

MEGHALAYA SOCIETY FOR SOCIAL AUDIT & TRANSPARENCY (MSSAT)
Meghalaya, Shillong

**MINUTE OF THE 1ST GOVERNING BODY MEETING OF MEGHALAYA SOCIETY FOR
SOCIAL AUDIT & TRANSPARENCY (MSSAT) DURING 2018-19
HELD ON THE 12TH April, 2018.**

Members present: -

- | | |
|-----------------------------|--|
| 1. Shri. Y. Tsering, IAS, | Chief Secretary and Chairman |
| 2. Fr. Sunny Joseph Mavelil | Director, BAKDIL |
| 3. Dr. A.P. Jyrwa | Senior Faculty SIRD, Nongsder |
| 4. Shri. Thomas Roy Mallai | Administrator BIDS |
| 5. Shri. Robert Lyngdoh | Deputy Secretary, Planning Department. |
| 6. Shri.E.E.S. Lamare | Deputy Secretary, Finance Department |
| 7. Shri. Lambok Dhar | Faculty ETC, Nongsder |
| 8. Shri. B. Dhar, IAS(Rtd) | Director, MSSAT. |

The meeting of the Governing Body was presided over by Shri. Y. Tsering, IAS, Chief Secretary and Chairman of the Society who welcomed all the members present. The following were discussed in the meeting:

- 1. Confirmation of the proceeding of the last Governing Body meeting held on the 26th October 2017** : - The Governing Body confirmed the Proceeding of the last Governing Body meeting held on the 26th October 2017 circulated to all the members vide Memo No. MSSAT/MEGH.8/2015-16/101-A dated 1st November, 2017 as there was no suggestion received from any member for modification/ rectification of the same.
- 2. Report on the conduct of social audit during 2017-18**: - The reports on the progress of the social audit conducted during 2017-18 were placed before the Governing Body for information of the members. The final report will be placed in the 2nd Governing Body meeting, as the last public hearing will be completed by 21st April, 2018 only.
- 3. Annual Report of the Society for the year 2015-16 and 2016-17**: - The Governing Body resolved to request the Community & Rural Development Department and the Programme Implementation & Evaluation Department to take step to place the two Annual reports of the Society, that is, 2015-16 and 2016-17 before the State Assembly.
- 4. Expenditure incurred by the Society during 2017-18**: - The Governing Body approved the expenditure incurred by the Society during 2017-18 amounting to Rs 2,71,57,891.46 only to be met from the administrative charges of the Society as below: -

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Item	Expenditure (Rs.)	Amount received (Rs.)	
Salaries	59,53,660.00	Interest amount during 2016-17	94,436.51
TA & DA	10,38,194.36		
Payment of NGOs	1,76,31,650.00		
Training of VRPs	5,33,462.00	Received from SRES	2,07,90,525.00
Telephone bills & broadband	40,519.00	Received for social audit of IAY	11,31,400.00
Electricity bills	32,629.00		
House rent bills	9,26,753.10		
Fuel for POL	60,000.00		
Printing and stationeries	3,61,180.00	MORD	1,96,64,000.00
Postage & Couriers	14,439.00	Interest accrued during 2017-18	8,60,022.02
Advertisement bills	43,703.00		
Refreshment bills	15,772.00		
Purchase of Xerox & printer machine	3,22,300.00		
Consumable items (tonner & cartridges)	1,82,098.00		
Misc expenses	1,532.00		
TOTAL	2,71,57,891.46		4,25,40,383.53

The Governing Body also approved the expenditure already incurred by the Society amounting to Rs. 2,26,195/- for meeting the EPF contribution and Rs. 47,594/- for maintenance of office vehicle including insurance premium, which was met from the interest amount accrued on deposit of fund as such expenditure is not allowed to be incurred from the administrative charges.

Regarding an amount of Rs.42, 14,949.50 which was incurred for implementation of the MCP&PSSA Act, 2017, the Governing Body requested the Additional Chief Secretary, Programme Implementation & Evaluation Department to expedite for reimbursement of the same.

5. **Appointment of Village Resource Persons** : - The 2(two) Members and representatives of the NGOs present requested the Society to approach the Ministry to allow the NGOs to conduct the Social Audit and expenditure incurred be met from the administrative charges as usual as they have an experience in conducting the social audit in the State. The Director appreciated the contribution and the quality of the work done by the NGOs and informed that he will take up the matter in the training and workshop conducted by the Ministry at Hyderabad with effect from 16.4.2018 to 20.4.2018.

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The Governing Body however approved the proposal for appointment of 259 Village Resource Persons as facilitators for the conduct of social audit with effect from the year 2018-19, as per the Mahatma Gandhi National Rural Employment Guarantee Audit of Schemes Rules, 2011, in case the request of the NGOs as above is not considered by the Ministry. The VRP will be paid an amount of Rs. 6,000/- as salary and Rs. 1,500/- as fixed TA per month. Expenditure will be met from the Administrative Charges placed at the disposal of the Society by the Ministry.

6. **Appointment of Block Resource Persons:** - The Governing Body approved the proposal for appointment of 46 Block Resource Persons, that is, one Block Resource Person per Block on payment of Rs. 8,000/- as salary and Rs.2,000/- as fixed TA per month. The duties of the Block Resource Person have been defined in the Social Audit Manual, 2015 and Master Circular (FY 2017-18) issued by the Ministry.

7. **Budget of the Society for the year 2018-19: -**

The Governing Body approved the budget of the Society during the financial year 2018-19 as below: -

Sl.No	Particulars / Sub head	Proposed Budget (in Rs.)	Remarks
1	Head Quarter, Shillong		EPF contribution.
	A. Salary.		
	Director	8,28,000	
	Social Development Consultant	5,52,000	29,498.88
	4(four) Social Audit Experts	11,04,000	58,997.76
	Office Accountant	1,38,000	7374.72
	Peon cum Cleaner	92,400	4937.86
	Driver	1,05,600	5643.26
	B. Travelling Expenditure	5,00,000	
	C. Office Contingencies.	25,00,000	Including House rent of Rs.43,918.42 per month.
	Payment of House rent, stationery, telephone, electricity, postage, Internet, printing of booklet, consumable items of computer and Xerox machine, POL, advertisement etc.		
		58,20,000	1,06,452.48
2	District		EPF contribution.
	A. Salaries of DSARPs	34,32,000	1,83,406.08
	B. Fixed TA	7,80,000	
	C. Fixed telephone	78,000	
	D. Salaries of Block Resource Persons	44,16,000	2,35,991.04

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E. Fixed TA	11,04,000	
F. Salaries of Village Resource Persons	1,86,48,000	9,96,549.12
G. Fixed TA	46,62,000	
Expenditure for conduct of 3(three) days training to the VRPs before conducting the social audit	15,00,000	
	3,46,20,000	14,15,946.24
TOTAL	4,04,40,000	15,22,398.72

Expenditure will be met from

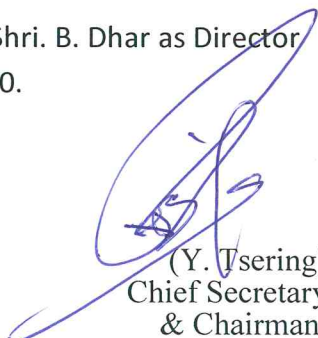
(i) Interest amount in the Bank account of the Society	= Rs. 6,80,669.53
(ii) Balance amount in the Bank (including amount to be reimbursed by PI&E Deptt.)	= Rs. 1,44,28,033.54
(iii) 0.25% of MGNREGA expenditure of 2016-17 (from MORD)	= Rs. 1,67,81,000.00
(iv) 0.5% of MGNREGA expenditure during 2017-18 (MORD)	= Rs. 4,31,00,000.00
TOTAL	= Rs. 7,49,89,703.07

The Chairman requested the Community & Rural Department to submit the file to Finance Department for release of an amount of Rs. 1,67,81,000.00 from Civil Deposit and credit the same to the Bank Account of the Society so that the Society could perform its duties as per the Guidelines.

The Governing Body resolved to allow the Society to open Fix Deposit or any other schemes available in the Bank for keeping the amount which is not urgently required by the Society so that the EPF contribution and other expenditure which is not allowed to be met from the administrative charges could be incurred from the interest amount accrued therein. The Director will consult the Branch Manager of the Bank in this regard.

8. **Calendar for conduct of Social Audit during 2018-19:** - The Governing Body approved the proposal that the calendar for conduct of social audit for MGNREGA and IAY schemes sanctioned during 2016-17 will be finalized by the Director.
9. **Appointment of Director:** - The Governing Body extended the services of Shri. B. Dhar as Director of the Society till he attains the age of 65 years, that is up to 1st March 2020.

The meeting ended with a vote of thanks from the Chair.


 (Y. Tsering)
 Chief Secretary
 & Chairman.

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Memo.No.MSSAT/MEGH.8/2015-16/ 123 -A - 2132

Dated Shillong, the 23rd April, 2018.

Copy to: -

1. P.S to the Chief Secretary for kind information of the Chief Secretary & Chairman.
2. All members present.


(B. Dhar)
Director