

SPECIAL URBAN WORKS PROGRAMME GUIDELINES

1.Objectives

- 1.1 The objective of the scheme is to generate wage employment through the creation of socially and economically useful public assets for the improvement of the social, economic and environmental conditions.
- 1.2 The scheme also seeks to involve the people and their representatives. At the grass roots level in the task of implementing the programme-projects of which should be cost-effective. The basic idea is to involve the people directly with the developmental programme of the state.

2. Nature of Works:

- 2.1 (i) The nature of works complemented comprise construction of roads, pathways, bridges, culverts, retaining walls, drains water supply improvement of water sources, construction of Community Halls and similar others works. It is also envisage to extent assistance towards upgradation of dwelling houses for people living below property line in the form of supply of three bundles of C/G/I sheets within a total ceiling of ₹10,000.00 per beneficiary.

Ordinarily, a typical scheme under this programme should cost more than ₹5.00 lakhs and should not be of a highly technical nature. Technical approval of the Director of Urban Affairs will be required for schemes of construction of R.C.C buildings, culverts and retaining walls.

(ii) The proposal for procurement of vehicles, materials and equipments etc., require for community use will also be considered under Special Urban Works to create socially and economically useful assets. The vehicles, materials and equipments shall however be used for community interest only. A written commitment to bear the cost of operation/maintenance of the assets shall have to be furnished by the Beneficiary/Organization before the proposal is approved. There shall be no claim for maintenance charges for the assets procured for the Beneficiary/Organization under the programme.

- 2.2. The works to be undertaken as specified above have a large labour component. It is proposed to involve community participation for construction of these public assets.
- 2.3 The material labour ratio to be adopted for these schemes is 70:30. The wages are to be based on approved rate of the Government.

3. Area of Operations:

- 3.1 There are 4(four) Urban Constituencies, i.e Laban, Mawkhar, Jaiaw. 6(six) Constituencies are partly Urban and partly Rural, they are Jowai, Malki-Nongthymmai, Laitumkhrah, Williamnagar, Tura and Baghmara. The schemes will be in operation in these constituencies only.

4. Project Appraisal and Sanction:

- 4.1 The projects under the programme shall be approved by the Minister-in-charge Urban Affairs.

5. Implementing Agency:-

- 5.1 The Urban Affairs Department is the Nodal and Administrative Department for implementation of the programme. The Schemes shall be drawn by the people and their representatives on the basis of the felt needs of the area and active involvement of people and submit the same to the respective local bodies.
- 5.2 The local body shall ensure that appropriate estimates are drawn up and that the construction activity is technically sound and does not endanger life and property and submit the same to the Committee for approval
- 5.3 While formulating the schemes, care should be taken to avoid duplication and to ensure that the accountability for public funds is not diluted.
- 5.4 The Urban Affairs Department shall draw up schemes for implementation under the programmes, on the basis of felt need of the people and by securing the involvement of the people in a de-centralized manner as envisage of the objectives for the implementation of the scheme.
- 5.5 The Department shall avoid formulation of very small schemes as far as possible so that lasting assets are created for the Community.

6. Modalities of Implementation:

- 6.1 The implementation of the schemes under the Special Urban Works Programme would be through direct participation of the people and not through contractors. The main objective is the involvement of people without middleman through their representative in the analysis and selection of employment oriented activities in the municipal areas. The Municipal Boards of the State shall implement the schemes directly through people's involvement at the grass roots' level. The advance to the

representatives will be released in three (3) instalments at the rates of 30.30.40. The 1st installment is at the initial state of the work. The 2nd installment will be released only when the 1st installment has been accounted for. The 3rd instalment will be released only when the Competent Authority has given the completion certificate of the work so undertaken.

- 6.2 The Schemes are to be identified by the concerned representative of each Constituency and proposals are to be submitted by them to the Department of Urban Affairs.

7. Financing Pattern

The allocation of the State funds for the programme among different areas of Shillong and the Municipalities would be based on the felt needs of the area as projected by the representatives and on population of the area.

- Clause 2.1 as amended and approved vide letter No.UAU.47/98/Pt/122, dt.14.12.1999.
- New para added and approved vide O.M . No. UAU.50/99/42, dt.13.8.2002.
- Clause 3.1 as amended and approved vide letter No Nil, st.28.07.2003.
- Clause 4.1. as amended and approved vide O.M No.UAM.50/99/28, dt.27.1.2001.
- Clause 6.1 as amended and approved vide letter No.Nil, dt.28.07.2003

DRAFT AMENMENTS TO THE GUIDELINES-SPECIAL URBAN WORKS PROGRAMME

Sub-section 2.1 Shall be substituted by the following:

“The nature of works contemplated relate to the construction of roads, pathways bridges, culvert, retaining wall drainage, improvement of water works, community halls and other related works. The project should not be highly technical in nature and the cost of the projects should be less with people’s involvement. Technical approval of the Urban Affairs Department would be needed for schemes involving construction of Building, Bridges, Culverts and Retaining Walls only”.

Sub-section 3.1 Shall be substituted by the following:

“There are four Urban Constituencies, i.e Laban, Mawkhar, Mawprem and Jaiaw. Six Constituencies are partly urban and partly rural they are, Jowai, Malki-Nongthymmai, Laitumkhrah, Williamnagar, Tura and Baghmara. The schemes will be operation in these constituencies only”

Sub-section 6.1 Shall be constituted by the following:

“The implementation of the schemes under the Special Urban Works Programme would be through direct participation of the people and not through contractors. The main objective is the involvement of people without middleman through their representative in the analysis and selection of employment oriented activities in the Municipal areas. The Municipal Boards of the state shall implement the schemes directly through people’s involvement at the grass-roots’ level. The advance to the representatives will be released in three (3) instalments at the rates of 30.30.40. The 1st installment is at the initial state of

the work. The 2nd installment will be released only when the 1st installment has been accounted for. The 3rd instalment will be released only when the Competent Authority has given the completion certificate of the work so undertaken.

GOVERNMENT OF MEGHALAYA
URBAN AFFAIRS DEPARTMENT

OFFICE MEMORANDUM

No.UAU.50/99/28,

Dated Shillong, the 27th January, 2001

AMENDMENT OF THE GUIDELINES FOR IMPLEMENTATION OF SPECIAL
URBAN WORKS PROGRAMME:

The Guidelines for formulation, approval, sanction and implementation of the Special Urban Works Programme stands amended to the existing Para 4.1 as follows:-

Sub-section 4.2 (will not read) – “The Projects under the Programme shall be approved by the Minister in-charge Urban Affairs”.

Sd/-
(Shri. A. Som)
Secretary to the Govt. of Meghalaya
Urban Affairs Department.

Memo No.UAU.50/99/28-A,

Dated Shillong, the 27th January, 2001

Copy forwarded to:-

1. The Director, Urban Affairs.
2. All M.L.A's.
3. P.S to the Chief Minister for kind information of the Chief Minister.
4. P.S to Minister incharge Urban Affairs.
5. P.S. to Chief Secretary, Meghalaya, Shillong.

6. All Principal Secretary/Commr. & Secy./Secretary.
7. Planning Department vide their I/D No.1875, dt.16.3.2000
8. Finance (E&I) Department, vide their I/D No.FC(I)775/2000 dt.31.3.2000
9. All Chief Executive Officer for information.
10. The Director, Printing & Stationery, Meghalaya Shillong with a request to publish this office Memorandum in the Gazette and to furnish this Department 200 copies thereof.

By order etc.

Secretary to the Govt. Of Meghalaya
Urban Affairs Department.