the meeting. A list of officials present in the meeting is annexed.

2. **Progress on website:** The progress of implementation of MsDP is reported on quarterly basis to the Delivery Monitoring Unit (DMU) in PMO (Prime Minister's Office) and the status of implementation of various projects in terms of funds released by the Ministry of Minority Affairs and utilised by the State/UT; number of works sanctioned, completed and works in progress is regularly monitored. These details and photographs of works are placed in the Ministry's website for transparency. State Governments/UT Administrations are required to review the implementation on quarterly basis; ensure that Central funds are released to the districts within one month of sanction; State share (wherever applicable) released along with the Central funds; ensure that the executing agencies start the construction works at the earliest, and complete the construction works within the scheduled period. A computer software application called MIS-MsDP has been made operational in July, 2011 and the States/UT have been advised to ensure that data is entered by all concerned so that Quarterly Progress Report (QPR), utilization certificate and various progress reports is generated through the software.

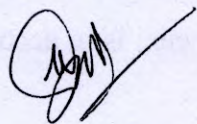
3. **Adhering to guidelines and eliminating duplication:** States/UTs should ensure that the proposals sent have the approval of the State Level Committee of MsDP / mission director of CSS concerned in order to ensure that the proposal, in terms of specification, norms, standards etc., is in accordance with the guidelines of the scheme concerned and that





duplication has been ruled out. The responsibility for eliminating duplication of work and avoiding double counting of a scheme under two funding sources vested with both the district authority and the State Government. Accounts under MsDP should be maintained separately and Central Ministry concerned informed of assets created in respect of CSS topped up under MsDP.

4. **Centrally Sponsored Scheme (CSS) guidelines:** MsDP provides that there would be no change in guidelines of any existing Centrally Sponsored Scheme (CSS) under implementation in such districts for which this programme would provide additional funds. In case, schemes for individual benefits are taken up under the programme, there shall be no divergence from existing norms for selection of beneficiaries from the list of BPL families in the district, so that benefits from the additional funds flow to all BPL families and not selectively. However, the provision under Indira Awas Yojana (IAY) guidelines for making separate allocation for Scheduled Castes (SC) or Scheduled Tribes (ST) will not be followed under MsDP. The entire number of units sanctioned under MsDP would be given to BPL households, from minority communities as well as other communities, in order of the serial number in the approved wait list without making separate allocation for Scheduled Castes (SC) or Scheduled Tribes (ST).
5. **Timely release of funds:** The sanction letters of the Ministry stipulate that funds should be released to the district/implementing agency within a month's time, but the States/UT have been generally taking much time in releasing funds to the district/implementing agency. State shares, wherever applicable, are not released along with the Central funds by some States. Prompt release of funds was advised to ensure that works are started at the earliest.
6. **Utilisation Certificate:** For release of second instalment, utilization certificate (UC) is required. If the UC is furnished within a period of one year after release by the Ministry, 60% UC would be required for releasing the next instalment. However, if utilization is made beyond the period of a year, 100% utilization would be necessary. The UCs would need to be accompanied by QPR showing physical progress, photographs as proof of the work in progress and the phasing of funds for the release sought.





7. **Sample testing and quality control:** Quality control was to be ensured through regular and frequent field visits and by testing samples of the construction work for which funds would be sanctioned by the Ministry on receipt of request from the State concerned. The findings and observations contained in the report of Internal Auditor Team of the Ministry of Minority Affairs to Muzzaffar Nagar and Bijnor districts in Uttar Pradesh has been sent to all the States/UTs with advise to carry out field visits, quality control tests and review all works under MsDP to ensure that the shortcomings pointed out in the report do not take place in their State/UT.

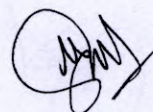
8. **Inclusion of Members of Parliament in State and district level committees:** Members of Parliament (MP) and Member of Legislative Assembly (MLAs) have been included in the State and district level committees for implementation of the Prime Minister's New 15 Point Programme for the Welfare of Minorities which also serves as the committee for MsDP. MLAs are also to be nominated on the Committees by the State Government. It should be ensured that they are invited to attend the meetings of the district and State level committees.

9. **Display boards:** Para 19 of the scheme of MsDP provides for a 'display board' which should have- Name of the project/scheme printed followed by "Multi-sectoral Development Programme (MsDP), Ministry of Minority Affairs, Govt. of India." For projects with longer construction period, in addition to above, the name of implementing agency, date of sanction of the project, likely date of completion and estimated cost of the project should be printed on the display boards. States/UT should ensure this and put up a permanent display on completion of each project.

**General conditions applicable to projects approved by the Empowered Committee**

10. For approvals given by the Empowered Committee, including in-principle approvals, the Principal Secretary/Secretary of States/UTs and the District Collectors/representatives were advised to note that the following conditions would apply to all projects under MsDP. State Government/UT administration concerned should ensure that the following have been complied with:-

- (i) **Approval of the State department concerned/Mission Director** for Centrally Sponsored Scheme (CSS) concerned have covered the following -





- (a) **Need** for having the proposal sanctioned under MsDP.
  - (b) **Duplication has been eliminated.**
  - (c) Proposal is as **per norms, specifications, layout design, funding norms and cost norms of the CSS guidelines** concerned.
  - (d) **Separate accounts for schemes under MsDP will be maintained** and details sent to the Central Ministry concerned for maintaining proper record of assets and avoiding double counting and duplication.
  - (e) **Estimates have been prepared as per Schedule of Rates (SOR)** of the State Government and have been **approved by a competent engineering department** of the State Govt.
- (b) **Staff is available** for functioning unit or will be provided for new unit.
  - (c) **Recurring expenditure** would be provided by the State Government.
  - (d) **Land is available and/or will be made available by the State Government in villages/locations having the highest proportion (percentage) of minority population.**
- (ii) The State Secretary/Government representative should confirm, if not indicated already in the minutes of the State level committee held for recommending the district plans, that:-

- (a) State share, wherever applicable for CSS, would be provided as per its funding pattern by the State Government and it shall be released alongwith the Central funds to the districts/implementation agencies.
- (b) Central funds will be released to the district/implementing agencies within one month of the receipt from the Central Govt.
- (c) funds under MsDP will not be used for purchase of land, repairs, maintenance, staff, adjustment of any taxes and running of the scheme; and
- (d) List of beneficiaries along with all relevant details and list of villages/locations where assets under MsDP have been created along with the proportion (percentage) of minority population of each village/location would be provided.

11. **Review meetings of Oversight committee in State, and State and district level committees:** The scheme of MsDP envisages quarterly review meetings by the State and district level committees for implementation of the Prime Minister's New 15 Point Programme for the Welfare of Minorities which also serves as the review committees for MsDP. The State level committee also acts as the Oversight Committee for MsDP. Quarterly review meetings for State level committee/State Oversight Committee and district level





Committee should be held and copy of the meeting notice should be sent to the Ministry to enable a representative to attend State Level meetings as envisaged under MsDP. It should be ensured that Members of Parliament nominated in such Committees are invited to attend the meetings.

12. **Photographs:** Photographs of completed works and works in progress indicating type of asset, name of location/village and date should be placed in the MIS-MsDP web page and officials from the State and districts were impressed upon the need to have photographs, in digital format sent by email to **Mr. Anuj Kumar, Section Officer in the Ministry - [anuj.k@nic.in](mailto:anuj.k@nic.in)** The photographs are required for release of second installment.

**(A) District plans and the proposal contained therein considered by the Empowered Committee and their recommendations:-**

**Item No.(A) Arunachal Pradesh**

The Government of Arunachal Pradesh has submitted fresh proposals for East Kameng and Tirap districts. The representatives of the State Govt. were to attend the meeting through video conferencing. However due to the power failure they could not participate in the meeting. The Empowered Committee considered the plans as follows:

**(i) East Kameng District:**

In 50<sup>th</sup> EC meeting the State Govt. has proposed the following projects:

S.No.	Name of the scheme	Sharing ratio	Total no. of units	Unit cost	Central share	State share	Total cost
	<b>Administrative approvals</b>			<b>Rs. in lakh</b>			
1.	Construction of addl. room at medical sub-centre building at Ningcho	85:15	1	4.00	3.40	0.60	4.00
2.	Construction of medical building at PHC Bana	85:15	1	6.42	5.46	0/96	6.42
3.	Construction of medical building at PHC Pakoti	85:15	1	8.00	6.80	1.20	8.00
4.	Construction of additional room at PHC, Sejjosa	85:15	1	20.00	17.00	3.00	20.00
5.	Construction of medical building at PHC Kheneva	85:15	1	50.00	42.50	7.50	50.00
6.	Construction of medical building at PHC Veo (Pijirang)	85:15	1	34.00	28.90	5.10	34.00
	<b>Total</b>		<b>6</b>		<b>104.06</b>	<b>18.36</b>	<b>122.42</b>



Approval was given for item at S.No. 1 to 3. The Empowered Committee noted that the unit cost in respect of items at Serial No. 4, 5 and 6 was very high in comparison to the unit cost for the items at serial numbers 1, 2 and 3. The State Govt. were requested to clarify the difference in costs.

Now the State Govt. has clarified the conditions as follows:

1. The cost variation is due to no. of beds/rooms proposed in each building. For instance, 5 bedded indoor patient wards will be constructed at Ningcho whereas it has been proposed to construct 14 bedded male & femela wards at Seijusa besides OT room and waiting room.
2. The plan is as per the NRHM guideline.
3. The State Schedule of rates (SOR) has been applied for all the proposed medical building.
4. The variation is also due to location of project sites from the nearest market where construction material are available.
5. The variation is also due to the structure of the building.

**Decision:** Taking into consideration the clarification now given by the State, it was decided to approve the proposal related to PHCs as proposed by the State Govt. subject to the conditions that the proposal should be included in the State Programme Implementation Plan (PIP) and the approval of the National Programme Co-ordination Committee (of NRHM) should be obtained. EC also approved the release of first installment of 50% of Central share, as indicated below. Accordingly the approvals given would be as follows:

S.No.	Name of the scheme	Sharing ratio	Total no. of units	Unit cost	Central share	State share	Total cost	1 <sup>st</sup> installment 50%
	<b>Administrative approvals</b>			<b>Rs. in lakh</b>				
1.	Construction of additional room at PHC, Seijosa	85:15	1	20.00	17.00	3.00	20.00	8.50
2.	Construction of medical building at PHC Kheneva	85:15	1	50.00	42.50	7.50	50.00	21.25
3.	Construction of medical building at PHC Veo (Pijirang)	85:15	1	34.00	28.90	5.10	34.00	14.45
	<b>Total</b>		<b>3</b>	<b>104.0</b>	<b>88.40</b>	<b>15.60</b>	<b>104.00</b>	<b>44.20</b>



**(ii) Tirap District:**

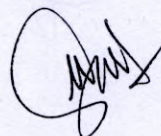
In 51<sup>st</sup> EC meeting the State Govt. has proposed the 58 units of Anganwadi Centre @ Rs.3.00 lakhs each, for a total cost of Rs. 174 lakhs. The State Govt. was informed that the M/o Women and Child Development has revised the norms for AWC units and it has now been provided that each AWC unit should have a minimum area of 600 sq. feet with a sitting room for children/women, separate kitchen, store for storing food items, child friendly toilets an space for children to play with drinking water facility . It was requested to check whether the unit cost of Rs.3 lakh would be adequate or the proposal would need to be recast in view of the revised norms of the M/o WCD.

The State Govt. has clarified that the estimate proposed for construction of Anganwadi Centre at various location of Tirap district is more than 600 sq. ft (Standard Specification) and also agreed that the specification, designed design etc. of the proposed AWC building will be followed as per M/O Women & Child Development while executing the work on ground. The proposal is as follows:-

S. N.	Name of the scheme	Sharing ratio	Total no. units	Unit cost	Central Share 100%	State Share	Total cost	1 <sup>st</sup> installment to be released
	<b>Administrative approvals</b>			(Lakh Rs.)				
1.	Construction of anganwadi centres	100:00	58	3.00	174.00	--	174.00	87.00

**Decision:** It was decided to approve the proposal related to AWCs as proposed by the State Govt. on usual terms and conditions. EC also approved the release of first installment of 50% of Central share, as indicated below. Accordingly the approvals given would be as follows:

S. N.	Name of the scheme	Sharing ratio	Total no. units	Unit cost	Central Share 100%	State Share	Total cost	1 <sup>st</sup> instalment to be released
	<b>Administrative approvals</b>			(Lakh Rs.)				
1.	Construction of anganwadi centres	100:00	58	3.00	174.00	--	174.00	87.00





**Item No. (B) Delhi**

The Government of Delhi has submitted fresh proposals for North East Delhi district. The Empowered Committee has considered the plans as follows:

**(i) North East Delhi**

The details of the projects proposed by the State Government for North East Delhi are given below:-

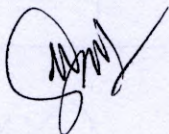
**a. Fresh Proposal:**

S. N.	Name of the scheme	Sharing ratio	Total no. units	Unit cost	Central Share (85%)	State Share (15%)	Total cost	1 <sup>st</sup> instalment to be released	
	<b>Administrative approvals</b>			(Lakh Rs.)					
1	Construction of dispensary building at Buland Masjid	85:15	1	441.02	374.867	66.153	441.02	187.4335	

State Govt. informed that land is available, however it is not adequate. Therefore 5 storied building has been proposed. The estimate has been prepared on the basis of present norms of PWD i.e. 39% above of the DSR 2007. It was also clarified that if the cost goes above the present estimate, the State Govt. will bear the burden. It was informed by the State Government that the location will benefit minorities. The built up area proposed for dispensary is as per the actual requirement and the cost estimate includes Rs.63 lakh for fire prevention measures.

**b. Conversion of in-principle approval into administrative:**

Sl. no.	Name of the project	Sharing ratio	Unit	Unit cost	Central share	State share	Total	1 <sup>st</sup> instalment to be released
<b>Administrative approval</b>								
1	Medical Mobile Units	85:15	4	57.00	193.80	34.20	228.00	96.90
2	Vocational courses in schools (computer and fashion designing)	100:00	-	-				
	<b>Total</b>				<b>283.365</b>	<b>--</b>	<b>283.365</b>	<b>141.6825</b>
					<b>477.165</b>	<b>34.2</b>	<b>511.365</b>	<b>238.5825</b>





The Ministry of Health and Family Welfare agreed to the proposal at S. No. 1 above with certain conditions that the proposal should be included in the State Programme Implementation Plan (PIP) and the approval of the National Programme Co-ordination Committee of NRHM should be obtained. Further, the Government of NCT of Delhi has also stated that detailed specifications has been worked out as per suitability and procured observing codal formalities. The required staff has been sanctioned by the Ministry of Health and Family Welfare. The mobile units would also include lab facilities. Regarding project proposed at S.No. 2 above the State Govt. has submitted DPR with following justifications:

- (i) Proposed vocational courses are for class XI & XII.
- (ii) It has been approval of the Competent Authority i.e. Director of Education.
- (iii) All the vocational courses running under Directorate of Education are as per guidelines of CBSE. CBSE being the examined body, it provides certificate to the successful candidate.
- (iv) As per guidelines of Ministry of SC/ST/OBC/Minorities, Govt. of India, recurring expenditure and salary of the staff will be borne by the State Govt.

It was also informed that these vocational courses would be mainly for girls.

**Decision:** All the proposals given for North East Delhi District were approved subject to the conditions that the proposal at S.No. 1 should be included in the State Programme Implementation Plan (PIP) and the approval of the National Programme Co-ordination Committee of NRHM should be obtained. EC also approved the release of first installment of 50% of Central share, on usual terms and conditions. Accordingly the approvals given would be as follows:

S. N.	Name of the scheme	Sharing ratio	Total no. units	Unit cost	Central Share	State Share	Total cost	1 <sup>st</sup> instalment to be released
	<b>Administrative approvals</b>			(Lakh Rs.)				
1	Construction of dispensary building at Buland Masjid	85:15	1	441.02	374.867	66.153	441.02	187.4335
2	Medical Mobile Units	85:15	4	57.00	193.80	34.20	228.00	96.90
3	Vocational courses in schools (computer and fashion designing)	100:00	-	-	283.365	--	283.36 5	141.6825
	<b>Total</b>				<b>852.032</b>	<b>100.353</b>	<b>952.38 5</b>	<b>426.016</b>



**Item No.(C) Madhya Pradesh**

(i) **Bhopal District:** The Ministry of Minority Affairs has already given an administrative approval in 30th EC meeting for construction of 288 ACRs in Madrasa @ Rs.2.40 lakh at a total cost of Rs.691.20 lakh. An amount of Rs.345.60 lakh was released as 50 % of the central for Bhopal district on 29.03.2010 for construction of ACRs in Madrasa. The Government of Madhya Pradesh has informed that land was not available for construction of 288 ACRs. The State Govt. has requested for modification of the earlier approved project for construction of 2 ACRs each in 60 Madrasa @ Rs. 6.00 lakh (Rs. 3.00 lakh for one ACR) at a total cost of Rs. 360.00 lakh. The 32<sup>nd</sup> Empowered Committee considered and approved the modified proposal for construction of 2 additional classrooms each for 60 Madrasas at a unit cost of Rs. 3.00 lakh for a total cost of Rs.360.00 lakh in place of earlier approved proposal of construction of 288 ACRs in madrassas at a unit cost of Rs. 2.40 lakh. The 1<sup>st</sup> and 2<sup>nd</sup> installment has already been released. Thus the Rs.360.00 lakhs is already available with the State Government which is still unutilized.

**Proposal of the State Govt.**

The State Govt. has requested to approve the alternative proposal for the amount of Rs. 360 lakh in place of two additional classrooms in 60 madarsas. The proposal is for construction of three girls' hostels of 50 bed capacity in three schools. The State Govt. has stated that no extra cost will be involved for the diversion of the funds to the above proposed proposal.

**Decision:** It was decided to approve the alternative proposal on usual terms and conditions for Construction of Hostels as proposed by the State Govt. Funds have already been released to the Government of Madhya Pradesh. Accordingly the approvals given would be as follows:

Sl. no.	Name of the project for Bhopal (Madhya Pradesh)	Sharin g ratio	No. of units	Unit cost	Central share	State share	Total cost	Remarks	
	<b>Administrative Approval</b>			<b>Rs. in lakh</b>					
a	construction of 50 bedded girls hostel at Govt. Naveen Higher Secondary Girls School, Tulsi Nagar, Bhopal	100:00	1	120.00	120.00	--	120.00	No money will be released as 1 <sup>st</sup> and 2 <sup>nd</sup> installment	



b	construction of 50 bedded girls hostel at Govt. Hamedia Higher Secondary School, Ginori, Bhopal	100:00	1	120.00	120.00	--	120.00
c	construction of 50 bedded girls hostel at Pre Examination Training Centre Bhadbhada Road, Bhopal	100:00	1	120.00	120.00	--	120.00
<b>Total</b>					<b>360.00</b>	<b>--</b>	<b>360.00</b>

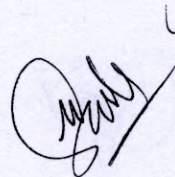
**Item No. (D) West Bengal**

(i) **Kolkata district:** The Government of West Bengal has submitted revised DPR for construction of 170 community toilets as per the recommendation of Ministry of Housing & Urban Poverty Alleviation (HUPA) for Kolkata district. The revised DPR contains the following details.

- (a) The operation and maintenance cost has not been booked under MsDP.
- (b) The KMC authority has identified the Wards and locations.
- (c) The marble flooring is being replaced by kota stone.
- (d) Extra for colour of Chinaware fitting has been avoided.
- (e) The unit cost for community toilets is Rs.17.25 lakh after reducing of Rs.1.36 lakh of granite slabs.
- (f) The estimates have been prepared on the basis of PWD (West Bengal) schedule of rates.

2. The revised DPR was considered by Empowered Committee.

SL. No	West Bengal(Kolkata)	No of units	Unit cost	Central share	State share	Total cost	Remarks
	<b>Administrative approvals</b>		<b>Rs. in lakh</b>				
1	Construction of community toilets	170	17.25	2932.50	-	2932.50	Number of units may be restricted to 66 as balance is only Rs.860.00 lakh.
	<b>Total</b>	<b>170</b>	<b>17.25</b>	<b>2932.50</b>		<b>2932.50</b>	

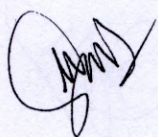




**Decision:** It was decided that as the total fund available for Kolkata is Rs.860.00 lakh number of units is restricted to 66 only. EC also approved the release of first installment of 50% of Central share with usual terms and conditions, as indicated below. Accordingly the approvals given would be as follows:

SL. No	West Bengal(Kolkata)	Sharing ratio	No of units	Unit cost	Central share	State share	Total cost	50% as 1st installment to be released
	<b>Administrative approvals</b>			<b>Rs. in lakh</b>				
1	Construction of community toilets	75:25	66	17.25	853.87	284.63	1138.50	426.93
	<b>Total</b>	<b>75:25</b>	<b>66</b>	<b>17.25</b>	<b>853.87</b>	<b>284.63</b>	<b>1138.50</b>	<b>426.93</b>

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**Participants list of 53<sup>rd</sup> Empowered Committee meeting held on 7.2.2012  
through video conferencing**

Ministry of Minority Affairs, Govt. of India

1. Dr. Surajit Mitra, Secretary
2. Shri Y.P Singh, Joint Secretary, (PP&A),
3. Shri Dheeraj Kumar, Director (PP)
4. Shri V.K Wadhawan, Director (IFD)

Ministry of Women and Child Development, Delhi

1. Shri A.K. Goyal, Sr. Programmer (ICDS)

Government of NCT of Delhi.

1. Nodal Officer, Government of NCT of Delhi
2. DC, North East district.

Government of West Bengal

1. Principle Secretary, Minority Affairs and Madrasah Education, Government of West Bengal.
2. Special Secretary, Minority Affairs and Madrasah Education, Government of West Bengal

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