

**Office of the
Additional Deputy Commissioner(Development),
Hoshiarpur**

Introduction :-

The Additional Deputy Commissioner(Development), Hoshiarpur is the Head of District Rural Development Agency, Hoshiarpur. The office is situated in Zila Parishad Complex, Opposite Head Post Office, Hoshiarpur

The office telephone, fax and e-mail addresses are as under :-

Sh. Jasbir Singh, PCS, ADC(D)	
Office phone no.	01882-220307
FAX	01882-246089
e-mail	adc-d.hsr.drdp@punjab.gov.in , adcdevhsp@gmail.com

Main functions of ADC(D) :-

- 1) To implement Mahatma Gandhi National Rural Employment Guarantee Scheme (MG-NREGS) and Integrated Watershed Management Programme(IWMP).
- 2) ADC(Dev) is ex-officio Chief Executive Officer, Zila Parishad to implement IAY & BRGF schemes and to look after other activities of Zila Parishad. All the Administrative control of Zila Parishad is with C.E.P., Z.P., Hoshiarpur
- 3) To supervise and implement MPLADS in district Hoshiarpur.
- 4) Chairman of the Committee for implementation of schemes of Scheduled Caste Land Dev. & Finance Corp., Hoshiarpur & BACKFINCO, Hoshiarpur
- 5) Additional Director, District Employment Generation and Training, Hoshiarpur
- 6) Chairman, Standing Committee on banks, Hoshiarpur
- 7) Joint Director, Institutional finance & Banking, Hoshiarpur
- 8) Additional District Electoral Officer for conducting Gram Panchayat, Zila Parishad, Panchayat Samities and Municipal elections.

- 9) Electoral Registration Officer and Assistant Returning Officer, 44-Chabbewal Assembly Segment of 5-Hoshiarpur Parliamentary Constituency
- 10) District Project Coordinator, Zila Sakharta Samiti, Hoshiarpur
- 11) To look after various administrative duties as ordered by Deputy Commissioner and other higher authorities from time to time.
- 12) To conduct various preliminary and departmental enquiries as received from Government.
- 13) Collector U/S 11 of Punjab Village Common Land & Regulation Act
- 14) Chairman, Dairy Development Core Committee, Hoshiarpur

1) MG-NREGS (Mahatma Gandhi National Rural Employment Guarantee Scheme) :-

The Mahatma Gandhi National Rural Employment Guarantee Act, 2005 (MG-NREGA) guarantees 100 days of employment in a financial year to any rural household whose adult members are willing to do unskilled manual work. It is a “Rural People’s Act” as it was prepared through a wide range of consultation with People’s organizations. It addresses itself chiefly to working people and their fundamental right to life with dignity. This Act empowers ordinary people to play an active role in the implementation of Employment Guarantee Schemes through Gram Sabhas, Social audits, Participatory planning and other means. It is the beginning of security net for those sections of the society which are the weakest and most vulnerable sections.

Salient features of MG-NREGA :-

- A rural household can demand atleast 100 days of wage employment in a financial year
- Household has to get registered with the gram panchayat and all the names of adult members can be registered.
- Job card will be issued to the household by gram panchayat.
- Work has to be given within 15 days for as many days as demanded. Gram Panchayat will allot employment.
- In case employment is not provided within 15 days, a daily unemployment allowance has to be paid to the applicant @ ¼ of the minimum wages for the first 30 days and @ ½ of the minimum wages for the subsequent days.
- Minimum wage rates for agriculture workers would be applicable. At present wages are given @ Rs.200/- per day w.e.f. 1.4.2014
- 60 : 40 wage and material ratio is to be maintained

Works permissible under MG-NREGA

- (I) Water conservation and water harvesting.
- (II) Drought proofing, including Afforestation and tree plantation.
- (III) Irrigation canals, including micro and minor irrigation works.
- (IV) Provision of irrigation facility to land owned by SCs / STs or Beneficiaries of Indira Awaas Yojana.
- (V) Renovation of traditional water bodies.
- (VI) Desilting of tanks.
- (VII) Land Development.
- (VIII) Flood control and protection works including drainage in water logged area.
- (IX) Rural connectivity to all weather access.
- (X) Any other work which may be notified by the Central Govt. in consultation with State Govt.

In addition to above, the Government of India have approved various new projects under MG-NREGS and the departments like Education, Agriculture, Fisheries, Irrigation, Water Supply, Anganwari centres etc. have been included.

New Concept of online transactions under MG-NREGS :-

Under MG-NREGS, new concept of online uploading of funds to the implementation agencies has been adopted w.e.f. the year 20013-14. Electronic Funds Management System has been fully implemented in the district.

The main features of new system of e-FMS are as under :-

Steps for e-FMS :

a) Verification of accounts of workers :

- a. Data Entry agencies of NREGASoft are entering account details of each worker demanding for work under MGNREGA.
- b. These entered details can be downloaded from link " Download Panchayat Wise MGNREGA Bank Account Detail for verification" available at state DBA, Programme officer, Gram panchayat.
- c. Take hard copy and correct/collect the information for account_no, IFSC code, Name as per bank, Business correspondence(if any) details etc.

b) Updation of Worker Account:

Update worker account through the link "Update Applicant's Bank details as per downloaded format" available at Programme officer and gram panchayat data entry page. The records shown in this form will exactly follow the sequence of the downloaded report

c) Freeze Worker Account :

Programme officer, DPC or State DBA Login has been provide with the option "freeze workers account" in their data entry page to freeze the accounts. This exercise with add a hash to the record and then no one can change anything in that record. only freezed accounts can participate in eFMS

d) Generate the Wage list:

- a. Enter muster roll in Nregasoft
- b. Muster roll without payment date can participate in generation of wage list
- c. Generate the wage list
- d. Separate Wage list will be generated for
 - i. One for each bank branch
 - ii. One for each sub post office

e) Generation of FTO By Accountant:

- a. Login from "Generation of FTO By Accountant" login available under "district/block administrator" button on <http://mgnrega.nic.in> . after successful login system will check automatically for the digital signature enrollment. if digital signatures are enrolled earlier it will proceed to data entry page otherwise you have to enroll it by the process mentioned below
- b. Enrollment of Digital Signatures
 - i. System will check java JRE on your machine. If it is not there it will show link "download java JRE and install". Download and install java JRE on your machine.
 - ii. To enroll new DSC on Your Machine Connect the digital signature USB token to the USB port of your machine.
 - iii. System will show all available DSC no your Machine Including the One in USB token if USB token is connected to your Machine.
 - iv. Select the DSC to be used for NREGA eFMS
 - v. System will check for expiry date of DSC. If expired you have to get it renewed from issuing authority(NIC)
 - vi. If DSC if valid it will prompt for PIN Number. Enter PIN number. If PIN number is correct you are enrolled in NREGASoft.
- c. System will check for availability of Account to be debited for this signatory. if account information is not there state DBA has to enter the Details of Account to debited for this signatory through eFMS. eFMS will not work unless this information is entered by state DBA
- d. View and select the wage list records to be included in FTO and generate the FTO (Fund Transfer Order)..
- e. Add digital signature to the generated FTO.
- f. signed FTO by accountant(Fist Signatory) will be available to PO/BDO(second Signatory) through the link " approve and send FTO to bank by PO/BDO"

f) Approve and send FTO to bank by PO/BDO:

- a. Login from" Approve and send FTO to bank by PO/BDO" login available under "district/block administrator" button on <http://mgnrega.nic.in> . after successful login system will check automatically for the digital signature certificate(DSC) enrollment. if digital signatures are enrolled earlier it will proceed to data entry page otherwise you have to enroll it

by the process mentioned above.

b. FTO signed by Accountant and not yet signed by the PO/BDO will be available.

c. Approve the FTO. PO/BDO can approve the Complete FTO or will reject the Complete FTO with reason.

d. FTO will be digitally signed and sent to the SFTP server as soon as PO/BDO will press the approve button. Detailed Process :

1) Updation of Worker Account:

For e-FMS worker Bank account should be updated with the following details

a) Bank Name

b) Bank Code

c) Branch Name

d) Branch Code

e) IFSC Code

f) Worker name as per Bank

To update the account detail follow the below steps:

i) Download the Panchayat wise account information

The account detail can be downloaded from site nrega.nic.in from location

nrega.nic.in -> click on you state (like Karnataka) -> click on district (like Bangalore

Rural) -> click on Block (like Nalmangla)->

Contact persons under MG-NREGS in office of ADC(Dev). Hoshiarpur

Office land line telephone

01882-242437

- 1 Sh. Mandeep Gautam, District Coordinator
- 2 Sh. Puneet Joshi, Manager, IT
- 3 Sh. Balwinder Kumar, Computer Assistant

Year 2013-14 :-

Item	(Amt. in lakhs)
Financial Target for the year 2013-14	750.00
Opening balance as on 1.4.2013	34.48
Funds available	904.06
Misc receipt	11.14
Expenditure as on 31.3.2014	941.67
Balance as on 1.4.2014	8.01
Total No. of works taken up	932 works
Works completed	625 works
Man Days generated	5.51 lakhs
Beneficiaries	35302
Total job cards issued	76574

Year 2014-15 (as on

Item	(Amt. in lakhs)
Financial Target for the year 2014-15	951.07
Funds available as on 11.8.2014	992.68
Expenditure as on 11.8.2014	973.27
Man Days generated	2.56 lakhs
Beneficiaries	16082
Total job cards issued as on 10.7.2014	78599

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Backward Region Grant Fund (BRGF)

Backward Regions Grant Fund Programme (BRGF) was launched by GOI in the year 2006. The programme is designed to redress the regional imbalances in development. Funds are available for supplementing and converging existing developmental inflows into identified districts. Panchayati Raj Institutions at all levels and Municipalities are the institutions for planning and implementation of the programme, through the participative preparation of district plans from the bottom upwards. The structural & institutional deficiencies in backward districts result in lack of absorptive capacity and hence lack of desired outcomes. Hence, BRGF focuses on implementation of the process of participative planning. Centrally sponsored schemes have specific sectoral objectives and targets.

Backward Regions Grant Fund can be used to supplement them through a comprehensive macro approach cutting across sectors and meeting inter sectoral requirements. Creation of capacity for effective planning at district and lower level was seen as a key-pre-requisite to participative planning. Hence there is a specific component in the BRGF programme for the capacity building of Panchayati Raj Institutions. The programme is proposed to be planned, implemented and managed by the Panchayats, Municipalities and District Planning Committees constituted.

The Capacity Building component consists of training of elected PRIs as well as building the necessary institutions to support them in fulfilling their constitutional mandate. Developmental component of the grant is substantially untied and can be used to fill the critical gaps vital for development by the Panchayats and Urban local bodies.

In Punjab State, **Hoshiarpur district is the only district for implementation of Backward Regions Grant Funds w.e.f. the year 2009-10.**

Year : 2014-15 :-

Since the District Planning Committee of Hoshiarpur district has not been constituted due to non-conducting of Local Bodies elections in the district, the approval of the Annual Action Plan for the year 2014-15 could not be obtained from the DPC. However, the State Government has already appointed Shri Jawahar Lal Khurana as its Chairman of DPC, Hoshiarpur

The Annual Action Plan for the year 2014-15 was prepared on the basis of demands received from the Gram Sabhas, Local Bodies, Samities etc. and as per the latest guidelines of BRGF scheme. This Annual Action Plan has already been uploaded at the website of the Ministry through CRRID, Chandigarh.

Keeping in view of the directions of GOI, Ministry of Panchayati Raj, New Delhi, the High Power Committee meeting was held on 25.6.2014 under the Chairmanship of worthy Chief Secretary to Govt. Punjab and the Annual Action Plan under BRGF for Rs.18.62 crore for the year 2014-15 was approved by the HPC.

Office of BRGF and its contact persons :-

The office of BRGF is situated in Zila Parishad complex in the office of Additional Deputy Commissioner(Development), Opposite Head Post Office, Hoshiarpur.

Sh. Jasbir Singh, PCS is the Chief Executive Officer, Zila Parishad, Hoshiarpur

Office land line telephone No.

01882-240095

E-mail Id of BRGF

brgfzphsp@gmail.com

Sh. Bhushan Kumar Sharma, Senior Assistant

Integrated Watershed Management Programme (IWMP)

Integrated Watershed Management Programme (IWMP) is a modified programme of erstwhile Drought Prone Areas Programme (DPAP), Desert Development Programme (DDP) and Integrated Wastelands Development Programme (IWDP) of the Department of Land Resources. This consolidation is for optimum use of resources, sustainable outcomes and integrated planning. The scheme was launched during 2009-10. The programme is being implemented as per Common Guidelines for Watershed Development Projects 2008. The main objectives of the IWMP are to restore the ecological balance by harnessing, conserving and developing degraded natural resources such as soil, vegetative cover and water. The outcomes are prevention of soil erosion, regeneration of natural vegetation, rain water harvesting and recharging of the ground water table. This enables multi-cropping and the introduction of diverse agro-based activities, which help to provide sustainable livelihoods to the people residing in the watershed area.

The salient features of IWMP are as below:-

- (i) Setting up of Dedicated Institutions with multi-disciplinary experts at State level - State Level Nodal Agency (SLNA), District level - Watershed Cell cum Data Centre (WCDC), Project level - Project Implementing Agency (PIA) and Village level - Watershed Committee (WC).
- (ii) Cluster Approach in selection and preparation of projects: Average size of project - about 5,000 ha.
- (iii) Enhanced Cost Norms from Rs. 6000 per ha. to Rs.12,000/ha. in plains; Rs.15,000/ ha in difficult/hilly areas
- (iv) Uniform Funding pattern of 90:10 between Centre & States
- (v) Release of central assistance in three installments (20%, 50% & 30%) instead of five installments.
- (vi) Flexibility in the project period i.e. 4 to 7 years
- (vii) Scientific planning of the projects by using IT, remote sensing techniques, GIS facilities for planning and monitoring & evaluation
- (viii) Earmarking of project funds for DPR preparation (1%), Entry point activities (4%), Capacity building (5%), Monitoring (1%) and Evaluation (1%).
- (ix) Introduction of new livelihood component with earmarking of project fund under Watershed Projects i.e. 9% of project fund for livelihoods for assetless people and 10% for production system & micro-enterprises
- (x) Delegation of power of sanction of projects to States.

In Hoshiarpur district, the following projects are being implemented through the Divisional Soil Conservation Officer, Hoshiarpur :- (as on 31.7.2014)

Name of Project /Batch No.	Total funds	Total expenditure	Targeted area (Ha.)	Area covered (Ha)
Batch -1				
Hsp- 1	21380162	6006840	1782	501
Hsp-2	17088101	4812728	1424	401
Hsp-3	13607897	8045539	1134	670
Sub Total	52076160	18865107	4340	1572
Batch -2				
Hsp-4	10010606	2943876	834	245
Hsp-5	10658765	2725309	888	227
Hso-6	6590801	1469192	549	122
Sub Total	27260172	7138377	2272	595
Batch -3				
Hsp-7	5270782	1710059	439	143
Hsp-8	5708445	1924512	476	160
Hsp-9	7199162	1089469	600	91
Hsp-10	5401667	2053060	450	171
Hsp-11	7562399	3688311	630	307
Hsp-12	4207263	747530	351	62
Sub Total	35349718	11212941	2946	934
Batch -4				
Hsp-13	2379380	208050	198	17
Hsp-14	1879397	170000	157	14
Hsp-15	1088142	472715	91	39
Sub Total	5346919	850765	446	70

The detail of office and contact persons under IWMP is as under :-

The office of IWMP scheme is situated at Zila Parishad Complex, Opposite Head Post Office, Hoshiarpur in the office of A.D.C.(Dev), Hoshiarpur where WCDC (Watershed Cell-cum-Data Centre has been established :-

Sh. Jasbir Singh, PCS, ADC(Dev)-cum-Project Manager, IWMP, Hoshiarpur

The office land line telephone No. is 01882-240016

Dr. Dewinder Singh, Technical Expert(Agri)

Sh. Kanwarjit Singh, Data Entry Operator-1

Sh. Kuljit Singh, Data Entry Operator-2

Gram Panchayat Chohal,Hukran (Block Hsp2)MG-NREGA

Before



After



Before



After



Gram Panchayat Khatigarh (Block Talwara)MG-NREGA

Before



After



Gram Panchayat Khanwari(Block Bhunga)MG-NREGA

Before

After



Gram Panchayat Harjiyana (Block Mahilpur)MG-NREGA

Before

After



Gram Panchayat Sagram (Block Dasuya)MG-NREGA

Before..... After



Gram Panchayat Dharampur (Block Mukerian)MG-NREGA

Before

After



Gram Panchayat Dharampur (Block Mukerian)MG-NREGA

Before



After

