

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

PROCEEDING OF THE 2ND GOVERNING BODY MEETING HELD ON THE 22ND MARCH 2016

Members present: -

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| 1. Sri. K.S. Kropfa, IAS | - Chief Secretary & Chairman |
| 2. Sri. R.M. Mishra, IAS | -Principal Secretary, Planning Department & Member |
| 3. Smt. R.V. Suchiang, IAS | -Principal Secretary, Finance Department & Member |
| 4. Sri. P.S. Kumar, IAS | - Commissioner & Secretary & Member |
| 5. Sri. Cyril V.D. Diengdoh, IAS | - Deputy Commissioner, Williamnagar & Member |
| 6. Dr. K. Anuradha | - Social Audit Consultant (NE), MoRD representative |
| 7. Sri. T.R. Mallai | - Administrator, BIDS & Member |
| 8. Sri. D. Hynniewta, MCS | - Representative of DC, Nongpoh |
| 9. Sri. K.L. Nongbri, MCS | - Representative of DC, Khliehriat |
| 10. Sri. D.D. Shira, MCS | - Representative of DC, Tura |
| 11. Sri. B. Dhar, IAS(retd) | - Director MSSAT & Convener. |

Shri. K.S. Kropfa, IAS, Chief Secretary and Chairman of the Governing Body presided over the meeting and welcomed all the members present. The meeting started with the introduction of all the members and the following were discussed:-

- Confirmation of the proceeding of the last Governing Body:** - The proceeding of the last meeting of the Governing Body held on the 30th April, 2015 and circulated to all the members in the meeting was confirmed by the Governing Body.
- Expenditure incurred during 2015-16:** - The Governing Body approved the expenditure incurred by the Society during the financial year 2015-16 amounting to Rs. 29, 11,182/- (Rupees twenty nine lakhs, eleven thousand one hundred eighty two) only as below and an amount of Rs.1, 40,500/- (Rupees one lakh forty thousand five hundred) only received from the Ministry for conduct of Pilot Social Audit at Rongram Block in West Garo Hills District and Mawphlang Block in East Khasi Hills District.

Sl. No	Particulars / Sub head	Budget Approved (in Rs.)	Expenditure (in Rs)
I	Headquarter		
(i)	Salary	22,80,000	17,30,667
(ii)	Travelling Expenses	4,00,000	1,22,281
(iii)	Training/Orientation	12,000	NIL
(iv)	Office contingencies & Charges	1,20,000	1,57,718
(v)	Office equipment	3,57,000	7,49,287
(vi)	Furniture	1,08,000	1,51,229
	TOTAL	32,77,000	29,11,182

The instances of expenditure exceeding the budgeted provision was explained by the Director, MSSAT, and it was also informed by him that approval of the Chairman was obtained.

- Review of the Social Audit conducted during 2015-16:** - Social Audit conducted during 2015-16 was placed before the Members of the Governing Body. The 1st phase of Social Audit was conducted in September 2015 covering 81.24% of the VECs and the 2nd phase in March 2016 covering 80.47%. The coverage of Social Audit during 2015-16 was 80.86%.

However, the Governing Body resolved that the following time frame should be strictly followed during the conduct of the Social Audit as laid down by the Ministry:

- Social Audit Reports once approved during Public hearing shall to be submitted to the District Programme Coordinator and the MSSAT within **24 (twenty four) hours**.
- Within **a month of the Public hearing**, the Programme Officer shall submit the Action Taken Report (ATR) to MSSAT.

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4. **Conduct of Social Audit for IAY Schemes sanctioned during 2013-14** : - The Community and Rural Development Department requested the Society to conduct the Social Audit for the IAY Schemes sanctioned during the financial year 2013-14. Social Audit was conducted during August, 2015 for 38 (thirty eight) Blocks only and the status of the schemes was as follows: -
 - (i) 7174 schemes have been completed
 - (ii) 2622 under progress and
 - (iii) 131 are yet to startSocial Audit for the IAY Schemes sanctioned during 2013-14 under Rongara Block in the South Garo Hills District will be completed during this month only.
5. **Appointment of Village Level Resource Persons**: - The proposal for identification and training of Village Level Resource Persons to facilitate the conduct of Social Audit in the State on MGNREGA schemes to replace the existing system of signing MOU with the CSOs for conducting social audit was discussed at length by the Governing Body. The Governing Body resolved to continue with the present system of engaging the CSOs to facilitate Social Audit in the State during the financial year 2016-17. However, instead of DCs, the Director of the Society will identify and sign the MOU with the CSOs. Remuneration not exceeding Rs. 1200/- to Rs. 1700/- per VEC will be paid to the concerned CSO for facilitating the Social Audit.
6. **Conduct of Social Audit during 2016-17** : - The existing instruction of the Ministry is to ensure that social audits are conducted in at least 50% of the VECs in consonance with the Audit of Scheme Rules, 2011 in a year.
The proposal of the Society to conduct the Social Audit of at least 50% of the VECs in each Block that have incurred the highest expenditure on MGNREGA was approved by the Governing Body.
7. **Appointment of the Block Level Resource Persons**: - The proposal for appointment of Block Level Resource Person may be kept in abeyance as proposed by the Society considering the size of the Blocks and in view of the fact that the role, duties and responsibility of the Block Level Resource Persons is currently performed / carried out by the District Level Resource Persons appointed by the Society on full time basis.
8. **Appointment of the District Social Audit Resource Persons**: - The Governing Body approved the proposal for appointment of one more additional District Resource Person in the East Khasi Hills District having 8 (eight) Blocks and the West Garo Hills District with 6 (six) Blocks as each District Resource Person will be able to cover not more than 4 (four) Block.
9. **Appointment of Assistant Programmer**: -The Governing Body approved the proposal for extending the engagement of 1 (one) Assistant Programmer by the NIC up to May 2016 for development of the Software Application for the Society on a lump sum payment amount of Rs. 18,000/- (Rupees eighteen thousand) only per month for online reporting of the Social Audit reports henceforth.
10. **Appointment of Peon cum cleaner**: - The Governing Body approved the proposal for appointment of 1 (one) peon cum cleaner in the office of the Society with effect from December, 2015 on contractual basis on payment of Rs. 7,000/- (Rupees seven thousand) only per month.
11. **Payment of House Rent**: - The Governing Body approved the proposal to delegate full financial power to the Director for payment of House rent occupied by the Society based on the assessment of the Deputy Commissioner, East Khasi Hills District, Shillong.
12. **Payment of bill of the Director Printing and Stationery**: - The Governing Body approved the proposal for payment of the bill submitted by the Director, Printing and Stationery, Meghalaya amounting to Rs. 2, 55,382/- (Rupees two lakhs fifty five thousand three hundred eighty two) only being the cost of papers and printing of material and formats for Social Audit as prepared by the Society.

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13. **Payment of Travelling Expenditure and sitting Allowance to Non-Official Members :-** The Governing Body approved the proposal for payment of TA/DA as drawn by Grade –I officer of the State Government to the Non- Official members of the Governing Body for attending the Governing Body meeting. An amount of Rs.2000/- (Rupees two thousand) only will also be paid as sitting allowance on the day of the meeting.
14. **Purchase of vehicle for the Society:-** The Governing Body approved an amount not exceeding Rs. 9, 00,000/- (Rupees nine lakhs) only for purchase of 1 (one) vehicle including the cost of insurance premium for 1 (one) year and registering fee, for the office. The expenditure will be met from the State fund during 2016-17. The Director C&RD Department will process the proposal to Finance Department and place the fund to the Society.
15. **Appointment of Driver:-** The Governing Body approved the proposal of the Society to engage one driver on contract basis on a lump sum payment amount of Rs. 8000/- (Rupees eight thousand) only per month once the vehicle is purchased for the Society.
16. **Nomination of prominent civil society organisation as members of Governing Body:-** The Governing Body nominated Shri. P. Kharkongor IAS (retd) as non-official member of the Governing Body.
17. **Proposed Budget during 2016-17:-** The Governing Body approved the budget of the Society as below for the financial year 2016-17:

Sl No	Particulars / Sub head	Proposed Budget (in Rs.)	Remarks
1	Head Quarter, Shillong.		
	A. Salary		
(i)	Director	7,20,000	
(ii)	Social Development Consultant	4,80,000	
(iii)	4(four) Social Audit Expert	9,60,000	
(iv)	Office cum Accountant	1,20,000	
(v)	Peon cum Cleaner	84,000	
(vi)	Assistant Programmer up to 31 st July, 2016 only	54,000	
	B. Travelling Expenditure	5,00,000	
	C. Office Contingencies Payment of House rent, telephone, electricity, postage, Internet, printing of booklet, consumable items of computer and Xerox machine, POL, maintenance of vehicle, stationery & etc	8,00,000	Including an amount of Rs. 2, 55,382/- to be paid to Director, Printing & Stationery.
	D. Purchase of vehicle (including Insurance premium for one year & registration fee)	9,00,000	Subject to release of funds by the State Government.
2	District.		
	A. Salary	31,20,000	
	B. Travelling Allowances	3,12,000	
	C. Payment to CSOs for facilitating social audit	47,30,000	Social Audit will cover 50% of the VECs during 2016-17 as per
		1,27,80,000	

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The Society at present has an amount of Rs.23, 41,676/- (Rupees twenty three lakhs forty one thousand six hundred seventy six) only in its account. An amount of Rs 1, 04, 38,324/-(Rupee one crore four lakh thirty eight thousand three hundred twenty four) only will be met out of the 0.5% of the allocated annual expenditure under Mahatma Gandhi NREGA of the State (share of SAU as notified by the MoRD) and reimbursement received from the Ministry.

18. **Calendar for Social Audit during 2016-17:** -The Governing Body approved the calendar for Social Audit during 2016-17 as below: -

Sl.No	Period	Action point
1	1 st April 2016 to 15 th May 2016	The DPC/PO will furnish the list of 50% of the VECs Block wise which incurred the highest expenditure on MGNREGA
2	16 th May 2016 to 31 st July 2016.	MSSAT will identify, train and sign MOU with the CSOs
3	1 st August 2016 to 30 th Nov 2016	Conduct of Social Audit in the identified VECs
4	1 st Dec 2016 to 31 st Dec 2016	Conduct of public hearing
5	1 st Jan 2017 to 31 st Jan 2017	Preparation and submission of consolidated report
6	1 st Feb 2017 to 28 th Feb 2017	Uploading the report in the MIS

- 18 **Fund for the Society:** -As per the instruction of the Ministry, the State Government is to transfer up to 0.5% allocation of the total annual expenditure under MGNREGA in the State directly into the independent bank account of the Social Audit Unit within 15 (fifteen) days. The Community and Rural Development Department will ensure the same for the smooth conduct of Social Audit.
- 19 **Website of the Society:** - The Governing Body approved the proposal to keep all information of the Meghalaya Society for Social Audit and Transparency (MSSAT), in the website of the Society <http://mssat.nic.in>.
- 20 **Appointment of the Director:** - The Governing Body under Clause 7.(a) of the Memorandum of Association of the Society extended the appointment of Shri. B. Dhar, IAS (Retd) as Director, MSSAT up to 31st March, 2017, on the same terms and conditions as per agreement signed on the 31st March, 2015.

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



(K.S. Kropha)

Chief Secretary & Chairman Governing Body.
Meghalaya Society for Social Audit and Transparency

Memo.No.MSSAT/MEGH.8/2015-16/25-A

Dated Shillong, the 15th April, 2016

Copy to: -

1. P.S to the Chief Secretary & Chairman for kind information of the Chief Secretary
2. The Principal Secretary to the Govt. of Meghalaya, Planning Department
3. The Principal Secretary to the Govt. of Meghalaya, Finance Department
4. The Commissioner & Secretary to the Govt. of Meghalaya, Community & Rural Dev. Department
5. Dr. K. Anuradha, Social Audit Consultant (NE), MoRD Representative.
6. All members of the Governing Body.

(B. Dhar)
Director.