

**GOVERNMENT OF MANIPUR
OFFICE OF THE CHIEF SECRETARY**

**MINUTES OF THE XXIVrd MONTHLY MEETING CHAIRED BY SHRI D.S.POONIA,
CHIEF SECRETARY GOVT. OF MANIPUR WITH THE ADMINISTRATIVE
SECRETARIES ON 06-06-2011 (10.00 AM)**

Shri D.S.Poonia, Chief Secretary welcomed all the Officers present. Following issues were discussed in the meeting:

1. Expenditure Review.

A) Status of utilization of fund under AP 2010-2011.

Status of utilization of fund under AP 2010-2011 is as follows:

Approved Outlay	: Rs 2600.00 crore
Revised Outlay	: Rs 2581.88 crore
Amount drawn & Utilized	: Rs 2405.89 crore (93.18 %)
Expenditure incurred	: Rs 1811.26 crore (70.15 %)
Amount lying under MH-8449/8443	: Rs 594.63 crore (23.03%)

- SS (Plg) informed that only the Horticulture Deptt utilized 100% of Plan Funds under AP 2010-11.

Decisions taken:

Commr (Hills) to **furnish by 10-06-2011**, details of expenditure incurred during 201-11 in the five Hill Districts (TSP) to JD(I), Plg Deptt, District wise break-up will also be furnished with list of schemes/projects.

Planning Deptt to compile and furnish the information on Plan Expenditure under TSP, to Hill Areas Committee **by 20-06-2011**.

Administrative Depts. to factor, in addition to State Plan funds, spending under NLCPR, NEC and Flagship Programs like NRHM, SSA, JNNURM, RGGVY, PMGSY, TMNE etc and CSS while working out their expenditure in Hill Districts.

Comm. (Agri) to coordinate with Veterinary, Horticulture, Forest Fishery Deptt and submit, JD(I), Plg Deptt, details of fund flow under RKVY in the Hill Districts under AP 2010-11. In case of lack of response from any Deptt, the Chief Secretary may be requested to chair a meeting.

JS, DIT to furnish, to JD (I), details of spending under its NeGP including CSC project for compilation under TSP.

Tourism, Agri, IT, MV, Transport, RD&PR and Land Reforms Depts. to furnish their flow of funds to Hill Districts, to JD (I).

Health, LDA, PWD, Power, YAS, Home, Eco&Env, Jail, MDS, PHED, Edn-S, Flood Control, IT Departments, have not drawn money from MH 8449/8443. They shall furnish updated information to JD (I), Plg Deptt by 15-06-2011.

B) Status of utilization of fund under SPA 2009-10

Status of utilization of fund under SPA 2009-10 is as follows:

Funds provided	: Rs610.50 crore
UC & PR submitted	: Rs524.08 crore (85.84%)
Pending UC & PR	: Rs86.42 crore (14.16 %)
Amount under 8449/8443	: Rs 18.16 crore (2.92%)

- MAHUD, PWD/Rd & Bridges, PWD/PAB, LDA, Sports, Health, T.D., Power, MAHUD, Home, Jail, School Education have pending UC's and PR's.
- No action has been taken by Edn-S and YAS in the month of May to withdraw funds from MH- 8449.

Decisions taken

The defaulting Deptts to expedite submission of UCs **by 15/06/2011** to JD (I), Plg Deptt.

SS (Plg) will take a meeting with FD to work out the modalities for quick release of 10% loan component for the SPA projects.

Education (S) and YAS to withdraw fund from MH 8449 and submit UCs by **30-06-2011** to JD (I).

C) Status of utilization of fund under SPA 2010-11:

Funds provided	: Rs 660 crore
Funds released	: Rs 659.16 crore
Amount drawn and sanctioned	: Rs 666.89 crore
Expenditure incurred	: Rs 338.46 crore (50.72 %)
Amount lying under 8449/8443	: Rs 328.43 crore (49.25 %)

D) Status of Submission of DPR's for New Projects under SPA/SCA 2011-12.

- Following Depts., namely, Ecology & Environment, Higher Education, District Councils (Hills), CAF&PD have submitted DPR's for New Projects under 2011-12.
- Sericulture, Works, Health, Power, Flood Control, Home/Police, School Education, Technical Education, MDS have not submitted the DPRs.

Decisions taken:

Administrative Secretaries advised to submit the pending DPRs by **30/06/2011**, failing which Memo will be issued in respect of concerned AS/HOD.

Those Depts. which have already submitted DPRs shall immediately prepare and send Note for PIB to the FD and PIB meeting shall be held before 30-06-2011.

2. 12th Plan: Thrust & Way ahead.

- JD (I) informed about the major objectives and thrust areas of 12th Five Year Plan.
- Agricultural growth, human resource development to receive thrust during 12th Plan period.

Decisions taken:

Planning Deptt. to coordinate with Hills and RD & PR Depts. to collect inputs from the District Councils and Zilla Parishads as a part of the exercise to initiate grassroot planning.

Planning Deptt, in collaboration with the Hills Deptt and the SAT, to undertake capacity building programs for District Council staff in plan preparation.

All Plan Depts. to identify thrust areas for the 12th Plan and submit it to Planning Deptt **15-06-2011**.

Planning Deptt to prepare its on Approach Paper on thrust areas of 12th plan.

3. Utilization of District Innovation Fund.

JD (K) informed the status of Action Plan and comments on proposal of innovators/recommendation to be submitted by DC's.

Decisions taken:

DCs to look into proposals submitted by planning department and furnish their views **by 15/06/2011**.

DCs to discuss and sort out with innovators the issue of cost effectiveness of their innovations.

Spl Secretary (Plg) will separately discuss with the DCs, and incorporate Innovations like Solar Lanterns, Ambient Air Water Filters, and Solar Refrigerators etc under the District Innovation Fund and finalize the State proposals under XIIIth FC **within 30-06-2011** and furnish to FD before the next Monthly meeting.

4. Update on File Tracking System.

- Spl.Secy (IT) informed the status of File Tracking System, and activities undertaken in the month of May.
- It was informed that the training of all depts. staff will be completed by June end.

Decisions taken:

Critical depts. like Home, Finance, DP and offices of the CM & CS to be covered on priority under FTS.

DIT to conduct a sample check and present an Evaluation Report on the working of FTS in the next Monthly Meeting.

DIT to introduce and induct the HP Multi-Seat Model for computerizing the Sections in the Sect.

5. District e-Governance Societies & installation of Gensets at DHQ.

- JS (IT) informed that file has been moved to FD for opening of bank accounts with respect to 5 districts namely Ukl, Spt, Tbl, CCP, and IE.
- Details of Banks and Joint Operators in respect of the defaulter DCs, namely, IW, TML and BPR were collected in the meeting itself.

Decisions taken:

Bank accounts to be opened for Chandel (SBI), TML (UBI), IW (SBI/Imphal Sect. Branch), BSP (SBI). DIT to move another file to FD for opening of Bank Accts for these 4 districts.

FD to expedite approval to opening of joint Bank Accts for all 9 District e-Gov. Societies.

DIT, in coordination with MANITRON, to provide safety grills as an enclosure, for all Gensets in the DHQs.

The Gensets, with the exception of Churachandpur, will be installed at the New Mini Sectts. to obviate the need for shifting as all new Mini Sectt Buildings are scheduled for inauguration in the next six months. DIT/Manitron/HCL to intimate the technical requirements of site for installation of Gensets to DCs.

DIT to deliver Gensets in following order- Ukl, Spt, Chandel, TBL,TML,,BPR and CCP.

6. Manipur Govt Official Website

Decisions taken:

Chief Secretary observed that Website addresses should be displayed widely on calendars, pamphlets, letterheads etc.

All ADs to give inputs such as Annual Administrative Report in soft copy to DIT for uploading on Website.

All ADs to migrate to official Website www.manipur.gov.in being maintained and updated by DIT.

Generic email IDs for the ADs being created by DIT will be operational by August 2011.

7. Conversion of AC to DCC bills & Non Submission of Monthly Divisional Accounts.

- Comm. (Fin) informed that Edn(S), Transport, DC (TML, TBL), ADC (KPI) have not done any adjustment in May 2011.
- Although it was decided in the last monthly meeting that AD Secretaries shall review progress in adjusting funds drawn under AC Bills, it was noted that only Commrs (MOBC) and Edn (Hr&Tech) have done so. Rest of the AD Secretaries are defaulters.
- Commr (FD) expressed concern that the Power, PHED, IFCD, PWD, Forest & Environment have failed to complete updating of monthly Divisional Accounts.

Decisions taken:

Comm. (Fin) to take separate review meeting with defaulter departments for adjustment of AC bills. AG office representative may be invited for all such meetings.

AD Secretaries to ensure that they undertake review meetings and set timelines for submission of Monthly Divisional Accounts and furnish the Action Plan to FD and Chief Secretary.

Concerned ADs to furnish the information sought by AG office to FD by **10/06/2011**. Non-compliance will be seriously viewed.

8. Update on Accounts of State PSUs

- It was informed that MTDC has completed its statutory audit for the period 1983-84 to 1987-88 as per the decision of last monthly meeting.

Decisions taken:

Instead of FD, concerned AD Secretary shall make Power Point Presentation in the next monthly meeting on Update of Accounts & Audit of PSUs under them. ADs to take review of PSUs and place it in the monthly meeting.

Manipur Plantation Crops Corporation to finalize its accounts for the period 1994 to 2004, by 15/06/2011.

Manipur Agro Industries Corporation to finalize its report by 30/06/2011.

MANITRON to hold a special meeting of BOD to adopt reports of Internal Auditor.

9. Recovery of dues by MTDC and repayment.

- The loan recovery in respect of NBCFDC for the month of May was RS.1, 03,000/- only against the target of Rs.8.7 lakh.
- Loan recovery with respect of NSTFDC for the month of May was Rs.6, 88,784/-only against the target of Rs.5 lakh.

Decisions taken:

Commissioner (FD) to chair a meeting with Commissioners (MOBC) and (TD) to coordinate and work out a practical methodology for recovery of loans extended by MTDC. Report in next monthly meeting.

10. Miscellaneous

Reports asked by His Excellency, the Governor of Manipur have to be furnished **by 15/06/2011**. Staff Officer to CS will immediately circulate the list of pending reports among the defaulting Depts. and monitor compliance. Status will be presented in next monthly meeting.

All ADs to furnish brief Note on Action Plan on Agenda of 60th NEC meeting and any issues to be included in draft speeches of His Excellency, the Governor and Hon'ble CM by 07-06-2011.

All AD Secretaries to attend the monthly meeting regularly. In the event of absence due to unavoidable circumstances, it is their duty to ensure that they are represented in the meeting by one of their Officers.

Departments making presentations to ensure that issues of non-compliance are highlighted and reviewed in the meeting.

11. The meeting ended with a vote of thanks.

The next monthly meeting will be held on Monday; 04-07-2011 at 10.00 am in the Conference Hall, Old Sect.

Sd/
(D.S.Poonia)
Chief Secretary, Manipur
Imphal, 13-05-2011

No.1/CS/PERS/2011

Copy to:-

1. D.G.P Manipur.
2. Addl Chief Secretary
3. All Pr.Secretaries/ All Commissioners/ All Secretaries
4. All DCs
5. All HODs
6. MDs of all PSUs
7. JD,PIg(M/I/K)

Copy for information to:

Secretary to Hon'ble Chief Minister, Manipur.

Sd/-
(Hrisheekesh Modak)
Staff officer to Chief
Secretary.