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GOVT. OF MANIPUR  
OFFICE OF THE CHIEF SECRETARY

**MINUTES OF THE XVIII<sup>th</sup> MONTHLY MEETING CHAIRED BY SHRI D.S.POONIA, CHIEF SECRETARY  
GOVT. OF MANIPUR WITH THE ADMINISTRATIVE SECRETARIES ON 06-12-2010 ( 10.00 AM )**

List of Officers present and absent	is at	Annexure	A
PPT of TD & Hills deptt	is at	Annexure	B
PPT of Plg Deptt	is at	Annexure	C
PPT of FD Deptt ( Gap b/w Receipts and Expenditure )	is at	Annexure	D
PPT of FD ( Status of Audit and Accounts of State PSUs )	is at	Annexure	E
PPT on Distt. Innovation Fund ( 13 <sup>th</sup> FC Recommendations )	is at	Annexure	F
PPT on File Tracking System	is at	Annexure	G
List of <b>ZERO Plan Expenditure Deptts</b>	is at	Annexure	H
List of Poor-Performing Deptts	is at	Annexure	I
List of Deptts which have not submitted Information on Non-Plan Receipts and Expenditure	is at	Annexure	J

2. Shri D.S.Poonia , Chief Secretary welcomed the Officers present. He informed that-

i) Winter Session of the Manipur Legislative Assembly will start from 22-12-2010. He emphasized the importance to be attached with the Assembly Business and advised all AD Secretaries and HODs to be present in Imphal during the Assembly session. He also advised them to ensure that list of business be furnished to the Law Deptt immediately.

ii) Union Home Minister will visit Manipur from 14-15 December 2010. He requested the Administrative Secretaries to inform credible Community Based Organisations, desirous of meeting the Union Home Minister to send their requests to Shri. V Vumlunmang, Home Commissioner by 10-12-2010.

3. **Follow-up on Cabinet Secretary's Review Meeting at Guwahati (26-27 Nov.2010)**

- **Augmenatation of Storage Capacity:**
- Commr/ CAF & PD informed that IOC awarded the contract for construction of boundary wall of RFD Malom in August 2010 but actual work has not started. CAF&PD Deptt to follow-up and ensure that the construction starts without any delay. IOC should also be persuaded to finalise contract for RFD construction asap.
  - Noting that there is no Economic Blockade, dedicated CRPF security is available in both Manipur & Nagaland Sectors, Landslips/Landslides on NH-39 in Zubza and the Mao-Maram stretches have been cleared and movement of 20 KI TTs restored, the CS advised the CAF&PD Deptt to keep sustained pressure on both IOC and FCI to stock up POL, LPG and PDS items.
  - CAF&PD Deptt. to ensure that both IOC and FCI should without delay finalise transport contracts.
  - IOC to urgently construct Barracks for Police Static Security on priority.
  - DC/ Imphal West to fix date for survey and ensure handing over of all acquired land to IOC reps.
  - IOC to operationalise 109 non-operational TTs at the earliest. CAF&PD to keep track of how many of the 254 operational TTs are in actual use and inform CS before Union Home Minister's visit (14Dec.)
  - IOC to follow-up with Govt of Nagaland to permit movement of 20 KLTTs through Kohima City during night time .
  - Commr/CAF& PD to put up to CS a comprehensive report with a dft d.o.letter to the Cabinet Secretary as a follow-up to the decisions taken as follow-up to Guwahati meeting.
- **Augmenatation of the Storage Capacity of Food Grains .**

**Issues :**

- Commr / CAF & PD informed that FCI has agreed to open the Tender for FCI transporters at Imphal and Guwahati .
- He also informed that the Formal approval for the FCI Godown construction at CCpur has not been conveyed so far.FCI team is yet to visit other locations (viz) Jiribam and Thoubal .
- Similarly in case of Tamenglong though the FCI has agreed to the site selected , formal approval of FCI is still awaited. In respect of Chandel the FCI have been offered the site at Pallel .
- The Commr / CAF & PD also informed that FCI has ben non-committal with regard to the proposal of FCI Godown sites at Parbung and New Keiphundai. In respect of Bishnupur the D.C has identified Additional area for FCI Godown adjoining the existing one. DC/BPR has conveyed the availability of additional area to the FCI.

**Decisions taken :**

- Commr/CAF&PD to put-up a dft d.o. to CS addressed to CMD / FCI about non-receipt of formal approval of FCI Godown at CCP despite his assurance in the Food Secretary's meeting on 26-11-2010 at Guwahati.
- DC / Senapati to give feed back to the Chief Secretary & Commr/CAF&PD reg. progress on FCI Godown construction by TP Cell at Mayangkhang.
- In order to expedite Land Acquisition process, the DC/ Tml is advised to complete the assessment of the compensation amount to be paid in anticipation of FCI approval.
- Commr/CAF&PD to follow-up and persuade FCI to accept proposal for construction of FCI Godowns at Parbung and New-Keiphundai PDCs. The FCI team which will be visiting Jiribam may also visit New Keiphundai .
- As regards lifting of PDS food grains for Senapati Distt., Chief Secretary advised Commr / CAF&PD to ensure that PDS Rice is issued every month against deposits already made by authorized SPT Dealers. The backlog issue may be delinked and sorted out separately.

**NATIONAL HIGHWAYS :**

**Decisions taken :**

**NH 53:**

- PS/Works to put-up d.o. letter to CS immediately to the Cabinet Secretary requesting intervention with DGBR to ensure approval to Estimates submitted by CE/Pushpak against Rupees 10 crores allocated by DoRTH for Repair and Maintenance of NH 53.
- PS/Works to ask PWD Engineers to immediately carry out field visit and informal inspection to ascertain details of manpower and equipment in use by BRO on NH-53. Information be furnished to CS by 13DEC positively. Report may also cover status of restoration works in the critical patches ( especially the worst 70 Km stretch ) and work on strengthening and re-construction of the fourteen weak bridges on NH 53.
- PS/Works also to put-up a dft d.o. letter to CS addressed to CS/Assam to allow BRO to collect stones from Madra Quarry in Cachar Area for NH-53 works. State PWD to identify alternate locations in Manipur and inform CE/Pushpak under intimation to Chief Secretary immediately.

**NH 39 :**

- PS/Works to share the details of any U.G group hampering progress of works taken up on NH 39 with the Home deptt . These may be taken up Home Deptt and ADGP(Int) with concerned Kuki militant group/MHA immediately.
- PS/Works to take up with Secy,DORT&H early approval to de-sanction earlier approvals in respect of Lokchao bridge and the Feasibility Study prepared by PWD for the Mao-Maram Sinking Zone.
- Proposal for extension of Maram-Perem Road may also be highlighted in the letter to Secy/DoRTH.
- Home Deptt to request DGP to put into place a Check Post at Jiribam on NH-53 to restrict load to 20MT on all trucks/Tankers to prevent further damage to the Weak Bridges.

**Railway projects :**

- Health deptt to move a proposal to the Ministry of Health and Family Welfare , GOI regarding the Establishment of Trauma Centre at Noney.

**4. Status of Funds transferred under MSDP by MoBC Deptt and BRGF by RD&PR to the DCs:**

**Decisions taken :**

- FD & MOBC to resolve issues relating to refund of Agency Charges amounting to Rs. 4.81 cr latest by **07-12-2010**.
- FD to ensure release of Rs. 14.72 cr for 2009-10 to the DCs latest by **08-12-2010**.
- ACS informed that **BRGF funds**, the final installment of 2009-10 and the first installment of 2010-11, will be transferred to the respective D.C.'s accounts latest by **07-12-2010** .

**5. Devolution of Powers to the Autonomous Distt. Councils :**

- PS/TD & Hills informed that the Cabinet decision taken on 03-11-2010 has been circulated to the concerned line deptts.
- DP has been requested for creation of posts and posting of 10 Sr MCS Officers as Executive Directors in the DRDAs and six MFS officers in the six ADCs.
- ACS/RD & PR informed that there is no need to amend the bye-laws of DRDA as the existing rules/guidelines provide for the Zila Parishad Adhyakshas, the equivalent of which would be Chairmen of the Autonomous Distt. Councils.
- **List of deptts which have not complied with the Cabinet Decision of 03-11-2010 on Devolution of Powers till date :**
  - i) Arts & Culture.
  - ii) Adult Education.

- iii) Co-operation.
- iv) CAF & PD .
- v) DP
- vi) Finance.
- vii) Fisheries.
- viii) Forest.
- ix) Ferries.
- x) Health & Family Welfare.
- xi) Horticulture & Soil Conservation .
- xii) Industries.
- xiii) MoBC.
- xiv) Minor Irrigation.
- xv) PWD.
- xvi) Power
- xvii) Science and Technology .
- xviii) Small Town .
- xix) Transport.
- xx) Vety & AH
- xxi) YAS.

- The Chief Secretary directed the AD Secretaries of the aforementioned deptts to issue orders for Devolution of Powers to ADCs **latest by 11-12-2010 in compliance of Cabinet decision.**
- After discussion on the roles of the PD and ED of DRDAs, it was agreed that after posting of Sr MCS Officers as EDs, it may not be necessary to have Project Directors. RD&PR Deptt was, therefore, advised to take follow-up action accordingly after DP posts Sr MCS Officers as EDs in the DRDAs. Both ED DRDA and CEO Distt Council will report independently to the Chairman Distt Council in the Hills and Adhyaksha in the Valley Districts.
- All Deptts shall invariably mark a copy of all Orders on Devolution of Powers to th Distt Councils to Shri Bikramjit ( contact no. **9206040398**), Informatics Officer , IT Deptt. Govt. of Manipur (4<sup>th</sup> Floor, West Block , New Sectt.) for upload in the State Govt. Website (manipur.nic.in ).
- FD to ensure that the Finance Accounts are placed on the Table of the State Assembly in the forthcoming session of the Manipur Legislative Assembly.
- Hills Deptt to direct all six Distt Councils to, for the sake of uniformity, obtain FD approval before notifying any user charges like Use of Ferry Ghats ; Bus Parking, Cattle Pounds etc

6. **Presentation by the Planning Deptt.**

**SPA 2010-11 :-**

- JD ( I ) informed the status of SPA 2010-11 as :
  - ✓ Funds under SPA 2010-11 RS.660 cr.
  - ✓ Funds for ongoing projects RS.395 cr
  - ✓ Funds for New Projects RS.265 cr
  - ✓ Amount sanctioned for SPA RS.241.14 cr
  - ✓ Amount awaiting Planning Commn approval RS.418.86 cr
  
- Expressing concern at the inordinate delay in obtaining release of SPA funds (2010-11), it was decided to utilize services of RC, Delhi to help get the SPA funds released asap.

**Status of Preparation of Annual Plan 2011-12 :-**

- JD/ I informed the Status as follows:
  - ✓ All deptts., except Land Reforms and CAF & PD, have submitted their annual Plan 2011-12 proposals.
  - ✓ The proposals aggregate to Rs. 4004.93 cr an increase of 54.04% from the approved outlay for the previous year.
  - ✓ The proposals of two deptts ( viz ) (i) Distt. Councils and (ii) Agriculture (RKVY ) have shown a sharp increase in their proposals.
  
- Chief Secretary advised that CAF & PD deptt should project adequate funds in their Annual Plan proposals for " Computerisation of the Deptt ".
  
- Chief Secretary has also observed that the Agriculture deptt. shall furnish necessary write-up to justify the increased fund requirement under RKVY .
  
- CAF&PD and Land reforms deptt to furnish the Annual Plan Proposal 2011-12 to th Planning deptt on **06-12-2010** .
  
- Chief Secretary advised Commr (Forest and Env) to prepare projects for external funding through the Planning Deptt. (FIB).
  
- The Annual Plan Proposal shall be placed before the Cabinet for its approval **around 15<sup>th</sup> of December 2010**. After the Cabinet's approval the final Annual Plan proposal may be sent to Planning Commission **latest by 20<sup>th</sup> December 2010**.

#### Expenditure review of SPA 2009-11:-

JD / I informed the status of expenditure under SPA 2009-10 as:

- ✓ Fund provided Rs. 610.50 cr.
- ✓ Amount Drawn Rs. 458.38 cr (75.08%)
- ✓ Amount Utilised Rs. 431.89 cr (70.74 %)
- ✓ For the balance amount lying in MH 8449 the Chief Secretary advised FD to share the break-up figure with the Planning deptt .

➤ The following deptts still have balance SPA,2009-10 funds lying in deposit under MH-8449:

<u>Name of the Deptt</u>	<u>% Utilised -as on date</u>	<u>Amount under MH 8449( in Rs )</u>
<b>Sports</b>	<b>58</b>	<b>13.13 cr</b>
<b>Flood Control</b>	<b>66</b>	<b>13.47 cr</b>
<b>School Edn-S</b>	<b>88</b>	<b>2.53 cr</b>

➤ The three AD Secretaries were advised to ensure that the SPA2009-10 funds still lying under MH 8449 be withdrawn and utilized **latest by 31-12-2010** . Similarly all pending UCs and PRs shall be submitted to Planning deptt **latest by 31-12-2010** . This would ensure a strong case in the Working Group level discussions in the Planning Commission.

#### Utilization of Fund under Annual Plan 2010-11

- Rs. 559.25 cr ( 21.51%) has been utilized as on 30-11-2010 against the approved outlay of Rs 2600 cr for 2010-11.
- There is an improvement of 42.58 cr over the expenditure incurred upto the end of Oct. 2010.
- **10 Sectors/ deptts have reported ZERO expenditure upto the end of November 2010.( List of ZERO-performing deptts is at Annexure H).**
- **10 Sectors /deptts have incurred expenditure less than 10 % ( List of Poor- performing Deptts ia at Annexure (I)**

#### Decisions taken :

- Deptts to make sincere efforts to achieve atleast 50 % expenditure by **31-12-2010**. Those deptts which have **ZERO** expenditure on **31-12-2010** may face a cut in Plan Outlay in Dec 2010.
- FD to play pro-active role to assist in timely release of Plan Funds , if necessary , by calling AD Secretary and HOD for discussion instead of repeated back references.

#### Status on Submission of Information on receipts and expenditure in connection with Group on Finances of Special Category States

- The Addl Secy/FD informed that as per the assessment worked out by the FD , the Non Plan Resources gap during 2010-11 is Rs 590.15 cr.

- The assessed Non-Plan Revenue Receipts is Rs 2522.11 cr .
- The assessed Non-plan Revenue Expenditures is Rs 3112.26 cr.
- **The List of 31 Deptts that have not submitted the information on Receipts and Expenditure (is at Annexure -J)**
- ADs to furnish requisite information to FD latest by 07-12-2010.
- The Chief Secretary advised FD to be in touch with JS/FR- GOI and find out the status of the Non-Plan Fund requirement spread over the next 5 years.

**8. Status of Updation of Accounts & Audit of State PSUs**

- In the next Monthly meeting FD to make a PPT ( furnish a chart) indicating the different stages wherein each of the State PSUs are placed (viz) Internal Audit ; Approval by Board of Directors; Statutory Audit; Comments of A.G.Office; Approval of Accounts in the Annual General Body meeting (AGM) and submission of Annual Report.
- FD will also compile the list of Internal Auditors and Statutory Auditors ( Name and Addresses) in respect of each Stae PSU. An assessment table to be presented (PPT) comparing the performance of different Internal Auditors and Statutory Auditors.
- FD should draw- up a time frame for updation of PSUs Accounts and their Audit.
- The Chief Secretary advised that if the prolonged delay is due to the Statutory Auditor appointed by the CAG Office, the matter may be taken up with CAG at the level of Chief Secretary.
- FD in co-ordination with the State Academy of Training , Takyelpat , to organize workshop involving the MDs of different State PSUs and other key Office bearers to enlighten them about the Financial and Accounting aspects of Management .
- Shri N.Sudeep Singh, A.R.O., should elaborate in the next monthly meeting methodology to be adopted for Liquidating Non-functional PSUs like Manipur State Power Development Corporation; Manipur Spinning Mill Corporation; Manipur Pulp and Allied Products corporation; Manipur Cycle Corporation etc.
- FD should also inform the AD's plan / proposals for liquidating the liabilities of their Corporations.

**9. Action Plan for recovery of National Backward Classes Finance and Development Corporation(NBCFDC).**

- The Action taken report submitted by the MD/MPHC was found unacceptable. The monthly target achieved for the month of November was Rs 2.9 lakhs against the Monthly target of Rs 8.7 lakhs.
- MD/MTDC informed the total amount recovered till the end of November 2010, starting from September 2010 amounts to Rs 8.8 Lakhs. The amount is still lying with MTDC.
- MD/MTDC was directed to ensure that the amount recovered is immediately deposited with the NBCFDC.The details regarding the deposition may be informed to the Chief Secretary's Office latest by 15-12-2010



- The Chief Secretary further reiterated that incase the amount is found to be irrecoverable from the loanees , names and other details shall be furnished by MD/MTDC to the AS/PIC, FD for action under provisions of the Manipur Public Servants Personal Liability Act, 2005..


**10. Presentation on the District Innovation Fund ( DIF ) under the 13<sup>th</sup> Finance Commission Award**

- Joint Secretary / Planning made a PPT presentation in which the details of the District Innovation Fund were explained.
- JS/Plg informed that the DIF will be @ Rs 1 cr per distt.and it is to be utilized for increasing the efficiency of Capital Assets already created and fill in vital gaps in Public Infrastructure already available in the Distrtict ,but could not be utilize for want of a relatively small investments.
- The Chief Secretary informed the Deputy Commissioners about the flexibility the DIF Offers. He emphasized the role of DCs in identifying Innovative Projects/ Ideas in their respective Distts. and requested them to submit their proposals to the Planning deptt **latest by 20-12-2010**
- The Chief Secretary also deliberated on the H/ Finance Minister's Package of Rs 75 cr. for Manipur. Of which , Rs 15 cr is meant for the **Integrated Village Development Project** in Ukhrlul, Chandel, CCP ( Border Districts ). The DCs are to select 5 Villages from their respective distts. DCs to identify Villages and the schemes required in each identified Village and send proposals (@ Rs 1 cr per Village ) for Basic Developmental Works like Water Supply Scheme, PHSC building & equipment, Pry School building & Furniture, Approach Road etc. may be forwarded to the Planning deptt by **31-12-2010**.

**11. Demonstration of the Working File Tracking System by IT deptt.:**

- The JS/IT demonstrated the overall functioning of the File Tracking System .
- The Support IT Deptt could render support in terms of Diarisation of Files/ Dak along with providing Computers and Networking Equipments .
- FD / DP / Plg / Law deptts have been requested to start diarisation immediately. IT deptt would give the initial hand holding . Shri Bikramjit, Informatics Officer, could be contacted in his No. **9206040398**.
- The Chief Secretary informed that all the Deptts can upload the Circulars / Office Memorandum onto the Govt. of Manipur's official Website **manipur.nic.in**. **One copy of the Circular /Memorandum can be endorsed to Shri Bikramjit Singh, Informatics Officer, DIT, Manipur 4<sup>th</sup> Floor, Western Block, New Sectt.**

12. The next monthly meeting will be held on **Monday, 03-01-2011** at **10.00 am** in the Conference Hall, Old Sectt.
13. The meeting ended with a vote of thanks.

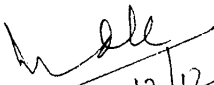
  
(D.S. Poonia) 13/12  
Chief Secretary, Manipur. 12  
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Imphal, 13-12-2010


No.1/CS/PERS/2010  
Copy to :-


1. Staff Officer to the Chief Secretary, Manipur.
2. Addl Chief Secretary (RD&PR/Election).
3. All Pr.Secretaries/ All Commissioners/ All Secretaries.
4. All DCs.
5. JD, Plg( M/I/K).
6. Managing Directors of all State PSUs.
7. Shri. Sandeep Singh, ARO, State PSU Cell, Finance Deptt.

Copy for information to :

1. Secretary to HE Governor of Manipur, Raj Bhawan, Imphal.
2. Secretary to Hon'ble Chief Minister, Manipur.

  
(R. Sudhan) 13/12/10  
Staff officer to Chief Secretary.  
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① ofe Com/Home →  13/12

② Com/CAF & PD →  14/12