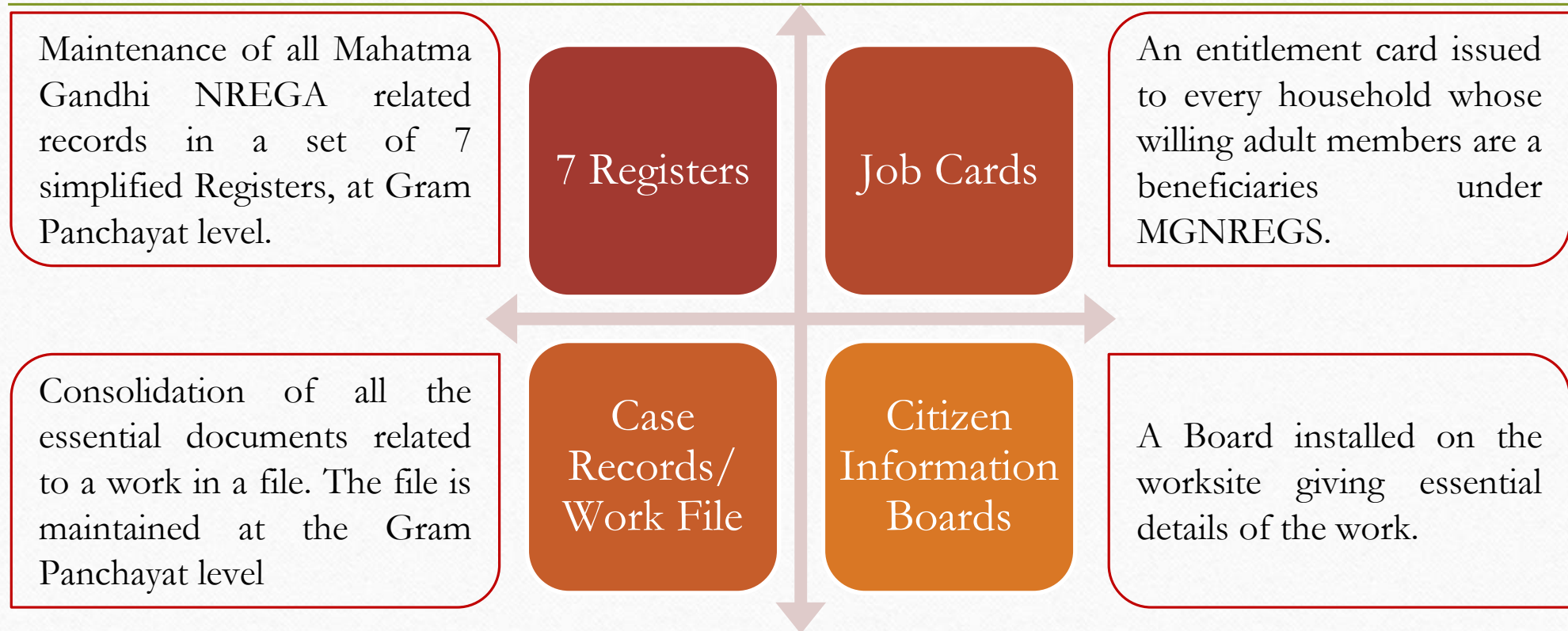


Good Governance in Administration of MGNREGS

**Dissemination of Indicative Frameworks
&
Sharing of Best Practices**

28th – 29th November 2017

Good Governance Initiatives



7 Registers

- A mandatory set of Registers to record details of MGNREGA works in a simple, easy and effective manner.
- Earlier, an average of 22 registers were being used across the states/UTs.
- The Ministry simplified and minimized the number of Registers to be maintained at the Gram panchayat Level with a view to enable the Gram Rozgar Sahayak to spend their time effectively and gainfully.
- The formats of these 7 Registers along with instructions for maintaining each of them had been compiled into a booklet and shared with the state in October 2016.

Job Card

- Entitlement Card issued to households
- A tool recording vital information of the elements of the programme
- Should necessarily be in possession of the beneficiary at all times.
- Job Card Verification:
 - Updating revised information of Job Cards
 - Important exercise to review the Job Cards issued
- Job Card Design:
 - Indicative Framework shared
 - Design shall be uniform across the State

Case Records/ Work File

- Consolidation of all the essential documents related to a work under MGNREGA in a physical file.
- The relevant documents and records are filled into the Case Record / Work File in a sequential manner.
- This enables to review, monitor and audit the implementation of the project/ work during implementation stage and also after its completion.
- To bring some uniformity across the country, an Indicative Framework was designed and shared with States/UTs for adoption.
- A checklist with details of all the essentials to be incorporated in the Work File has been formulated.

Citizen Information Board

- Placed at every MGNREGA work site at the commencement of work.
- Basic source of information at the grassroot level.
- Medium for enhancing visibility, transparency and awareness about the programme.
- Earlier widespread variations in design, content, layout was prevalent.
- Other issues observed include missing Programme Logo, improper placement, variation in Dimensions and Colour.
- Materials including tin, flex sheets, etc. used raise concern about the durability.
- Suggestive Framework shared with the States to bring uniformity and address the issues.

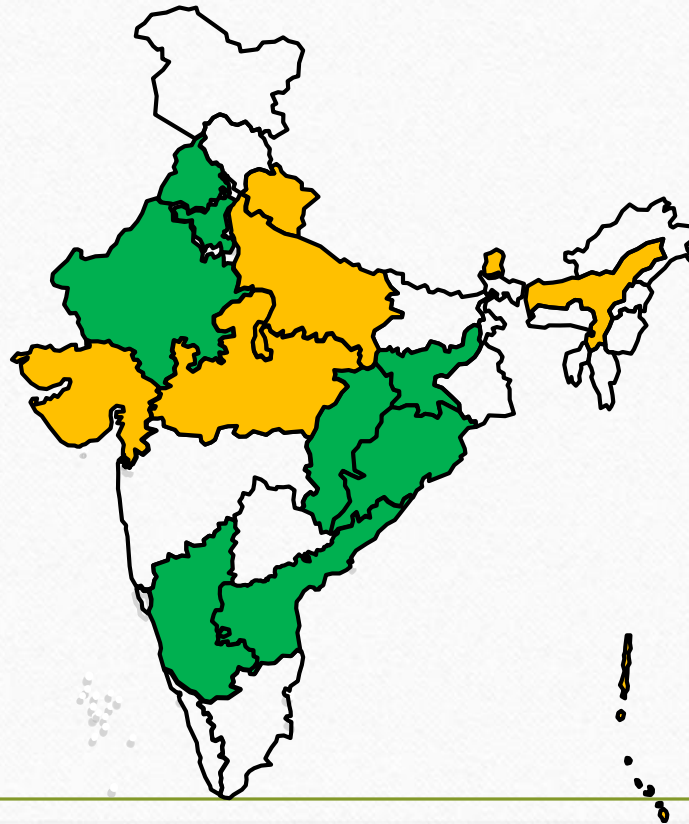
Laying out of Frameworks

S. No.	Initiative	Date of Consultation with States/UTs	Date of Issuing of Framework
1	7 Registers	8 th March 2016	3 rd October 2016
2	Citizen Information Board	8 th February 2017	7 th April 2017
3	Case Records/ Work Files	5 th June 2017	19 th July 2017
4	Job Cards	10 th February 2017	28 th August 2017

Field Visits

- **8 States covered:**

- Andhra Pradesh
- Chhattisgarh
- Haryana
- Jharkhand
- Karnataka
- Odisha
- Punjab
- Rajasthan



- **6 States planned:**

- Assam
- Gujarat
- Madhya Pradesh
- Sikkim
- Tamil Nadu
- Uttar Pradesh

Observations from the Field Visits

7 Registers

- Record-keeping of Mahatma Gandhi NREGA programme related information; Instructions / Format shared with States.
- **Satisfactory**
 - Chhattisgarh, Jharkhand, Karnataka, Odisha
- **Not Satisfactory**
 - Rajasthan, Punjab, Haryana



Observations from the Field Visits

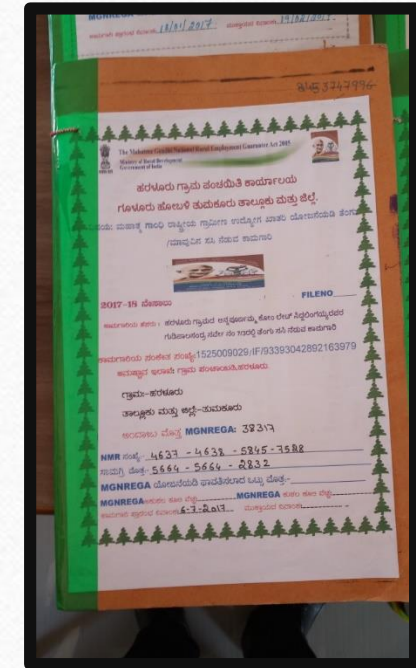
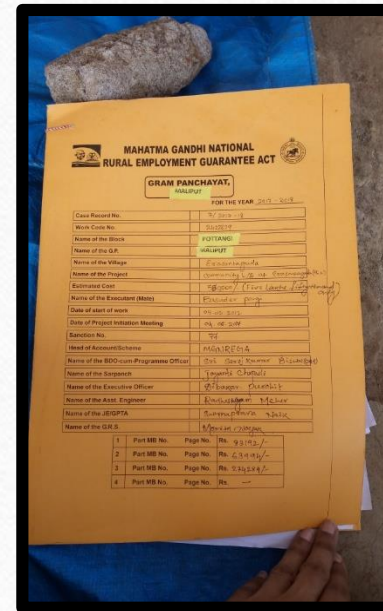
Job Cards

- **Job Card Verification:** Process of verifying and updating the information registered in the Job Cards.
 - **Satisfactory**
 - Chhattisgarh
 - **Not Satisfactory**
 - Rajasthan, Punjab, Haryana
- **Job Card Design and Format:** shall be uniform and standardized across the State. Indicative Framework shared with States.
 - **Satisfactory**
 - Chhattisgarh, Andhra Pradesh, Jharkhand
 - **Not Satisfactory**
 - Punjab, Haryana, Odisha

Observations from the Field Visits

Case Records/ Work File

- Consolidation of all documents pertaining to the Mahatma Gandhi NREGA work; Indicative Framework shared with States.
 - **Satisfactory**
 - Karnataka, Chhattisgarh, Andhra Pradesh, Odisha
 - **Not Satisfactory**
 - Haryana, Rajasthan, Punjab



Observations from the Field Visits

Citizen Information Boards

- Essential tool of 'Janta Information System' as mentioned in the Act; Indicative Framework shared with States.

- **Satisfactory**

- Chhattisgarh, Odisha, Punjab (Mansa District)

- **Not Satisfactory**

- Jharkhand, Haryana, Karnataka, Rajasthan



Way Forward

- Training calendars
- Capacity Building of field functionaries
- Workshops
- Contact / Exchange Programmes (District level)