

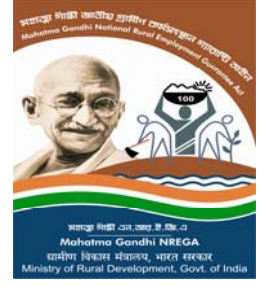


सत्यमेव जयते

GOVT. OF WEST BENGAL
OFFICE OF THE D.P.C.(MGNREGS)
&
DISTRICT MAGISTRATE, JALPAIGURI
(MGNREGS CELL AT ROOM NO- 05, 2nd FLOOR
COLLECTORATE BUILDING, JALPAIGURI)

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Memo No. 1390(24) /MGNREGS

Date: - 24-10-2013

- To: 1. The PO & BDO
Sadar / Maynaguri / Dhupguri / Rajganj / Mal / Matiali / Nagrakata / Falakata /
Alipurduar I / Alipurduar II / Kalchini / Kumargram / Madarihat Birpara Block.
2. The (All Line Department)

Sub: - Set of instructions on Supervisor in implementation of Mahatma Gandhi NREGA.

Ref: - No. 301(20)/Comm.-P&RD/P/NREGA/18E-01/06 (Part I) dated 08-10-2013 of the Commissioner, MGNREGS, Govt. of WB.

In modification to all existing orders and circulars relating to Supervisors, I have been directed to enclose the memo in reference on the captioned subject which is self explanatory.

This is for your kind information & necessary compliance.

Encl: As stated.

District Nodal Officer
MGNREGS - WB
Jalpaiguri

Date: - 24-10-2013

Memo No. 1390(24)/1(4) /MGNREGS

Copy forwarded alongwith enclosure for kind information to:

1. The SDPC & SDO, Sadar / Mal / Alipurduar Sub - Division.
2. The DPRDO, Jalpaiguri.

District Nodal Officer
MGNREGS - WB
Jalpaiguri

Government of West Bengal
Panchayats & Rural Development Department
Joint Administrative Building
Block: HC, Plot No. 7, Sector-III
Salt Lake City
Kolkata- 700 106

Memo No: 301(20)/ Comm.-P&RD/P/NREGA/18E-01/06 (Part-I)

Dated: 08.10.2013

From: Dibyendu Sarkar
Commissioner, MGNREGS
&
Special Secretary
to the Government of West Bengal

To: District Magistrate & District Programme Coordinator (All Districts)
Principal Secretary, GTA
Additional Executive Officer, Siliguri Mahakuma Parishad

Sub.: Set of instructions on Supervisor in implementation of Mahatma Gandhi NREGA

Madam / Sir,

In modification to all existing orders and circulars relating to engagement of Supervisors, the following set of guidelines are hereby issued. The guidelines are to be strictly followed by all implementing agencies of Mahatma Gandhi NREGA:

1. Supervisors are to be engaged in different schemes in the following manner:
 - a) For construction of Individual Household Latrines (IHHLs) in convergence with the Nirmal Bharat Abhiyan (NBA), one Supervisory person-day is to be charged against six IHHL. Where Sanitary Marts are to be engaged for supply of materials and masonry support, the cost of supervision would be reimbursed to the Sanitary Marts concerned after obtaining the certificate of completion of the IHHLs under their charge (six per one semi-skilled worker). However where the task of construction is not assigned to any Sanitary Mart, a locally engaged Supervisor may be paid at the same scale. Such Supervisor should ordinarily be taken from a Grade-I passed SHG operating from the area.
 - b) In case of household-based schemes in the IBS sectors belonging to category-IV as stipulated in the Act and the guidelines, the task of supervision should be assigned to Grade-I passed SHGs only. In all such cases one Supervisory person-day at the rate of wage payable to a semi-skilled worker should be reimbursed to the SHG accounts itself and not in the name of any individual Supervisor. In this case too payment would be made only after obtaining the certificate of successful completion of the project. The scale would be at the rate of one Supervisory person-day per thirty un-skilled person-days.

- c) In works implemented by PIAs other than the Gram Panchayats and the Panchayat Samitis, the Supervisors shall be engaged by the concerned PIAs themselves. In this case the scale would be thirty un-skilled person-days for engagement of a single Supervisor for a day. However, one Supervisor against each specific work implemented by the Line Departments should be given the task of maintaining liaison with the Programme Officer and the Gram Panchayats for obtaining work demand and electronic Muster Rolls.
 - d) In all other schemes, especially the community schemes implemented by the Gram Panchayat and the Panchayat Samitis, one Supervisor would be engaged for every twenty-five unskilled workers working on each day. Depending upon the number of workers working on a field on a day the average may go up till forty. Once forty is crossed, services of the second Supervisor may be utilized. No supervisory cost should be paid for unskilled workers less than 25.
2. In engaging Supervisors the existing people/SHGs who have over the time developed skill in supervision should normally be not disturbed. Whenever new Supervisors are to be engaged for implementation of community schemes or schemes by different Line Departments, preference should be given to the Self Help Groups having passed Grade-I. In case of schemes implemented by the Department of Forest, the task of supervision should be entrusted to the Forest Protection Committees only.
 3. Against a day's work a Supervisor shall be paid wages equivalent to the wage of a semi-skilled worker only. To elaborate, single Supervisor shall work and get wage for a day against un-skilled workers in the range of 25 to 40. If un-skilled worker engaged in a work on a day goes beyond 40, two separate Supervisors should be engaged for the day that will be paid wages equivalent to one semi-skilled worker each.
 4. Following will be the task of the Supervisors:
 - a) Obtaining the layout of the work from the Nirman Sahayak / Gram Rojgar Sewak
 - b) Assigning specific work to groups of wage seekers indicating the quantity of work that the group will have to accomplish to get a day's wage for each of the group members
 - c) Obtaining attendance from the wage seeker by using the electronic Musters or Hand-held Devices as the case may be
 - d) The Supervisors shall ensure arrangements for worksite facilities like shed, drinking water, first aid box and crèche for children when five or more women workers with children will attend work. However, wages for the water carrier and the crèche attendant and the cost of shed and the first aid box would be arranged separately by the PIA/GP/PO
 - e) Supervisor shall be responsible for management of workers on the field
 - f) The Supervisor shall support the GRS and the Nirman Shayak in making measurement of work in the field

- g) The Supervisor shall also update entries in the Job Cards of the wage seekers after wages are credited into their accounts. No additional payment should be made for such activities.

Since, a numbers of SHGs would be entrusted with the works of the MGNREGA in the field, especially in the IBS sector for category-IV job seekers; the Blocks should organize orientation programmes for selected SHGs from time to time. In case any new individual Supervisor is to be appointed, not less than 50% of such Supervisors must be women.

This set of guide-lines modifies all existing orders and circulars regarding engagement of Supervisors.

Yours sincerely,


(Dibyendu Sarkar)

8.10.2013

Memo No: 301(20)/1(5)-P&RD/P/NREGA/18E-01/06 (Part-I)

Dated: 08.10.2013

Copy forwarded for favour of information and necessary action to:

1. Chief Conservator of Forests, Aranya Bhawan, Salt Lake City
2. Shri Pannalal mahapatra, Joint Secretary in charge of NBA, P&RD Department
3. District Nodal Officers, (All Districts)
4. Private Secretary to the Minister-in-Charge, P&RD Department
5. Senior PS to the Principal Secretary, P&RD Department


(Dibyendu Sarkar)

8.10.2013