

GOVERNMENT OF MANIPUR
OFFICE OF THE CHIEF SECRETARY

**MINUTES OF THE XXXth MONTHLY MEETING CHAIRED BY SHRI D.S.POONIA,
CHIEF SECRETARY, MANIPUR WITH THE ADMINISTRATIVE SECRETARIES ON
09-12-2011 (11.00 AM)**

List of Adm. Secys, Spl Secys, DCs and Others present/absent/leave **Annexure - I**

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

1. Agriculture: Presentation by Shri. Letkhogin Haokip, Comm. (Agriculture)

A) Plan Expenditure (A.P. 2011-12)

Rs. In Lakhs

Sl. No.	Heads of Account	Approved Outlay	Expenditure up to Nov. 2011	Expenditure upto 06-10-2011
1.	Crop Husbandry	1210.00	785.74	64.94
2.	Agri. Research and Education	20.00	20.00	100
3.	Food Storage and warehousing	4.00	3.00	75
4.	Agriculture	5.00	2.00	40
Total		1239.00	810.74	65.43

B) RKVY

Sl. No.	Particulars/ Departments	2010-11		2011-12	
		Outlay	Expenditure	Outlay	Released
1.	Stream I	1861.00	930.00	2225.00	879.00
2.	Stream II	620.00	620.00	234.00	234.00
Total		2481.00	1550.00	2459.00	1113.00

- In 2010-11, the balance an amount of Rs 931 lakhs lapsed due to inability of Agriculture Dept. to provide UCs to the M/o Agriculture.
- Commissioner (Agriculture) shall review on monthly basis with all concerned Depts. and shall be responsible for submission of UCs for RKVY funds.
- In case he fails to obtain co-operation of the Allied Depts., he shall request Chief Secretary to chair review meetings as necessary.

C) Agriculture Technology Management Agency (ATMA)

Expdt. for 2010-11 : Rs.184.71 lakhs
Central share for 2011-12 : Rs.1050.76 lakhs
State share for 2011-12 including backlog : Rs.152.51 lakhs

- Recruitment process for various posts under ATMA in under process and should be completed within 25-12-2011.

D) Adjustment of bills under M.H 8449: Rs. 50.00 lakhs

2. Information Technology: Dr. S. Birendra Singh, Spl. Secy. (IT)

A) Under NeGP Projects in Manipur

I. District e-Governance Society (DeGS)

- Awareness Programmes on e-Governance (Ukhrul – planned for 20th December 2011)
- Rs.5000/- per Block released to DCs for Awareness Campaigns
 - DCs must take up action for utilisation of DeGS funds and furnish UCs to the DIT, Manipur within 31-12-2011.

II. State Wide Area Network (SWAN)

- 42 POPs
- 21 sites Commissioned (but 2 burnt down)
- 9 POPs left (4 to be commissioned by Feb 12)
- Loss of equipment at Singhat and Kamjong
 - DCs must keep a record and report status of VSATs functioning to the DIT by 30th December, 2011.
 - DCs to report to Chief Secretary/Secretary (IT) on progress in SWAN (Encouraged to e-mail on dsponia@nic.in).

III. State Date Centre under SSDG Project is now functional

IV. Common Service Centres (CSCs)

- 399 Common Service Centres
 - The problems of (a) Connectivity (b) Power Supply and (c) G2C services need to be addressed by DIT. The proposal, through MDS, for solar power to the CSCs needs follow-up and monitoring.

V. State Portal, SSDG & e-Forms

- 20 Services(4 Departments- Land Record, Revenue, FCS and Labour & Employment)
- Delivery of H/W at 37 Sites by 20/12/11.
- Installation at 37 locations by 5th / 15th Jan. 2012
- Go Live date 19th Jan 2012.

VI. Capacity Building

- 14 Mission Mode Projects
- 10/12 PeMTs formed (MAHUD, Agri.)
- Training of Trainers (e-Gov) – Jan 2012
- State level Workshop - Jan 2012
- MMP DPRs prepared for all 12 Depts.

VII. FTS

- There is gap in Hard Ware & Manpower supply to various Depts.
- FTS use has gone down in last 3 months.

- IT Dept. to find out the number of Depts. using FTS.
- DIT to withdraw the hardware, software, furniture etc from all Depts. which are not using FTS.

VIII. Websites

- The State official Website manipur.gov.in to be more presentable and trash elements is weeded out.
- Draft RFP may be put up before TAC for early implementation.
- DIT, Manipur will provide technical consultancy to the State Govt. Depts. /Agencies. Projects will need to be funded by User Agencies.

B) Plan Expenditure (A.P. 2011-12) by DIT

Approved Outlay	: Rs. 746.00 Lakhs
Expenditure upto 31-10-2011	: Rs. 453.74 Lakhs (60.82%)

3. Planning Department: Presentation by Dr. Sajjad Hassan, Special Secretary (Planning).

A) Plan Expenditure (A.P. 2011-12)

Approved Outlay +Additional (extras+ carry-over)	: Rs. 3280.91Cr
Releases by GOI so far	: Rs.1112.30 Cr
Expenditure upto 30-11-2011	: Rs. 730.97 Cr (22.28%)
% expenditure against release	: 65.72%

- ZERO Expenditure upto 30-11-2011 by Depts. of (i) RKVY, (ii) Home, (iii) GAD, (iv) Motor Vehicle (Transport), (v) Fire Services and (vi) LFA.

- Depts. to promptly report updated expenditure to Planning Dept. on monthly basis.
- Planning Dept. to identify depts. which are not utilising funds, submitting UCs, etc.
- Poor drawal of funds by IFCD (for AIBP), PWD (for R&B) and RD (for BRGF) are areas of concern.
- The three Depts. – IFCD, PWD and RD&PR to improve fund utilisation.

B) SPA 2010-11

Fund provided	Rs.660.00 Cr
Amount drawn/ utilized	Rs.406.60 Cr (61.61 %)
Amount under MH-8449/8443	Rs.252.56 Cr (38.31 %)
Amount not sanctioned by PC	Rs. 0.84 Cr (for PAB)
UC & PR submitted	Rs. 224.03 Cr

- Only MDS has been able to adjust Rs. 6.0 Cr. from MH-8449 since last meeting.
 - ADs to expedite submission of pending UCs & PR to Planning Department.
 - ADs to take immediate action for withdrawal of fund from MH- 8443/8449 by converting AC bills to DCC bills and submission of UCs and PRs.

C) SPA 2011-12

Fund provided	Rs.444.44 Cr
Total Release	Rs. 180.72

- Issues under SPA 2011-12

Sl. No.	Issue	Decision Taken	Action
1.	State Capital Project	DPR + On each component of the project, separately, prepare comparative tables to bring out (i) differentials between original and revised cost and (ii) justification.	Latest release based on submission
2.	JNIMS	Submit DPR + Follow up with M/o H&FW, clarifications raised, and fund release.	Latest release based on submission
3.	C&M of Loktak Lake	(i) Consultant for evaluation, through transparent process (ii) ATR on recommendations of the two 3 rd Party Monitors.	Updates on SC meetings.

- Planning Dept. to start online monitoring for SPA projects.

D) NCA Cut: ATR of submission of audited expenditure:

- Departments that have not submitted their Audited Report are:

Defaulting Departments	
Incomplete Information/Data	Land Reforms
	Horticulture (Crop Husbandry)
Not Submitted	RD (MC) i/c PMGSY

E) 20 Point Programme

- Follow Up of M/o SPI 's Workshop on Web based MIS held on 10/10/2011, New Delhi
 - Weak monitoring & reporting by key implementing Depts./Agencies particularly by RD,TD, Power and MI.
 - Performance is poor in terms of both reporting and actual results.
 - Data inconsistency found in reports of most Depts.
 - SGSY, TPDS and SC assisted schemes have very poor performance.
- Strengthen monitoring & supervision at state and district levels for effective implementation.
 - Depts. to provide reasons for significant for low targets achievement.
 - Depts. must fixed accountability and responsibility for not achieving targeted milestones for schemes.

F) 12th Five Year Plan (2012-17)

Time Lines for preparation of Draft Annual Plan

- Depts. submit draft proposals by Nov-Dec. 2012
- Analysis and integration of inputs from all sources by Jan-Feb. 2012

- Draft Annual Plan to be ready by February, 2012.
- Draft to be submitted to PC by March 2012

Proposals from Departments to include:

- Vision / Approach of your Department(s)/ sector(s)
- Identification of Thrust/Priority areas for 12th Plan and AP 2012-13.
- Review of performance during 11th Plan period. & Identification of Gap
- Separate treatment of all earmarked programmes
- Special Schedule Cast Sub-Plan (SCSP), Tribal Sub-Plan (TSP), District Plan,
- SPA, EAP, Women Component, Voluntary Sector (if any)
- Reform programme undertaken; additional resource mobilisation

G) NPR Biometric status

- UID generated 36977 (as on 05-12-2011)
- Aadhaar number issued is 25032(1.36% of population), and BME completed for 25.71% of BME targeted population.
- No operator working in Senapati and only 4 operators working in TML.
- Plg. Dept. released Rs1.6 Cr @ Rs20 Lakhs per hill districts & Rs15 Lakhs per valley district in 27-29 Oct'11 for security arrangement of biometric enrolment;
- UC from DCs are awaited.
 - Commissioner, Home to do review on NPR Biometric.
 - Security issues may be address including vehicle hiring, TA/DA, procuring crowd management equipments, etc.
 - DCs to refund unutilized fund from the amount provided for BPL incentive by 16th Dec., 2011 and provide UCs for the funds utilised.

4. Finance Department: Shri H. Gyanprakash Singh

A) Conversion of AC to DCC bills

Total Amount of AC bills (2003-11)	: Rs. 2007.82 Cr
Adjustment done	: Rs 1359.12(67.69%)
Pending AC bills as on 02/11/11	: Rs. 648.7(32.30%)
Unadjusted AC bills for 2010-11	: Rs. 243.47 Cr
Bills adjusted in October 2011	: Rs. 9.58 Cr

- (i) Edn-S (ii) IT (iii) RD (iv) Industries (v) MAHUD (vi) Jails (vii) Arts & Culture (viii) MOBC (ix) District Adm. (x) Veterinary (xi) Labour (xii) Family Welfare and (xiii) Tourism Depts. show **NIL adjustment** during November.
- Edn-S, Health, Police, TD, Edn-U, RD, IT and Tourism Dept. should show improvements in adjustments rate.
 - ADs to follow up for clearance of pending bills at AG office.
 - FD must set datelines for unadjusted AC bills for 2003-07.
 - Nodal Officers of Edn-(S), Health & TD Depts. must contact AG's Office for adjustment of pending DCC Bills/reconciliation.
 - FD to put up data on AC to DCC conversion for depts. on the official website www.manipur.gov.in

B). Review of receipts under SOTR and SONTR.

Status of revenue collection is as follows:

	2009-10			2010-11			% growth during 2010-11 over 2009-10	2011-12		
	Target	Collection	Achievement	Target	Collection	Achievement		Target	Collection	% collection over target
SOTR	18227	19604	(+) 8%	28874	26705	(-)8%	(+) 36%	31784	9063	29%
SONTR	20982	23974	(+)14%	45663	25988	(-)43%	(+)8%	45972	5100	11%
Total	39209	43578	(+)11%	74537	52693	(-)29%	(+)21%	77756	14163	18%

- Power Department collected Rs. 2095 lakhs (8%) up to September out of targeted Rs. 25000 Lakhs.
- No report from Forest, MI, Medical, Family Welfare, Police and Water Supply.
- Collection for Drinking Water Charges abysmally poor.
- Collection by MI below par.
- Transport Dept. to achieve target.
- F.D. to rationalised target for some Depts.
 - ADs to review revenue collection during 2011-12. They need to improve collections under SOTR & SONTR.
 - Commissioner (Taxes) recommends action by concerned ADs for firming up collections.
 - Principal Secretary (Forest) to ensure the Dept. furnishes monthly report on revenue collection to F.D. without fail.
 - Law Dept. to provide clarification/comment to the reference from His Excellency, the Governor of Manipur in Indian Stamp (Manipur Second Amendment) Bill, 2011.
 - Law Dept. to move Gauhati High Court to vacate the stay order in the case related to re-employment of Excise Dept. to Relief & Disaster Management.

C. Status of updating of Accounts & Audit of State PSUs

- **Secretary, Ministry of Corporate Affairs has informed that:**
 - (i) PSUs which have not filed accounts for several years may prepare latest two years' accounts with the rider that accounts of all previous years should also be prepared and filed within next five years.
 - (ii) The Statutory Auditors have to compulsorily give their qualifying remarks in their reports to the Members.
- Letter has been issued to all concerned MDs and ADs of State PSUs by FD on 23.11.2011.

STATUS OF AUDIT FOR PSUs

Name of PSU	Internal Audit (IA)	Stat. Audit (SA)	Accounts prepared upto (as per AG)	Action Plan adhered	Revised Action Plan submitted
Manipur Tribal Dev Corporation	1992-93	1990-91	1982-83	Yes	SA for 1988-89 & 1990- 91 completed in Nov 2011.SA for 1991-92 is on.

Manipur Police Housing Corporation	2001-02	1996-97	1996-97	Yes	IA 2001-02 completed in Nov 11 as per Action Plan. IA up to 2010-11 by May 2013 as per Action Plan.
Manipur Handloom Handicrafts Dev Corporation	2009-10	2000-01	1987-88	Yes	SA 2000-01 completed in Nov 2011. SA 2001-02 is on.
Manipur Film Dev Corporation.	2007-08	1995-96.	1992-93	-	Yes. IA for 2008-09 to 2010-11 expected to be completed by Dec 2011.
MANIDCO	2010-11	2005-07	1990-91	Yes	Yes. IA 2010-11 completed in Nov 2011. SA 2006-07 to 2009-10 to be completed by Dec, 2011.
MANITRON	2009-10	2004-05	1996-97	Yes.	IA reports for 2005-10 approved by BOD on 3.8.2011. AG comments for 1997-98 received on 18.8.11. IA 2010-11 by Nov 2011.
Manipur Food Industries Corporation	2009-10	2009-10	1999-00	No.	Yes. IA 2010-11 is pending. SA 2007-10 completed in Aug 2011.

- IA for MPCC by December, 2011
- Board of Directors constituted for Agro-Industries
 - ADs to follow-up action for early completion of Statutory Audit by AG.
 - MDs to adhere to submitted revised Action Plan for early completion of IA & SA.
 - FD to monitor, report non-performers and set targets.

5. The next monthly meeting on 05-01-2012 at 10 AM in the Conference Hall, Old Secretariat.

Encl: Annexure – I

(D.S. Poonia)
Chief Secretary, Manipur
Imphal, 14-12-2011.

No.1/CS/PERS/2011

Copy to:-

1. All Pr. Secretaries/Commissioners/ Secretaries
2. All DCs
3. All HODs
4. All EDs, DRDAs
5. MDs of all PSUs
6. SS (IT)/(Plg.)/ (YAS)/(Home)
7. Director (Plg)
8. JD/Plg(I/K) & SRO/ RKR
9. PD/LDA

Copy for information to:

Secretary to Hon'ble Chief Minister, Manipur.

(Ng. Roben Singh)
Staff Officer to Chief Secretary

**List of Adm. Secys, Spl. Secys, DCs and Others present in the XXXth Monthly Meeting
chaired by Chief Secretary, Govt. of Manipur on 09-12-2011 at 10:00 a.m.**

Principal Secretaries.

Sl.No.	Name	Present
1.	Ameising Luikham	p
2.	L.P. Gonmei	
3.	O. Nabakishore Singh	p
4.	W.L. Hangshing	p
5.	R. Muivah	p
6.	L. Ibomcha Singh	
7.	Dr. Suhel Akhtar	p
8.	Dr. J. Suresh Babu	p

Commissioners

9.	Binod Kispotta	p
10.	Lekhogin Haokip	p
11.	L. Lakher	
12.	J.C. Ramthanga	
13.	K. Moses Chalai	
14.	H. Imocha Singh	
15.	Dr.R.K. Nimai Singh	p
16.	P. Vaiphei	p
17.	Y. Jugindro Singh	p
18.	Rakesh Ranjan	p
19.	K.K. Chhetry	p
20.	S. Sunderlal Singh	p
21.	Dr. Sajjad Hassan	p
22.	T. Sitlhou	p

Secretaries

23	Sumant Singh	p
24.	R.K. Sukumar Singh	p
25.	Y. Rameshchandra Singh	p

Spl. Secretaries

26.	H. Deleep Singh	p
27.	A.K. Sinha	p
28.	Dr. S. Birendra Singh	p

DCs

29.	R.K. Dinesh Singh,	I.E	p
30.	K. Radhakumar Singh,	Thoubal	p
31.	M. Lakshmikummar Singh,	Bpr	p
32.	Th. Chittaranjan Singh,	Chandel	p
33.	N. Ashok Kumar,	I W	p
34.	Jacintha Lazarus,	CC pur	
35.	P.K. Jha,	Senapati	p
36.	R. Sudhan,	Ukhrul	p
37.	C. Arthur,	Tamenglong	p

DRDAs

38.	Imphal West		p
39.	Imphal East		
40.	Thoubal		p
41.	Bishnupur		p
42.	Ukhrul		
43.	Tamenglong		p
44.	Chandel		P
45.	Senapati		P
46.	Churachandpur		P

PLANNING DEPTT.

47.	Dir (Planning)		P
48.	Jt. Dir (Plg/K)		
49.	Jt. Dir (Plg/I)		P
50.	PD/MSDS		P