

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

Memo. No. 5651(21)-RD/P/MGNREGA/18B-01/16

Dated: 07.12.2016

From: Dibyendu Sarkar, IAS
Commissioner in Panchayats & Rural Development Department
Government of West Bengal

To: The Principal Secretary to GTA
The District Magistrate and District Programme Co-ordinator (All)
The AEO, Siliguri Mahakuma Parishad

Sub: Forms related to MGNREGA LB (along with Seasonality Mapping) & AAP

Madam / Sir,

We have already shared with the districts the detailed guidelines for preparation of MGNREGA sub-plan as a part of the GPDP exercise. The plan has to be developed through a process of consultation in the field, details of which has already been shared. However, at the end of the process we need to have the LB and the Annual Action Plan for 2017-18 in specific format.

The LB will contain no of household, no of days proposed for engagement and financial requirement for generation of such person-days. This has to be in village-wise month-wise format for the GP, GP-wise Month-wise format for block and block-wise month-wise for the district.

While devising the LB, the priority as indicated in detailed guidelines is to be kept in mind. For every GP we are proposing IBS intervention for vulnerable households ranging from 100-200. Those households may require some works in community sector to achieve 100 days of engagement during 2017-18. Additional households depending on the demand may also be engaged for community work. Total number of such labourers (vulnerable and non-vulnerable households) is expected to be around 500 per Gram Panchayat an average.

The 2nd part of the document developed through the planning exercise will be Annual Action Plan. The AAP should ideally contain details of works involving 150% of the financial requirement for the proposed LB. Here again priority will be given to Focus Area Activity, IBS and works in convergence with other departments/programmes. While preparing the AAP in the prescribed format all the work will be grouped into 4 major categories (A, B, C, D), sub-categories 17 (5.1-5.17 of the Bengali guideline) and specific work-code as given in the annexed pages.

Since identification of IBS will require contacting individual households, the districts should use specific format (as was done in previous year) for capturing of the households. The following forms may be used

1) Form A1 (Around 100-200 per GP)

For collecting information of vulnerable households for IBS work.

2) Form A2 (one per sansad)

For capturing data of rest of the non-vulnerable families in a single sheet as per discussion at Gram Sansad/PRA meeting of GPDP.

3) Form A3 (One per sansad)

Format (A3) to be used for capturing the following

i) Projecting Sansad wise month-wise household required in work.

ii) For providing Sansad-wise month-wise person-days to be generated.

(iii) For Sansad-wise month-wise amount to be projected for expenditure

iv) Households to be provided 100 days work.

4) Form A4 (One per GP/PS)

Format for Annual Action Plan (Gram Panchayat and Panchayat Samity) with scheme details.

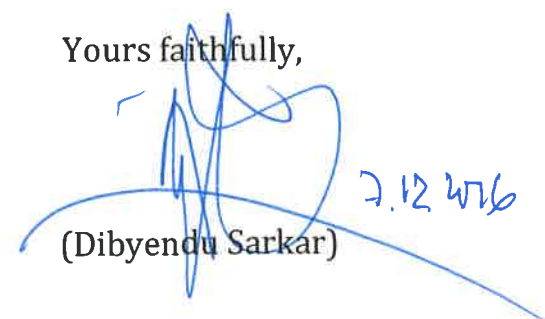
5) Form A5 (One per district)

Format for district wise labour budget 2017-18 to be used.

All the field level functionaries are to be intimated accordingly. The format to be supplied to the GPFT members for capturing the data may be printed in Bengali while submission to the state will be in English (LB).

Finally, we must get the Labour Budget 2017-18 and AAP of the district in Format A5 (signed and Excel copy) and Format A4 (Block wise excel file and signed copy), respectively by **13th January, 2017**.

Yours faithfully,



(Dibyendu Sarkar)

7.12.2016