

**GOVERNMENT OF WEST BENGAL**  
**PANCHAYATS & RURAL DEVELOPMENT DEPARTMENT**  
9<sup>TH</sup> FLOOR, JOINT ADMINISTRATIVE BUILDING  
BLOCK HC, PLOT 7, SECTOR – III,  
SALT LAKE CITY, KOLKATA – 700 106

Memo.No.1767(21)-RD/O/NREGA/18S-04/09(Part-II)

Dated:10.04.2015

From: Dibyendu Sarkar, IAS  
Commissioner, MGNREGS, WB  
To: The Principal Secretary, GTA  
The District Magistrate, all  
The AEO, Siliguri Mahakuma Parishad

**Sub: Different modes of Convergence by Line Departments**

Sir/Madam,

To dispel confusion in preparing Convergence Plan and implementing convergence projects, a set of guidelines is issued hereunder

- 1) The Convergence Plan is to be submitted at the district level by district Line Department spelling out the a) list of schemes containing Gram Panchayat and Block name. The total scheme amount and departmental contribution is to be clearly mentioned against each scheme. The MGNREGA part shall mention wage, non-wage part, expected person days. The scheme shall mention expected outcome also. District MGNREGA Cell will extend necessary technical support to line department in preparing the plan.
- 2) The District unit of the departments should submit plan on the assured amount of their Departments. This office will forward district-wise commitment as soon as received from the departments at state level.
- 3) The passage of the plan at Zilla Parishad/GTA/SMP will suffice. The plan after passage will have to be forwarded to concerned block and Gram Panchayats for inclusion in AAP of the Gram Panchyats and entry into NREGASoft.
- 4) PIA/ Gram Panchayat shall give priority to the implementation of Convergence Plan.
- 5) **The plan may be prepared in any of the six modes:**
  - a) Department will prepare its part of activities in Part A as per its own guideline and schedule and required intervention from MGNREGS will be in Part B as per MGNREGS guideline. The Department shall act as PIA of Part A and Gram Panchayar/PS for Part B. For example: IWMP. Part A will be implemented by Agriculture Department (WB State Watershed Development Agency) or its Watershed Committee and Part B will be implemented by Gram Panchayat/PS (say Check Dam construction as Part-A and upland soil conservation work to recharge the dam as Part-B) .
  - b) The scheme having MGNREGS part and departmental part to be implemented by single agency. For example ICDS centre construction and Mangrove Plantation in Sundarban Development Board area is made from Departmental source for material part and wage part from MGNREGS. In this case, GP/PS is acting as PIA. In case of Grain Gola by Agri-Marketing Department there is an element of beneficiary contribution in addition to

departmental contribution as well as MGNREGA contribution. In this case departmental fund flows directly to beneficiary account who informs the Gram Panchayat after purchasing material to start work with labour cost support from PIA(say GP/PS).

- c) The single scheme but divided into two parts having MGNREGS inputs (say Part A) and departmental inputs (say Part B) to be implemented by a single agency. For example, Department of Forest may take plantation work (say Part A) with own departmental source and soil conservation work with MGNREGA fund (say Part B) ,both to implemented by Forest Department.
  - d) In some special cases, convergence support from MGNREGS may be made for some completed projects but continuing with maintenance input. For example, few Live Stocks have already been arranged for a vulnerable beneficiary and ARD department is supporting with immunity support project, in such case proper shelter, if not already made may be provided from MGNREGS and immunity support contribution is to be computed as contribution from Department. Similarly, Forest Department is maintaining a created forest with guarding etc. fund, the soil conservation work may be taken up to boost up the plantation and Guarding etc. Cost will be counted as Departmental Contribution.
  - e) In some special cases, in recent past, one scheme has been implemented by the line department with its own resources but required supplementary work could not be done due to lack of fund. The executed scheme part may be shown in Part-A and required funding from MGNREGS as Part-B. For example, a canal has been excavated spending Rs.92 lakh but connecting field channels costing Rs.39 lakh are yet to be constructed and may be planned as Part-B (with MGNREGS source) of the holistic scheme of "Canal excavation and construction of connecting field channels".
  - f) In some cases, due to lack of prior coordination at a single project, inspite of different departmental involvement, same has not been shown as convergence project. In such cases, MGNREGS part is to be revised to include other activities in a holistic scheme. For example, in developing a tourist site, MGNREGS contribution is to be dovetailed with other departmental contributions(Part-A showing Departmental contribution and Part-B portraying other departmental contribution) .
- 6) Fund channelizing may be made in five different ways.**
- a) The Department may pump its earmarked fund of the year for convergence centrally to the State Employment Guarantee Council Account stating district-wise allocation to be spent in convergence. The state will release the fund to the districts as indicated by the departments for implementation of the schemes by Gram Panchayat or Panchayat Samiti. For example fund release by Sundarban Affairs Department.
  - b) The Department may allocate and release fund directly to the district for implementing the schemes in convergence. District will take up said convergence schemes for implementation by a single PIA (say Gram Panchayat or Panchayat Samiti). For example release of fund by Child Development Department for construction of ICDS centre.
  - c) The Department will release fund directly to the beneficiary (specially in the schemes having beneficiary contribution) sharing the release order with the PIA for MGNREGA intervention (Gram Panchayat/PS) who will start work releasing labour cost after getting informed by the beneficiary about material purchase. For example construction of Grain Gola by Agri-Marketing Deptt.
  - d) The Department may allocate fund to its district office for implementing its departmental part. District Office shall share the information with PIA (GP/PS) who will start implementing MGNREGA part (say Part B) drawing fund from MGNREGS through

FTO. For example, activities of Department of Fisheries and the Department of ARD who purchases fingerlings, livestock out of departmental source and GP/PS constructs the sheds from NREGS.

- e) Department's District Officers will act as PIA/PO(LD) with Departmental fund as well as drawing fund from MGNREGS through FTO in implementing convergence schemes. For example Department of Forest, Irrigation Department, WRIDD Department.
- 7) The Department acting as Convergence PIA of the entire scheme shall enjoy following facilities
- a) The passage of plan at District Panchayat (ZP/SMP, GTA) will suffice. Same is to be included by concerned Gram Panchayat in AAP and NREGASoft.
  - b) Department may nominate its officer to act as Programme Officer (LD) in concurrence with this department who will generate e-Muster Roll. The department is free to act with captive work force.
  - c) With Digital Signature Authorization vetted by this department, PIA will also make labour payment through FTO. They have to use Aadhaar enabled Biometric Device for getting access to the required web-ports.
  - d) Similarly Department will also be able to make material payment through FTO of the approved schemes.
  - e) Department may spend maximum 2 percent of the scheme cost as Administrative Expenses.
  - f) Departments have to make entry of the completed work into Convergence Portal of NREGASoft mentioning departmental and MGNREGS contribution.
  - g) There is no need to place the account of their departmental expense part to NREGA authority. Only total expenditure incurred by the Department in implementation of the work has to be indicated.
  - h) Convergence initiative will get priority over normal schemes.
  - i) In case of Watershed Development, land of all categories of people will be treated irrespective of their status (as vulnerable groups in MGNREGA). However, having job cards is an essential prerequisite for getting opportunity of any individual benefit like land development, creation/ upgradation of water bodies etc..

However, all the departments have to conform to non-negotiables while implementing MGNREGS as follows:

- 1) The scheme must be implemented in rural areas.
- 2) The Labour: Material ratio will be minimum 60:40 in favour of labour (material maximum 40%) in case of the entire work implemented by the line Department in the district in a year. However, higher labour ratio is preferred.
- 3) The end beneficiaries will be from the vulnerable groups.
- 4) The worker must hold Job-card.
- 5) The scheme must be from approved selves of scheme of AAP
- 6) In case of plantation work, there must be specific association of the user families for usufructuary rights. Forest Department may, however, do this through their own system of Forest Protection Committees etc.

The Departments are requested to participate in preparing plan and implement schemes in convergence accordingly.

With regards,

  
Commissioner, MGNREGS, WB

Memo.No.1767(55)-RD/O/NREGA/18S-04/09(Part-II)

dated 10.04.15

Copy forwarded to

The Additional Chief Secretary / Principal Secretary / Secretary/Director/CEO/MD Departments of Forest / FPI & Horticulture / Water Resource Investigation & Development / Agriculture / Animal Resources Development / Public Health Engineering / Commerce & Industries / Fisheries / Food & Supplies / Sports / Irrigation & Waterways / Sundarban Affairs / Paschimanchal Unnayan / North Bengal Development / Women & Child Development / Social Welfare / Disaster Management /Sericulture/PWD/Power(NRE)/ Agri-Marketing/ CADC /NRLM/ WBSWDA/WBPDCL/WBPCB /KVIB/Tourism/ Directorate of Land Records/WBSMB/The Chief Engineer,SE Railway/WBSWDA/Planning & Development/MSME/BCW/TD for information and necessary action.



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Deputy Secretary to Government of West Bengal