

**THIRD MANIPUR STATE FINANCE COMMISSION****Imphal – 795001**

1. Primary Information
  - 1.1 Name of the Panchayat/Municipality
  - 1.2 Name of the District (wherein located)
  - 1.3 Area (in sq.km.)
  - 1.4 Population: S.C.....S.T.....O.B.C.....General.....Total.....  
(Census 2011).....
  - 1.5 No. of households: S.C..... S.T..... O.B.C.....General.....Total.....
  - 1.6 Population density (population/sq.km.).....
  - 1.7 Year of establishment.....
  - 1.8 Election last held.....
2. **Socio – Economic Indicators:**
  - 2.1 Literacy (percentage):.....
  - 2.2 (a) Houses electrified: No.....Percentage.....  
(b) Per-capita electricity consumption (Kw/h)/annum.

## 2.3 Access to safe drinking water:

## 2.3.1 Piped Water Supply (Tick appropriate box)

- i.) Yes
- ii.) No
- iii.) Under Construction

## 2.3.2 Tube Wells/Hand pumps

- i.) Total No.
- ii.) No. in working order

## 2.3.3 No of Pucca Wells

## 2.4 Road Length: (Kms)

- (a) Constructed/maintained by Municipality/Pahchayat
- (b) Constructed/maintained by others (NHA/State Govt.)
- (c) Total

## 2.5 Extent of Poverty

## (a) No. of landless agriculture labour:

SC	ST	OBC	General	Total	% of total village population
(1)	(2)	(3)	(4)	(5)	(6)

## (b) Households identified Below Poverty Line (BPL) :

SC	ST	OBC	General	Total	% of total village population
(1)	(2)	(3)	(4)	(5)	(6)

- 2.6 Distance in Kms. from
- (a) State Capital.....
- (b) District Hqs.....
- (c) Nearest High/Higher Secondary School.....
- (d) Nearest PHC.....
- (e) Nearest Veterinary Centre.....

**3. Panchayat/Municipal Staffing & Expenditure thereon (Regular):**

Staff Designation	No of posts	Annual Expenditure (Rs. '000)	
		Pay & Allowances	OE
(1)	(2)	(3)	(4)

Total:.....



3.1 No. of daily wage/Ad-hoc Staff Total Wages (Rs. '00)

3.2 Please identify separate personnel and other expenses for:

Items	Expenditure (Rs.'000)	
	Pay & Allowances	Other Expenses
a) Direction & Control		
b) Maintenance of Accounts & audit		
c) Collection and Compilation of data Statistics		
d) Revenue Collection		
e) Provision of Municipal Services		
Total		

**4. Assets under Rural/Urban Local Body (Please enclose statement):**

4.1 Annual expenditure on maintenance during 2012-13 (in Rs. '000)

4.2 Minimum amount required for annual maintenance (in Rs.'000)

(Detailed information regarding 4.1 may be shown in the list of assets)

2013-14	2014-15	2015-16	2016-17	2017-18	Total
(1)	(2)	(3)	(4)	(5)	(6)

**5. Budget at-a-Glance for 5 years from 2011-12 to 2015-16**

**6. Proposals for additional resources mobilization (ARM):**

6.1.1 Arrears collection: (Rs.'000)

Total arrears as on 31-3-13	Estimated					
	2013-14	2014-15	2015-16	2016-17	2017-18	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)

6.1.2 Raising of rates of existing taxes/fees: (Rs.'000)

Name of Tax/Fee	Present rate	Rate fixed in year	To be raised to	Additional Revenue estimated per year
(1)	(2)	(3)	(4)	(5)

6.1.3 Non-Tax (Source)

(1)	(2)	(3)	(4)	(5)
Name of Non-Tax revenue	Present rate	Rate fixed in year	To be raised	Additional revenue estimated per year

6.2 Imposition of new taxes:

Name of Tax	Rate	Estimated Revenue per year				
(1)	(2)	(3)	(4)	(5)	(6)	(7)

**7. Suggestion for Economy in Expenditure (Austerity measures)**

Item	Suggestion	Estimated annual saving (in Rs.'000)
1.	Complete/partial privatization of services	
2.		
3.		
4.		



b) Proposed to be set up (2013-14 to 2017-18)

Types of School	No.	Setup/Run by		Capital Cost (Rs.'000)	Annual maintenance cost	Salary (Rs.'000)	OE (Rs.'000)	Average No. of Students
		State	Municipality/ Panchayat					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
LP								
(UJB)								
(JHS)								
ALC								

Notation: LP- Lower Primary School; UJB- Upper Junior basic school;

JHS- Junior High School; ALC- Adult Literacy Centre

### 11. Primary Health Care:

#### 11.1 Existing

Type of Institution	No. of Health Centres in Panchayat/ Municipality areas setup/run by		Level of activities carried out last year		Expenditure (Rs.'000)		
	State Govt.	Municipality/ Panchayat	No of patients attended	No. of inoculations done	Staff Salary	AMC	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1. Dispensary/ PHSC							
2. PHC							

Notation: PHSC- Primary Health Sub Centre (Dispensary)

PHC – Primary Health Centre

#### 11.2 Proposed to be set up during next 5\* years (2013-2018):

Type of Institution	Agency		Estimated Expenditure (Rs.000)		Source of funding (%)	
	State Govt.	Municipality/ Panchayat	Capital cost	AMC	State Government	Municipality/Panchayat
(1)	(2)	(3)	(4)	(5)	(6)	(7)
3. Dispensary/ PHSC						
4. PHC						

#### 11.3 Availability of Doctors/Paramedical personnel

Govt. agencies
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Private
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(a) ANM/Trained Dais

.....

.....

(b) Doctors/R.M.P.

.....

.....

**12. Street lighting:**

12.1 Has Panchayat/Municipality/State Govt. provide street lighting? Yes..... No.....

If yes, give following details:

Agency		No of points provided	Capital Cost (Rs.'000)	AMC (Rs.'000)
State Govt.	Municipality/ Panchayat			
(1)	(2)	(3)	(4)	(5)

12.2 If not, or if present arrangement is not sufficient, please state proposed action during the next 5 years\* to be taken with estimated cost and likely sources of fund.

Minimum additional points (No.)	Estimated Capital cost(Rs.'000)	AMC (Rs.'000)	Likely sources of funding		
			Municipality/Panchayat	State Govt.	Others
(1)	(2)	(3)	(4)	(5)	(6)

**13. Safe Drinking Water:**

13.1 Main sources of drinking water

Piped water Supply	Tube well/ Hand pump (No)	Pucca Well/Ring Well (No.)	Ponds/Pukhri	Spring/Natural Stream
(1)	(2)	(3)	(4)	(5)

13.2 Whether maintained by :

State Government

Municipality/Panchayat

13.3 (i) Capital Cost

(ii) AMC (Rs.'000)

13.4 Proposed for new construction during the 5 years period\*

	<u>State Govt.</u>	<u>Municipality/Panchayat</u>
(i) Piped Water Supply	.....	.....
(ii) Tube Well/Hand Pump	.....	.....
(iii) Estimated capital cost.	.....	.....
(iv) AMC	.....	.....

14. Sanitation including scavenging, drainage and garbage removal services

14.1 Scavenging:

No of Scavenges employed by Municipality/Panchayat	Annual Expenditure (Rs.'000)	
	Wage	OE (Rs.'000)
(1)	(2)	(3)

14.2 Drainage

Drainage	Length (Km)	Capital cost (Rs.'000)	Annual maintenance cost
	(1)	(2)	(3)
i. Existing			
ii. Proposed*			

14.3 Public Conveniences

14.3.1 Public Urinals/Latrines constructed by State Govt/Municipality/Panchayat

i. Existing	No.	Capital cost (Rs.'000)	AMC (Rs.'000)
iii. Proposed for next 5 yrs.*			

\* Proposed during 2012-14 to 2017-18.S



## 14.3.2 Scheme for conversion of dry latrines into septic latrines

	No.	Estimated rate (Rs.'000)	Contribution by Municipality (Rs.'000)
	(1)	(2)	(3)
Ongoing			
Proposed*			

## 14.4 Sewerage facilities

	Capital Cost	AMC	Source of funding
i. Existing			
ii. Proposed for next 5 years*			

## 14.5 No of service latrines and manner of removal of night soil

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 .....

## 14.6 Garbage Disposal:

14.6 .1 What is the total quantum of garbage requiring disposal daily (in Qtls)

14.6 .2 Quantity actually disposed off daily and manner of disposal

14.6 .3 Annual expenditure on garbage removal (Rs.'000)

14.6.4 Any scheme contemplated for recycling of garbage:

Yes

No

\* Proposed during 2013-14-2017-18.

If yes, give details.

Estimated Capital Cost	AMC	Total
(1)	(2)	(3)

**15. Maintenance of cremation and burial grounds:**

Cremation ground No.s	Burial ground Nos.	Annual Maintenance Cost (Rs.'000)
(1)	(2)	(3)

**16. Community Resources**

Capital cost      AMC (Rs.'000)

16.1 Panchayat Ghar/Town Hall	i. Existing		
	ii. Proposed		
16.2 Community centre	i. Existing		
	ii. Proposed		
16.3 Youth Club	i. Existing		
	ii. Proposed		
16.4 Community Playground	i. Existing		
	ii. Proposed		
16.5 Public Library/Reading Room	i. Existing		
	ii. Proposed		
16.6 Common Grazing Ground/ Public Park	i. Existing		
	ii. Proposed		
16.7 Fair ground/Market sheds	i. Existing		
	ii. Proposed		
16.8 Any other (Give item wise)	i. Existing		
	ii. Proposed		

**17. Which additional functions given in schedule XI/XII of the Constitution (enclosed at Annexure II) would you, as an institution of self-govt. like to be in a position to perform?**

Sl.No.	Name of function	Minimum Requirement of Addl. Staff (No.)	Estimated Annual Expenditure (Rs.'000)		
			Salary	OE	Total
(1)	(2)	(3)	(4)	(5)	(6)

**18. Suggestion, if any, with justification for change in territorial jurisdiction of Municipality/ Panchayat to improve its fiscal viability.**

Brief Suggestion	Justification
.....	.....
.....	.....
.....	.....

**19. Prevention of illegal tapping of electricity and recovery/collection of Government dues under Section (35/31) and 61(2)(20) of the Manipur Panchayati Raj Act, 1994.**

(i) is the Panchayat/Municipality willing to prevent the illegal tapping of electricity in its area ?

(ii) is the Panchayat will to help in recovery/collection of electricity and other Government dues ?

Please also suggest steps which may be taken to work out a procedure in this regard .

**20. Formula for devolution of funded:**

What according to you could be a realistic formula for devolution of funds amongst Panchayats/ Municipalities and Nagar Panchayats ?

**Criteria for devolution of funds to :**

**A. Municipalities and Nagar Panchayats**

	Suggested weightage (%) (Total 100)
1. Population.	
2. Area (Sq.km.)	
3. % of SC/ST population	
4. Per capita consumption of Electricity (kw/h)	
5. Literacy	
6. Efforts for ARM	
7. Effort for Expenditure Reduction	

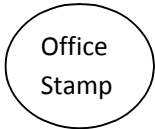
**B. Panchayats**

	100%
1. Population.	
2. Area	
3. No of landless labour/marginal & small farmers/ BPL families	
4. Literacy	
5. % of SC/ST population	
6. Distance from State Hq.	
7. Effort for ARM	
	100%

**Note:**

- 1. \*Proposed during 2013-14 to 2017-18
- 2. Capital Cost of setting up the facility
- 3. AMC: Annual Maintenance Cost
- 4. ARM: Additional Resource Mobilisastion
- 5. ULB: Urban Local Bodies

Dated;;;



Signature

\_\_\_\_\_

Executive Officer

\_\_\_\_\_

Place.....

**ANNEXURE-II**  
**THE CONSTITUTION OF INDIA**

**ELEVENTH SCHEDULE**  
**[Article 243-G]**

1. Agriculture including agricultural extension
2. Land improvement, implementation of land reforms, land consolidation and soil conservation.
3. Minor irrigation, water management and watershed development.
4. Animal husbandry, dairying and poultry.
5. Fisheries.
6. Social forestry and farm forestry.
7. Minor forest produce.
8. Small scale industries including food processing industries.
9. Khadi, village and cottage industries.
10. Rural housing
11. Drinking water.
12. Fuel and fodder.
13. Road, culverts, bridges, ferries, waterways and other means of communication.
14. Rural electrification, including distribution of electricity.
15. Non-conventional energy sources.
16. Poverty alleviation programmes.
17. Education including primary and secondary schools.
18. Technical training and vocational education.
19. Adult and non-formal education.
20. Libraries.
21. Cultural activities.
22. Markets and fairs.
23. Health and sanitation including hospitals, primary health centres and dispensaries.
24. Family welfare.
25. Women and child development.
26. Social welfare, including welfare of the handicapped and mentally retarded.
27. Welfare of the weaker sections and in particular, of the Scheduled Castes and Schedules Tribes.
28. Public distribution system.
29. Maintenance of community assets.

1. Added by the Constitution (Seventy-third) "Amendment) Act,1993, Sec.4.

**ANNEXURE-II Condt.****THE CONSTITUTION OF INDIA.****TWELFTH SCHEDULE****[Article 243-w]**

1. Urban planning including town planning.
2. Regulation of land –use and construction of buildings.
3. Planning for economic and social development.
4. Roads and bridges.
5. Water supply for domestic, industrial and commercial purposes.
6. Public health, sanitation, conservancy and solid waste management.
7. Fire services.
8. Urban forestry, protection of environment and promotion of ecological aspects.
9. Safeguarding the interests of weaker sections of society, including the handicapped and mentally retarded.
10. Slum improvement and upgradation.
11. Urban poverty alleviation.
12. Provision of urban amenities and facilities such as parks, gardens, play-grounds.
13. Promotion of cultural, educational and aesthetic aspects.
14. Burials and burial grounds; cremations, cremation grounds and electric crematoriums.
15. Cattle ponds, prevention of cruelty to animals.
16. Vital statistics, including registration of births and deaths.
17. Public amenities including street lighting, parking lots, bus stops and public conveniences.
18. Regulation of slaughter houses and tanneries.

1. Added by the Constitution (Seventy-fourth Amendment) Act, 1992, Sec.4.