

Government of Jammu and Kashmir  
Rural Development Department: Civil Secretariat

The Assistant Commissioner (D)  
District Poonch, Ramban, Doda, Kishtwar, Kupwara.

No. RD/PC/32/2007-08

Dated: 19.01.2011

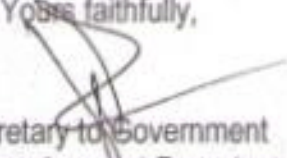
Subject- Amendment of Para 2.1 and 4.22 of BRGF Guidelines regarding the roles of the State High Powered Committees (HPC) and the District Planning Committee (DPC).

Sir,

Kindly find enclosed copy of letter No.N-11019/768/2010-BRGF Dated: 12<sup>th</sup> January 2011 as received from Ministry of Panchayati Raj, Government of India for information and further necessary action.

Encl: Three leaves.

Yours faithfully,

  
Secretary to Government  
Rural Development Department.

Copy to the Addl. District Development Commissioner: Poonch, Ramban, Doda  
Kishtwar, Kupwara.

N-11019/768/2010-BRGF  
Government of India  
Ministry of Panchayati Raj  
<http://panchayat.gov.in>

6<sup>th</sup> Floor, Samrat Hotel, New Delhi - 110021.  
Dated: 12<sup>th</sup> January, 2011

Circular

**Subject:** Amendment of Para 2.1 and 4.22 of BRGF Guidelines regarding the roles of the State High Powered Committees (HPC) and the District Planning Committees (DPC).

The undersigned is directed to refer to the Paras, Nos. 2.1 and 4.22 of the Programme Guidelines of the Backward Regions Grant Fund (BRGF) regarding the consolidation and approval of District Plan by the DPC and the HPC.

In pursuance of the recommendations of the inter-Ministerial Empowered Group of Officers, chaired by the Member Secretary, Planning Commission, this Ministry has decided to amend the aforementioned Paras of the Programme Guidelines of BRGF for empowering the DPCs to consolidate and approve the District Plan and changing the role of the HPC from District Plan approving authority to the body overseeing implementation and monitoring of the BRGF Programme.

Copies of the amended version of the aforesaid Paragraphs of Programme Guidelines are enclosed.

  
(P. K. Bhatnagar)

Under Secretary to the Govt. of India,  
Tele: 011-24122937  
e-mail: [us.brgf-mopr@nic.in](mailto:us.brgf-mopr@nic.in)

To,

The Principal Secretaries/ Secretaries  
In-charge of BRGF in the States  
(As per the list enclosed)

12/1/11 166  
14/1/11

**Amendment to BRGF Guidelines Para 2.1 and 4.22**  
**(O.M. No. N-11019/768/2010-BRGF dated 12.01.2011)**

Para No.	Existing Para	Amended Para
2.1	<p>Each Panchayat or Municipality within the backward district concerned will be the unit for planning under BRGF. Plans prepared by each Panchayat or Municipality will be consolidated into the District plan by the District Planning Committee, constituted in accordance with Article 243ZD of the Constitution. The planning exercise will be done in accordance with the guidelines issued by the Planning Commission from time to time. The current guidelines for the preparation of the district plans issued by the Planning Commission, in respect of annual planning and the 11<sup>th</sup> Five Year Plan are placed at <b>Annexe.2</b>.</p>	<p>Each Local Body (LB), i.e., Panchayat or Municipality, within the backward district concerned will be the unit for integrated planning. Plans prepared by each LB will be consolidated into the District Plan and approved by the District Planning Committee (DPC), constituted in accordance with Article 243ZD of the Constitution. The planning exercise will be done in accordance with the guidelines issued by the Planning Commission from time to time. The current guidelines for the preparation of the district plans issued by the Planning Commission, in respect of annual planning and the 11<sup>th</sup> Five Year Plan are placed at <b>Annex-2</b>, which has been further elaborated in the Manual for Integrated District Planning (January 2009).</p> <p>While consolidating the Plan, the DPC would not either add or substitute any work. The task of the DPC is (a) to ensure that the plans prepared by the PRIs/ ULBs of the district have been prepared in the prescribed participative manner, (b) to communicate the resource envelope of the various sectoral schemes/ programmes to the PRIs/ ULBs, (c) to aggregate/ consolidate the plans prepared by the PRIs/ ULBs into the draft District Plan, (d) to monitor the progress and quality of implementation on a monthly basis, (e) to obtain and review the audit reports in respect of the funds released to the various implementing entities.</p>

Para No.	Existing Para	Amended Para
		<p>If the DPC finds any work proposed by any Panchayats/ ULBs to be at variance with the guidelines or duplication of the works taken up under any other schemes/ programme, it could exclude such works, consolidate and approve the remaining part of the Action Plan and forward to the HPC for information and guidance. Simultaneously, DPC will ask the LBs concerned to go ahead with the implementation of the Plan including the BRGF Component and also submit fresh set of substitute works as per the guidelines, if required.</p> <p>The Plan for Capacity Building Component will be considered and approved by the HPC.</p>
4.22	<p>A High-Powered Committee headed by the State Chief Secretary and consisting of <i>inter alia</i>, the Development Commissioner, Planning Secretary, State Secretary of Panchayati Raj, State Urban Development Secretary, State Secretaries in charge of sectors under which works are going to be taken up under the programme, a representative of the Ministry of Panchayati Raj and the State Plan Adviser of the Planning Commission as well as other Government of India nominees deemed to be necessary, shall consider and approve the proposed District Plans to be taken up under the District Window of the BRGF as also the</p>	<p>A High-Powered Committee (HPC) headed by the State Chief Secretary and consisting of, <i>inter alia</i>, the Development Commissioner and Secretaries in-charge of Finance, Planning, Panchayati Raj, Urban Development/ Municipal Administration and other sectors, under which works are to be taken up under the programme, a representative of the Ministry of Panchayati Raj and other Government of India nominees as deemed necessary, shall act as the Strategy and Oversight Committee and issue broad guidelines on preparation of integrated, bottom-up District Plans. HPC will consider and approve the Integrated District Plan. Model function and agenda for HPC is at <b>Annex 5</b>.</p> <p>HPC will facilitate DPCs in considering and approving the Integrated District Plans for which HPC will lay down the formula for</p>

Para No.	Existing Para	Amended Para
	<p>Training Plan. The Secretary of the nodal department shall be the Member Secretary of the HPC.</p>	<p>apportionment of the district's annual entitlement under various Schemes, as per the Scheme Guidelines, among the PRIs and ULBs and also ensure that resource envelopes of various sectoral schemes are communicated to the districts well before they undertake the planning exercise.</p> <p>HPC would also ensure that the Integrated District Plans are prepared in conformity with the programme guidelines, including those regarding the SC/ ST components. If the HPC finds any work in the Plans of any Panchayat/ ULB/ DPC to be at variance with the Scheme guidelines, the concerned may be asked to submit fresh set of substitute works as per the Scheme guidelines.</p> <p>HPC will review preparation and implementation of Integrated Action Plan (IAP) for the Selected Tribal &amp; Backward Districts and ensure integration of IAP with the Integrated District Plan.</p> <p>The State Secretary in-charge of Panchayati Raj Department shall be the Member Secretary of the HPC.</p>

## AGENDA FOR HPC

(Refer to Para 4.22 Of the BRGF programme guidelines)

1. District vision exercise undertaken as per Para 3.4 and integrated bottom up District Plans prepared in accordance with the Planning Commission guidelines of 25.08.06.
2. Use of PlanPlus for preparation of Plans and their implementation and monitoring.
3. Adopting convergence principles in accordance with Para 4.3.
4. Indicating resource envelope to PRIs and ULBs in accordance with Para 4.4 (b)
5. Review of IAP for 60 Selected Tribal & Backward Districts.
6. Formula for Inter se distribution of BRGF fund among PRIs and ULBs in accordance with Para 1.8 and 1.9.
7. Guidelines on Social Audit in accordance with Para 4.15
8. Formula for allocation for SC/ST sub plans in accordance with Para 2.2
9. Maintaining a database of PRIs and ULBs along with a database of banking accounts of Panchayats in accordance with Para 4.
10. Ensuring accountability of the implementing agencies to the PRI/ULBs concerned in accordance with Para 4.12
11. Equipping Panchayats with professional administrative and technical help through contracts or outsourcing as per Para 4.4 (d).
12. Establishing a review committee at district level in accordance with Para 4.13
13. Setting up a quality monitoring system as per Para 4.14
14. In accordance with Para 4.6:
  - (a) Mechanism to ensure release of funds to the PRI/ULBs within 15 days.
  - (b) Paying penal interest to PRI/ULBs as per RBI bank rate in the case of delay.
15. Audit of the funds in accordance with Para 4.12:
  - (a) Completing Audit as per norms
  - (b) Action on the salient Observations made in the Audit Report.
16. System for social Audit and its operationalization as per Para 4.15:
  - (a) Guidelines issued or not
  - (b) Follow up mechanism on Social Audit Reports
17. Whether the Capacity Building (CB) Plan adequately covers the various components of the NCBF.
18. Physical and Financial Progress of the activities against the approved Plans.
19. Using PRIASoft for accounting function of PRIs including the suggestions on further improving the package.
20. Reviewing implementation of e-Panchayat Mission Mode Project.