

**National Rural Roads Development Agency**  
**Ministry of Rural Development, Government of India**

**Agenda for the 16<sup>th</sup> Meeting of the General Body scheduled for 30<sup>th</sup> July, 2012**

<b>Item No. 1</b>	<b>Confirmation of the proceedings of the 15<sup>th</sup> meeting of the General Body held on 28<sup>th</sup> January 2012.</b>	
	<p>Proceedings of the previous meeting held on 28<sup>th</sup> January 2012 are placed at <b>Appendix-I</b>.</p> <p><b>Action taken on the Minutes is as follows:</b></p>	
	<i>Item No. 1</i>	<p><b>Confirmation of the proceedings of the 15<sup>th</sup> meeting of the General Body.</b></p> <p>No further action is called for.</p>
	<i>Item No. 2</i>	<p><b>Approval of Revised Estimates 2011-12 and Budget Estimates 2012-13.</b></p> <p>Expenditure incurred during the year 2011-12 was within the overall allocated budget (Statement of the expenditure incurred during 2011-12 is placed at <b>Appendix-II</b>).</p>
	<i>Item No.3</i>	<p>The Committee, under the chairmanship the then AS&amp;FA, MoRD with DG, NRRDA and 2 Directors of NRRDA as its members, constituted by General Body for examining the proposal for creation of 11 additional posts to look into all the aspects including the technical and professional needs of NRRDA and the manner in which these posts could be filled up held its meetings on 12<sup>th</sup> and 26<sup>th</sup> March, 2012. The Committee resolved to recommend the proposal to Ministry of Finance for their concurrence. Accordingly, with the concurrence of IFD, MoRD a proposal for creation of 11 additional posts in NRRDA has been sent by MoRD to Ministry of Finance on 31<sup>st</sup> May, 2012. Their approval is awaited.</p>
	<i>Item No.4</i>	<p><b>a) Proposal for rationalization of service terms &amp; conditions of deputation in NRRDA.</b></p>

		<p><b>b) Proposal for fixed consolidated service fee to be paid to support staff to be engaged through a fresh manpower service provider w.e.f. 1.4.2012.</b></p> <p><b>(c ) Proposal for rationalization of terms and conditions of retired Government servants engaged in NRRDA on contract basis.</b></p> <p>A separate Agenda Item (No. 4) containing the action taken and proposals in this regard is being submitted before the General Body.</p>
	<i>Item No.5</i>	<p><b>Any other items with the permission of chair.</b></p> <p>(I) A Workshop was held on 18<sup>th</sup> February, 2012 on “Non –Conventional Materials/ Technologies” at CRRI, New Delhi. Hon’ble Minister, Rural Development had graced the occasion.</p> <p>Around 100-125 participants attended the workshop which included officials of Ministry of Rural Development, officials of NRRDA, State officials of Chief Engineers rank, along with two Senior Engineers of the State, Coordinators/ Members of State Technical Agencies (reputed institutes IITs/ NITs) and other experts, There were presentations from Experts of CRRI, IITs/ NITs, National Jute Board, National Coir Board and other research Institutes on the various materials which have been used under PMGSY on Pilot basis under Research and Development. Also some of the material manufactures / suppliers (materials accredited by IRC) made presentations on their technologies for use on pilot basis.</p> <p>Minutes of the workshop are already uploaded on the PMGSY website.</p> <p>The draft guidelines on technology initiatives have been prepared by the group of experts headed by Shri D.P. Gupta and circulated among the members for final comments. The draft modified guidelines incorporating the comments will be put up for approval from Ministry.</p> <p>(II) Meetings with Secretaries/CEO of SRRDAs have been held in UNNATI in the month of April/May 2012</p>

**Item No.2****Adoption of the Audited Accounts of NRRDA for the year 2011-12.**

Rule 21 (c) (iii) of the NRRDA Rules and Regulations provides that the Executive Committee prepares, inter-alia, the Accounts of the Society for the consideration of the General Body. Accordingly, the Annual Accounts of NRRDA for the year 2011-12 have been compiled and got audited from Chartered Accountants - M/s. Rawla & Co., appointed for the purpose (**Appendix-III**).

The salient features of the Accounts are:

- During the year, the opening balance was Rs.6.26 crore (*including Rs.1.26 crore for e-Procurement*) and MoRD further released a total grant of Rs.3,532.50 crore making the total of Rs. 3,538.76 crore available with NRRDA, out of which expenditure of Rs.3524.43 was incurred which included Rs. 3514.14 Crore towards debt servicing ( paid to NABARD towards interest and principal amount of the loan). Details of the receipt and expenditure incurred during the year for various activities are as below:-

Sr. No.	Purpose	Amount (in crore of rupees)	
		Receipts	Payments
1.	For re-payment of loan to NABARD	2,400.00	2,400.00
2.	For payment of interest to NABARD	1,120.00	1,114.14
3.	For expenditure of NRRDA for upkeep of office	12.00	8.53
4.	e-Procurement	0.50*	1.76

\* In addition, OB of Rs. 1.26 crore also available for the purpose.

**Major Audit observations:**

- Office accommodation of Rs.7.88 crore is yet to be registered by the Land Development Officer, Ministry of Urban Development, New Delhi. Registration of office accommodation is pending with Land and Development Officer, Ministry of Urban Development, New Delhi. This is being pursued with NBCC from whom the accommodation was purchased.
- Advance Payments are outstanding due to non receipt of utilization certificate / related Bills amount to Rs. 56.18 lakh.

	<p>Amount of outstanding advance has increased marginally by Rs.12.29 lakh from the previous year of Rs.43.89 lakh. This is due to the following reasons :-</p> <ul style="list-style-type: none"> <li>(i) Advance of Rs.14.94 lakh was given to Indian Roads Congress for publishing Manual. The printed copies have been received in the month of May, 2012 but adjustment bill is yet to be received.</li> <li>(ii) Utilisation Certificates amounting to Rs.5 lakh for the advance given to NITHE for various batches is outstanding and is being pursued regularly.</li> <li>(iii) An amount of Rs.0.77 lakh was paid to Dr. D.T. Thube, Director (P-III) as Transfer TA advance in the month of March, 2012 at the time of repatriation. TA adjustment bill has been received from the officer and is being examined separately.</li> </ul> <p>The other advances are regularly being pursued for early settlement of the advances. The other observations are not of any material value and do not have any direct impact on the Accounts.</p> <p>The audited Accounts together with the Audit Report and ATR thereon were placed before the Executive Committee of the NRRDA in its 26<sup>th</sup> Meeting held on 5<sup>th</sup> July, 2012. The Executive Committee resolved to place these before the General Body for adoption.</p> <p>The General Body is requested to consider the Audited Balance Sheet, Income and Expenditure Statement and Receipt and Payment Account and adopt the same.</p>
<b>Item No3</b>	<b>Approval of Annual Report of NRRDA for the year 2011-12.</b>
	<p>The Draft Annual Report for the year 2011-12, placed at <b>Appendix-IV</b>, was placed before the Executive Committee of the NRRDA in its 26<sup>th</sup> Meeting held on 05<sup>th</sup> July, 2012. The Executive Committee has recommended the Annual Report for placing it before the General Body in its next meeting.</p> <p>The draft Annual Report for the year 2011-12 is submitted for consideration and approval of the General Body.</p>
<b>Item No.4</b>	<b>Rationalization of terms and conditions of deputation and retired employees engaged on contract basis and fixation of consolidated service fee to support staff.</b>

	<p>An Agenda item for rationalization of terms and conditions of deputation and retired employees engaged on contract basis and fixation of consolidated service fee to support staff was submitted to the General Body in the last meeting held on 28<sup>th</sup> January 2012. The General Body approved the proposals in principle and constituted a Committee under the chairmanship of the then AS&amp;FA with DG, NRRDA and two Directors of NRRDA including Director (F&amp;A) being the other members for recommending refinements in the proposals for making the service terms and conditions more attractive to enable NRRDA to get more qualified and professionally experienced people.</p> <p>The AS&amp;FA Committee met twice on 12<sup>th</sup> and 26<sup>th</sup> March, 2012. The Committee taking into consideration the observations of IFD on the proposals that had been received by then and other relevant facts including the relevant provisions of General Financial Rules, 2005 recommended as below:</p> <p><b>(a) <u>Deputation</u></b></p> <p>The proposal containing parity of terms and conditions of deputation with NHA1 and other incentives like additional increments to more professionally qualified persons may be sent to IFD for financial concurrence. Executive Committee has been apprised of the status in its 26<sup>th</sup> meeting held on 5<sup>th</sup> July 2012.</p> <p>The IFD while concurring with the proposals has put a ceiling of Rs. 4000/- on the 10% Deputation (Duty) Allowance [at present no such ceiling has been provided in the NRRDA (Regulation of Pay &amp; Allowances) Bye-Laws, 2004].</p> <p><b>(b) <u>Support Staff</u></b></p> <p>(i) The existing practice of obtaining support staff through a service provider at a pre-decided fee structure be continued, (ii) suitable proposals for payment of fixed consolidated service fees based on All India Consumer Price Index (AICPI) may be sent to IFD for concurrence, (iii) the provision of hitherto admissible special fee to some of the support staff may be dispensed with, and (iv) OTA at the hourly rate of normal wage per day up to a maximum of 100 hours in a month may be allowed to staff engaged on overtime.</p>
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**(c) Retired Employees**

Considering the inadequacy of the responses being received against advertisements for deputation and the professional needs of NRRDA for its smooth functioning and to make it a more professionally viable organization, the retired employees may be engaged in two categories, namely consultants and generalists [AD/DD etc.] in the ratio of 50:50, in due course of time, as under for which suitable proposals may be sent to IFD, MoRD for concurrence:

**Consultants**

Retired employees possessing high professional skills in the road sector to be engaged on specific jobs requiring conceptualization of new approaches, framing of policies/ guidelines, quality monitoring etc. in the case of technical/ project areas. For Finance and Administration, retired employees having experience in works accounting on double entry basis, statutory audit, internal audit with IT and administration background need to be engaged as consultants at an appropriate level (Level I, II & III) who may be paid handsomely between ₹ 25,000 and ₹45,000/- according to their professional competencies to be decided by a Selection Committee based on the pre-decided criteria.

**AD/DD etc.**

Retired employees for performing routine nature of work in Technical/ Projects and Finance & Administration Divisions who may be paid remuneration as per the MoRD's criteria of engaging employees on contract basis.

The Committee further recommended that the existing retired employees, based on merits, may continue for another one year even though their age may be high.

Accordingly, two proposals, one in respect of fixation of consolidated service fee to support staff and the other regarding terms and conditions for engagement of retired employees on contract were submitted to IFD for concurrence. The IFD concurred with both the proposals with modification in the criteria for determination of consolidated monthly remuneration of generalists (AD/ DD etc.) as below:

"Consolidated monthly remuneration will be fixed by deducting pension before commutation from the last pay and grade pay drawn on the date of retirement plus Dearness Allowance as admissible on the date of fresh/renewed engagement in NRRDA on contract basis on the balance so arrived at. However, in the case of retired employees

	<p>presently engaged on contract basis in NRRDA, if their current consolidated monthly remuneration is higher than the sum so arrived at, they would continue to get that higher amount till the date of expiry of their current term of contract."</p> <p>The Executive Committee in its last (26<sup>th</sup>) meeting held on 5<sup>th</sup> July 2012 has recommended the proposals for revising the consolidated monthly fee to support staff and service terms &amp; conditions of retired employees engaged by NRRDA on contract basis, as recommended by AS&amp;FA Committee and concurred by IFD/MoRD for being placed before the General Body for approval.</p> <p>The following three proposals are accordingly submitted before the General Body for approval:</p> <p>(a) Service terms and conditions of deputation in NRRDA (<b>Appendix-V</b>)</p> <p>(b) Fixed consolidated service fee to be paid to support staff engaged through a fresh manpower service provider (<b>Appendix-VI</b>)</p> <p>(c) Terms and conditions for engagement of retired employees on contract by NRRDA (<b>Appendix-VII &amp; Appendix-VIII</b>).</p> <p>The proposed rationalization of the terms and conditions in respect of deputation and engagement of retired employees on contract and fixed consolidated service fee to support staff may be made effective from the date of approval by the General Body.</p>
<b>Item No.5</b>	<b>Ratification of amendments in "Honorarium and TA Bye Laws for NQMs 2006"</b>
	<p>Presently the National Quality Monitors (NQMs) engaged for inspection of road works under PMGSY perform the following functions:</p> <ol style="list-style-type: none"> <li>1. Inspection of road works at random with particular reference to quality.</li> <li>2. Uploading of abstracts of quality grading in OMMAS.</li> <li>3. Uploading of digital photographs (atleast 10) of each work in OMMAS.</li> </ol> <p>In order to have extra value addition from the visit of NQMs, it has been decided to entrust the following functions also:</p> <ol style="list-style-type: none"> <li>1. Verification of entries of the PIU vouchers in OMMAS.</li> <li>2. Brief PIU staff about the proper use of material used in the construction of roads to ensure good quality road works.</li> </ol>

	<p>Further, it is also planned to utilize the services of the NQMs for use of hand-held devices for uploading the geo-referenced photographs with reference to quality of road works.</p> <p>In view of the increase in the scope of work of NQMs, it has been decided to revise the existing rates of Honorarium &amp; other allowances with effect from 1<sup>st</sup> July, 2012 as per details given below:</p> <table><tr><th>S.No</th><th>Item</th><th>Bye-laws No.</th><th>Existing Rates w.e.f 01.09.2010</th><th>Revised Rates w.e.f. 01.07.2012</th></tr><tr><td>1.</td><td>Honorarium for each day of inspection/ duty in NRRDA office</td><td>12</td><td>Rs. 2000/-</td><td>Rs. 3500/-</td></tr><tr><td>2.</td><td>Daily allowance</td><td>7</td><td>Rs. 400/- per day</td><td>Rs. 500/- per day</td></tr><tr><td>3.</td><td>Lodging charges</td><td>8</td><td>Principal cities Rs. 2500/- other cities Rs. 1,200/- subject to production of receipts.</td><td>Principal cities Rs. 3500/- other cities Rs. 2500/- subject to production of receipts.</td></tr></table> <p>The proposal has been concurred by IFD of the Ministry of Rural Development.</p> <p>The Executive Committee in its meeting held on 05<sup>th</sup> July, 2012 has also approved the same. The General Body may kindly ratify the same.</p>	S.No	Item	Bye-laws No.	Existing Rates w.e.f 01.09.2010	Revised Rates w.e.f. 01.07.2012	1.	Honorarium for each day of inspection/ duty in NRRDA office	12	Rs. 2000/-	Rs. 3500/-	2.	Daily allowance	7	Rs. 400/- per day	Rs. 500/- per day	3.	Lodging charges	8	Principal cities Rs. 2500/- other cities Rs. 1,200/- subject to production of receipts.	Principal cities Rs. 3500/- other cities Rs. 2500/- subject to production of receipts.
S.No	Item	Bye-laws No.	Existing Rates w.e.f 01.09.2010	Revised Rates w.e.f. 01.07.2012																	
1.	Honorarium for each day of inspection/ duty in NRRDA office	12	Rs. 2000/-	Rs. 3500/-																	
2.	Daily allowance	7	Rs. 400/- per day	Rs. 500/- per day																	
3.	Lodging charges	8	Principal cities Rs. 2500/- other cities Rs. 1,200/- subject to production of receipts.	Principal cities Rs. 3500/- other cities Rs. 2500/- subject to production of receipts.																	
<b>Item No.6</b>	<b>ATR on McKinsey Report</b>																				
	<p>To make NRRDA a more professionally efficient, vibrant and responsive organization by strengthening it technically and managerially to meet the future challenges, a review of implementation of PMGSY and functioning of NRRDA was conducted by M/S McKinsey &amp; Co. The findings and recommendations of the consultants were submitted by the consultant in their discussion document titled “NRRDA: Gearing up for the future” Annexure-II. For discussing the findings, a Committee under the chairmanship of Secretary, DoLR was constituted. The other</p>																				



	<p>members of the Committee are AS &amp; FA, MoRD, New Delhi, Joint Secretary(RC), MoRD, New Delhi, Secretary General, IRC, New Delhi, Director, CRRI, New Delhi, All Directors NRRDA, All Directors, MoRD, A Representative of NIC as nominated by Secretary (RD).</p> <p>First meeting of the Committee was held on 1<sup>st</sup> December 2011 in the Committee Room of Deptt. of Land Resources wherein the power point presentation was made by M/s McKinsey &amp; Co. which was chaired by Secretary, DoLR and attended by, inter alia , AS&amp;FA, MoRD, Director, CRRI, Representatives of IRC and NIC, all Directors of Ministry. The findings were discussed and M/s McKinsey proposed to revise their findings in the light of the discussion held.</p> <p>The revised power point presentation on preliminary findings was made on 9<sup>th</sup> January 2012 before the Committee chaired by Hon'ble Minister of Rural Development wherein Secretary (RD) was also present. Representatives of Assam, Bihar, Chattisgarh, Jharkhand, J&amp;K, Karnataka, Madhya Pradesh, Maharashtra, Odisha, , Rajasthan, and Uttar Pradesh States were also invited for seeking their views on the issues flagged in the presentation. A detailed discussion took place on the measures to strengthen NRRDA technically and professionally. Details of the recommendations, discussion and action taken on the recommendations are given at <b>Appendix-IX</b>.</p> <p>The Executive Committee was apprised of the action taken on the recommendations given in the Mckinsey Report in its last meeting held on 5<sup>th</sup> July 2012. The action taken report (<b>Appendix-X</b>) on the recommendations of the M/s Mckinsey is placed before the General Body for information.</p>
<b>Item No.7</b>	<b>Any other item with the permission of the Chair</b>

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