

DRAFT

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Joint Secretary

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Dear

In order to review and monitor MIS operationalization and progress of ICT pilot projects in five States (Andhra Pradesh, Bihar, Orissa, Kerala and Uttar Pradesh) a meeting was held on 8th May, 09 at Unnati Hall, Krishi Bhavan, New Delhi.

In this regard the minutes of the meeting are enclosed with the letter. It can also be downloaded from the NREGA website (<http://nrega.nic.in>) under the link "circulars – MIS/ MPR & ICT".

Yours sincerely,

S/d-

(Amita Sharma)

Enclosure: Minutes of meeting.

To
Principal Secretary /Secretary
All States and UTs

Minutes of the proceedings of the meeting held on 08.05.09 at 11:00 AM in Unnati Hall (ground floor), Krishi Bhavan, New Delhi on review and monitoring of full MIS operationalization and progress of ICT Pilot Project.

Participants:

- 1) Joint Secretary (NREGA), Department of Rural Development, GOI
- 2) Technical Director, NIC.
- 3) MIS Officer, Technical Secretariat, MoRD.
- 4) State official and representatives of States and UTs.
- 5) State NIC officials coordinating the implementation of NREGASoft.

The meeting to fully operationalize MIS, penetrate the ICT infrastructure upto Gram Panchayat level and review the progress of ICT pilot project with the State Nodal Officers for MIS was held under the chairmanship of *Joint Secretary, (NREGA)* in Unnati Hall (ground floor), Krishi Bhavan, New Delhi.

JS (NREGA) discussed the ICT infrastructure and progress of ICT Pilot projects and flagged following issues:

- 1) **ICT Infrastructure at Block and GP Level:** State should do a need assessment of ICT required at GP level and plan for GP level computerization in time bound manner.
 - a. Computer at Block and GP level through use of 6% Admin Expenditure.
 - b. ICT infrastructure gaps to be filled through use of onetime expenses over and above 6% administrative expense. (REFER: enhancement of management cost dated 30-Mar-07).
- 2) **Complete e-Governance:** State government of Gujarat was requested to start reporting from the GP level to test and make NREGA MIS a real transaction based system. In this regard a pilot location (Gram Panchayat) may first be tested.
- 3) **ICT Pilot Projects:**
 - a. States to work on providing user friendly interface for the NREGA workers to register demand and access information.
 - b. States to clearly outline the control of the system used to ensure transparency.

- c. All Pilot States to immediately test the system with the data already available in the NREGA MIS (NREGASoft).
- d. The Pilot projects in all States must be completed by **June, 09**.
- e. All States and UTs were also requested to initiate a pilot project in one or two locations to use.
- f. States like Orissa, UP and Kerala have shown very little progress.

4) State Nodal Officer:

- a. State Nodal Officer incharge of full MIS operationalization should be domain expert which may be regular or on contractual basis.
- b. He should hold regular review meetings with the District Nodal Officers to expedite MIS operationalization in a time bound manner.

A detail presentation was given by *Technical Director (NIC)*, illustrating how to achieve full MIS operationalization and to monitor the project implementation through MIS reports, Popups and alerts. Following points were flagged for the States Nodal officer:

- 1) Master data of Blocks, GPs and Villages to be freezed and be submitted by the States latest by 30th May, 09.
- 2) Data sent and upload status to be monitored by the State Nodal officers regularly.
- 3) Processes not yet fully implemented
 - i. Registration Module
 - 1. Family Photograph- not fully implemented
 - 2. BPL identification- not fully implemented
 - 3. Bank/post office Account numbers- not fully implemented
 - ii. Fund transfer Module
 - 1. Transferring fund from P.O to the executing agencies
 - iii. works Module
 - 1. Completion of work
 - iv. Staffing Module
 - 1. Staffing position at panchayat level - not fully implemented
 - v. Cost estimation Module-not in much use.

- vi. Grievance redressal Module-only individual are lodging complaints are authorities are redressing them but authorities are not uploading the grievances which they get directly on paper.

A detailed presentation was also given by MIS Officer, Technical Secretariat highlighting following issues:

- 1) **Password protection removed:** States and UTs were informed that all passwords from MIS have been removed for full transparency and accountability. State must fully operationalize MIS so that true picture of the programme implementation is reflected.
- 2) **What is Full MIS operationalization:** MIS of a State may be said to be fully operational when monthly progress reports of State for any financial year can be taken from the online NREGAssoft MIS on the website <http://nrega.nic.in> instead of the online MPRs or physical MPRs. State should also declare itself fully functional on all modules of NREGA MIS and that its MPRs can be generated through MIS.
- 3) **Labour Budget:** States/UTs were asked to update the entry in the online LB module as per the discussions held in the Empowered Committee meeting. It was also informed that this will be used as a monitoring tool for their performance.
- 4) **States for MIS reporting:** States like Jharkhand have said in the meeting that out 24 districts 16 will move to MIS. Similarly, Madhya Pradesh Pahse-II and III districts are ready to move to MIS. Following **14** States were requested to submit the list of Districts which are ready to move to MIS immediately.

Jharkhand	Chhatisgarh
Madhya Pradesh	Maharashtra
Rajasthan	Nagaland
Keral	Haryana
Tripura	Himachal Pradesh
West Bengal	Assam
Mizoram	Uttar Pradesh

States like Punjab has also committed to achieve full MIS operationalization in two months time. Following States were given 2 months time for the same.

- Gujarat, Meghalaya, Bihar and Uttarakhand

- 5) **ICT Penetration upto GP Level:** As per the latest status of ICT infrastructure at Block level 84% of Block offices have computers and 60% have internet connectivity. Taking these forward States/UTs were requested to do a reality check and take steps to strengthen the ICT infrastructure at GP level accordingly.
- 6) **BPL status, Photo on job cards, Bank and post office account details** of the individual (Existing/New) and their insurance details need to update in MIS.
- 7) **Contact detail** information of following States still to be received:

Uttar Pradesh	Arunachal Pradesh
Assam	Chandigarh
Bihar	Dadra & Nagar Haveli
Manipur	Daman & Diu
Punjab	Jammu and Kashmir
Meghalaya	Lakshadweep
Andaman and Nicobar	Pondicherry

INSTRUCTIONS FOR THE ICT PILOT STATES

❖ Smart card/RFID card/swappable card

1. Issuance of card (Smart card/RFID card/swappable card) to the worker from the data of registered persons available on the NREGA portal in the pilot location.
 - a. Take one Panchayat at a time.
2. System will capture the finger prints of worker
 - a. Take one Panchayat at a time.
3. TIME LINE FOR 1 & 2: 30 May, 09 for one Panchayat.

❖ Demand for work

1. *Registering demand for work*
 - a. Worker can register demand at Panchayat office / handheld device with Panchayat official by swapping card and biometric authentication or only through biometric authentication.
 - b. Worker can register his demand with any IT Kiosk or from any place other than gram Panchayat by swapping the card and selecting his name/photo by using online system NREGASoft and immediately the information on demand will be available in main system nrega.nic.in.
2. System will record automatically a demand for 15 days starting from the day of registering demand. A dated acknowledgement will be generated at that time and will be handed over to the worker.
3. The information on demand from IT kiosk can go on printed paper to Gram Panchayat or by synchronizing the handheld device/ computer at Panchayat with the main system nrega.nic.in.
4. TIME LINE FOR 1, 2 & 3: (10 days) i.e. 15 June, 2009 for one Panchayat.

❖ Works

1. All work code with work name of ongoing work for that Panchayat can be uploaded in to the device used for capturing attendance in the fields from main system.

❖ **Attendance on Muster rolls**

1. The device will have finger prints of workers of that Panchayat.
2. Worker will mark attendance through biometric authentication system.
3. The location of attendance will get captured through the GPS device attached.
5. The device will synchronize with main system in the evening through GPRS.

❖ **Important Issues:**

- States to work on providing user friendly interface for the NREGA workers to register demand and access information.
- States to clearly outline the control of the system envisaged (like Handheld Devices) to ensure transparency.

❖ **PROJECT COMPLETION DATE: 30 JUNE, 09**

ICT INFRASTRUCTURE AT GP LEVEL

ICT INFRASTRUCTURE AT GRAM PANCHAYAT LEVEL					
STATE	GPs	computer	%age of computer at GP	No of GPs with Internet connectivity	%age of connectivity at GP
KERALA	999	999	100.00	954	95.50
KARNATAKA	5628	5628	100.00	2814	50.00
GOA	189	189	100.00	no	no
TAMIL NADU	12618	12618	100.00	2524	20.00
SIKKIM	163	163	100.00	41	25.00
WEST BENGAL	3350	3000	89.55	1340	40.00
GUJARAT	13600	11000	80.88	12240	90.00
HIMACHAL PRADESH	3243	1100	33.92	2757	85.00
ANDHRA PRADESH	21000	7000	33.33	dial up in all	dial up in all
TRIPURA	1040	250	24.04	no	no
RAJASTHAN	9184	1100	11.98	1100 but not good	1101 but not good
ORISSA	6234	145	2.33	no	no
UTTAR PRADESH	53000		0.00	no	no
BIHAR	8463		0.00	no	no
JHARKHAND	4562		0.00	no	no
HARYANA	6242		0.00	no	no
MADHYA PRADESH	23068		0.00	no	no
NAGALAND	1110		0.00	no	no
CHHATTISGARH	9820		0.00	no	no
MIZORAM	700		0.00	no	no
UTTRANCHAL	7541		0.00	no	no
ASSAM	2202		0.00	no	no
PUNJAB	12857		0.00	no	no
MAHARASHTRA	NR	NR	NR	NR	NR
PONDICHERRY	NR	NR	NR	NR	NR
DADRA & NAGAR HAVELI	NR	NR	NR	NR	NR
CHANDIGARH	NR	NR	NR	NR	NR
DAMAN & DIU	NR	NR	NR	NR	NR
ANDAMAN AND NICOBAR	NR	NR	NR	NR	NR
MEGHALAYA	NR	NR	NR	NR	NR
JAMMU AND KASHMIR	NR	NR	NR	NR	NR
MANIPUR	NR	NR	NR	NR	NR
LAKSHADWEEP	NR	NR	NR	NR	NR
ARUNACHAL PRADESH	NR	NR	NR	NR	NR

Source: State Nodal Officer

Note: States are requested to update this information and send it to Ministry.