

**MINUTE OF THE 1ST GOVERNING BODY MEETING OF MEGHALAYA SOCIETY FOR
 SOCIAL AUDIT & TRANSPARENCY (MSSAT) DURING THE FINANCIAL YEAR
 2019-2020 HELD ON THE 7TH MAY 2019.**

Members present: -

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| 1. Shri. P.S. Thangkhiew IAS | Chief Secretary & Chairman |
| 2. Smt. R.V. Suchiang IAS | Addl. Chief Secretary, Finance & Planning Departments |
| 3. Shri. P. Sampath Kumar IAS | Commissioner & Secretary, Programme Implementation & Evaluation Department & C&RD Deptt. |
| 4. Smt. S.A. Synrem | Secretary, Programme Implementation & Evaluation Department. |
| 5. Shri. Binod Bhugil | Welfare Officer o/o Pr. AG(Audit) |
| 6. Shri Arun K. Kembhavi IAS | Director, Community & Rural Development. |
| 7. Smt. M.S.N. Marak MCS | Director, State Institute of Rural Development |
| 8. Smt. D.M. Suja MCS | PD, DRDA, Khliehriat |
| 9. Smt. E. Lyngdoh | Faculty, Extension Training, Nongsder. |
| 10. Shri. T.R. Mallai | Administrator, BIDS. |
| 11. Shri. B. Dhar | Director, MSSAT, member Secretary |

The meeting was presided over by Shri. P.S. Thangkhiew IAS, Chief Secretary & Chairman who welcomed all the members present. The Chairman had taken an exception to those members who were absent without intimation and directed the MSSAT to send the names of the absentees to Personnel & AR(A) Department for issuing show cause notice.. The following were discussed in the meeting.

1. **Confirmation of the proceeding of the last Governing Body meeting (2nd GB of 2018-19) held on the 1st October, 2018 :** - The Chairman suggested to place the ATR for the minutes of the last meeting so that it can be reviewed and confirmed accordingly.
2. **Report on the conduct of Social Audit during 2018-19**
 - A. **MGNREGA:** - The Director, MSSAT informed that the Social Audit during the financial year 2018-19, was conducted twice as per the Meghalaya Gandhi National Rural Employment Guarantee Audit of Schemes Rules, 2011. The 1st phase was conducted for during May 2018 to September, 2018 for the period of implementation with effect from 1st October, 2017 to 31st March 2018 covering 6048 VECs. The 2nd phase was conducted during October, 2018 to March 2019, for the period of implementation with effect from 1st April, 2018 to 30th September, 2018 covering 6114 VECs. Uploading of the reports in to the MIS of the Ministry for both the 1st and 2nd rounds have been completed.
 - B. **PMAY:** - Social audit for the schemes under PMAY sanctioned during 2016-17 was conducted as follows-

Sl.No	Name of the District	PMAY Schemes sanctioned during 2016-17			
		Number	Completed	In progress	Yet to start
1	East Jaintia	264	3	181	80
2	West Jaintia	1002	73	713	216
3	East Khasi	1603	301	1241	61

4	Ri-Bhoi	1898	105	1734	59
5	West Khasi	1942	95	1644	203
6	South West Khasi	629	11	545	73
7	East Garo	2282	44	2102	136
8	North Garo	1478	28	1407	43
9	West Garo	3931	345	3196	390
10	South West Garo	628	50	568	10
11	South Garo	323	45	262	16
		15980	1100	13593	1287

The Deputy Commissioners have been informed to furnish the ATR within 29th May 2019. The Governing Body resolved to give 15 days time, from the date of circulation of the minute to furnish the ATR.

3. **Expenditure incurred during 2018-19:** - The Additional Chief Secretary asked for the budget of the MSSAT in proper format (as placed before the Assembly) i.e. funds received, amount spent, balance, OP balance (if any carried forward to next year) etc. She desired to see the copy of the sanctions received by the MSSAT, which could not be placed before the House. The Governing Body approved the expenditure of the Society amounting to Rs. 3,82,02,343.62 (Rupees three crore, eighty-two lakh, two thousand, three hundred, forty three and paise sixty-two) only during 2018-19 as below-

Sl. No	Particulars / Sub head	Approved Budget (in Rs.)	Expenditure (in Rs)	Remarks
1	Salaries	3,08,38,399/-	2,55,59,614/-	
2	TA & DA	70,46,000/-	59,47,983/-	
3	Office Contingency	68,38,000/-	66,94,746.62/-	
	T O T A L	4,47,22,399/-	3,82,02,343.62	

The Governing Body resolved that the MSSAT should comply with the suggestion made by the Additional Chief Secretary Finance and place budget in proper format, from next meeting onwards.

4. **Release of 2nd installment during 2018-19:** - The Director, Community & Rural Development informed that the Treasury Office is yet to release the challan where an amount to Rs. 1, 80, 38,000/- is deposited in to Civil Deposit, being the 2nd installment released by the Ministry to the Society.

The Governing Body requested the Director, Community & Rural Development to take up the matter with the Treasury Officer to get the treasury challan and process the file to Finance Department for early release of the amount to the Society.

5. **Expenditure for conduct of Social Audit for the PMAY Schemes sanctioned during 2017-18:-** The Governing Body resolved that the Director, MSSAT will take up the matter with the Director Community & Rural Development for release of 1% of the amount sanctioned under PMAY during 2017-18 as per the Ministry guideline for utilization of the same to meet the expenditure for the conduct of social audit. The Governing Body further suggested that the approval for conducting Social Audit for laid down schemes/programmes etc. as per extant guidelines, need not be put up to Governing Body and should be done by the MSSAT in routine manners.

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6. **Conduct of Social Audit for NSAP Schemes as directed by the Ministry of Rural Development:** - The MSSAT to take a call as per the extant guidelines and that the specific approval from Governing Body is not required on the matter henceforth.
7. **Conduct of Social Audit for Mid day meal schemes in West Jaintia Hills and Ri-Bhoi Districts** : - The Governing Body recommended that the Social Audit of schemes for other Departments may be conducted by MSSAT, based on payment of Social Audit fees. The Commissioner Programme Implementation & Evaluation Department may discuss the matter with MSSAT to arrive at the fee structure for conducting social audit for schemes, other than MGNREGA & PMAY.
8. **Calendar for Social Audit during 2019-20:** - The Governing Body resolved that the Calendar for Social Audit need not be put up to Governing Body for approval and may be done by Director, MSSAT at his/her level, in future.
9. **Remuneration of VRPs, BRPs and others :** - Considering the workload and services being provided by the following staff of the Society, based on the recommendation made by the MSSAT, the Governing Body approved the proposal for enhancement of their remuneration with effect from May, 2019, as follows: -

Sl.No	Name of the post	Existing monthly remuneration	Proposed remuneration per month
1	Village Resource Person	6,000/-	9,000/-
2	Block Resource Person	8,000/-	10,000/-
3	Cleaner cum peon	7,000/-	9,000/-
4	Driver	8,000/-	11,500/-
5	Accountant	10,000/-	14,000/-

The Village Resource Person and the Block Resource Person will continue to draw fixed TA @ Rs. 1,500/- and Rs. 2,000/- per month respectively as usual.

10. **Purchase of Vehicle :** - The Governing Body resolved that the Society may hire the vehicle for official use of the State Resource Persons as per the rate notified by Transport Department/ other Departments / Government agencies.
11. **Creation of post of Human Resource Manager:** - The Governing Body approved the proposal for creation of 1(one) post of Human Resource Manager for the Society on payment of Rs. 25,000/- (Rupees twenty ^{five} thousand) only per month.
12. **Proposed Budget of the Society during 2019-20:** - The Governing Body approved the budget of the Society for the financial year 2019-20 as proposed below -

Sl.No	Particulars / Sub head	Proposed Budget (in Rs.)	Remarks
1	Head Quarter, Shillong A. Salary.		
	1 (one) Director		

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	1 (one) Social Development Consultant	34,36,604/-	
	4(four) Social Audit Experts		
	1 (one) Office Accountant		
	1 (one) Peon cum Cleaner		
	1 (one) Driver		
	B. Travelling Expenditure	5,00,000	
	C. Office Contingencies. Payment of House rent, stationery, telephone, electricity, postage, Internet, printing of booklet and annual reports, repair of vehicle, insurance premium of vehicle, consumable items of computer and Xerox machine, POL & etc.	81,50,000	
2	Payment of committed expenditure during 2018-19	27,13,517	
	District		
3	A. Salary 16 District Social Audit Resource Persons 46 Block Level Resource Persons 260 Village Level Resource Persons	4,01,89,805	
	B. Travelling Allowances	68,32,500	
4	Grand Total	6,18,22,426/-	

With a direction to MSSAT to place the budget in proper format as mentioned in Sl. No. 3 above.

The expenditure for the approved budget as above will be met from-

Sl.No	Source of revenue	Amount (in Rs.)
1	Opening balance	57,68,487/-
2	2 nd installment sanctioned by the Ministry during 2018-19	1, 80, 38,000/-
3	0.5% of the expenditure incurred for implementation of MGNREGA during 2018-19	4, 40, 79,777/-
4	State share for 2 nd installment during 2018-19	20,04,222/-
5	1% of the administrative fund under PMAY-G	42,73,764/-
6	1/6 th of the administrative expenses on NSAP	8,28,000/-
	TOTAL	7,49,92,250/-

13. **Annual Reports of the Meghalaya Society for Social Audit and Transparency during 2017-18:-** The Governing Body resolved that the MSSAT may circulate the Annual Reports to the concerned implementing authority, with a request to take action, wherever required, under intimation to the MSSAT.
14. **Implementation of the Meghalaya Community Participation and Public Service Social Audit Act, 2017:-** The MSSAT raised the provisions of the Meghalaya Community Participation and Public Service Social Audit Act, 2017, whereby the Deputy Commissioners as the District Social Audit Coordinators shall be responsible for the conduct of the social audit of the schemes identified

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under the Act. - Since the matter pertains to draft Rules on MCPSSA, Act 2017, the Governing Body requested the Director MSSAT to take it up with the Programme Implementation & Evaluation Department.

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



(P.S. Thangkhiew)
Chief Secretary & Chairman.