

राजस्थान सरकार
ग्रामीण विकास एवं पंचायती राज विभाग
(अनुभाग-3, महात्मा गांधी नरेगा) शासन सचिवालय, जयपुर



क्रमांक:-एफ 10(6)ग्रावि/नरेगा/जेटीए/2010

जयपुर, दिनांक : 17 SEP 2016

जिला कार्यक्रम समन्वयक, ईजीएस
एवं जिला कलक्टर,
जिला समस्त राजस्थान

विषय:- महात्मा गांधी नरेगा योजनान्तर्गत संविदा पर कनिष्ठ तकनीकी सहायक के रिक्त पदों को भरने के क्रम में

महोदय,

उपरोक्त विषयान्तर्गत लेख है कि वित्त विभाग के परिपत्र क्रमांक प-1(4) वित्त/नियम/2011 दिनांक 29.04.2011 एवं 17.06.2011 द्वारा संविदा पर नियुक्ति पर प्रतिबन्ध लगा दिया गया था। साथ ही वित्त विभाग द्वारा योजनान्तर्गत केवल कार्यरत पदों की ही समयवृद्धि 28.02.2017 तक बढ़ाये जाने के साथ ही योजना के रिक्त पदों को भरने पर प्रतिबन्ध लगा दिया गया था।

महात्मा गांधी नरेगा योजना के प्रभावी क्रियान्वयन एवं प्रबन्धन साथ ही कार्यों की गुणवत्ता बनाये रखने हेतु उक्त ओदशों में शिथिलता प्रदान करते हुये 550 कनिष्ठ तकनीकी सहायक महात्मा गांधी नरेगा योजना के दिशा निर्देशानुसार दिनांक 28.02.2017 तक वित्त विभाग के परिपत्र दिनांक 27.06.2014 के निर्देशानुसार संविदा पर लिये जाने की सहमति निम्न शर्तों के अनुसार प्रदान की गई है-

1. विभाग वास्तविक आवश्यकता के अनुसार ही कनिष्ठ तकनीकी सहायक संविदा पर रखेगा।
2. विभाग प्रशासनिक व्यय निर्धारित सीमा में किया जाना सुनिश्चित करेगा।
3. भारत सरकार के दिशा निर्देश दिनांक 21.08.2014 में दी गयी संलग्न शर्त संख्या-3(bvc) की पूर्ण पालना करेगा।

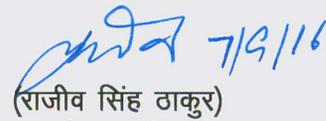
भारत सरकार के दिशा निर्देश दिनांक 21.08.2014 में दी गयी संलग्न शर्त संख्या-3(bvc) अनुसार तकनीकी सहायकों को कुशल कामगारों के रूप में सामग्री मद की अलग से 1 प्रतिशत निर्धारित राशि से मानदेय का भुगतान किया जावेगा। इस हेतु कार्यों के तकमीने में पृथक से प्रावधान किया जाना है।

संलग्न परिशिष्ट-1 के कॉलम संख्या 5 के अनुसार कनिष्ठ तकनीकी सहायक के पदों को संविदा पर भरने की स्वीकृति उपरोक्त शर्तों के अनुसार प्रदान की जाती हैं। इस सम्बन्ध में यह भी सुनिश्चित करें कि जिले में स्वीकृत पदों से अधिक किसी भी परिस्थिति में कनिष्ठ तकनीकी सहायक कार्यरत ना हो। कनिष्ठ तकनीकी सहायक के रिक्त पद को केवल सिविल अभियान्त्रिकी में डिग्री या डिप्लोमाधारी तथा कृषि ईजीनियरिंग में बीई या बीटेक डिग्रीधारी अभ्यर्थियों से ही पूर्ण पारदर्शिता से भरा जावे।

यह स्वीकृति वित्त विभाग की अन्तर्विभागीय टीप क्रमांक 101602922 दिनांक 10.08.2016 द्वारा प्रदत्त सहमति के अनुसरण में जारी की गई है।

संलग्न:- उपरोक्तानुसार

भवदीय


(राजीव सिंह ठाकुर)

शासन सचिव ग्रामीण विकास

प्रतिलिपि:- निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है-

1. निजी सचिव, प्रमुख शासन सचिव, ग्रामीण विकास एवं पंचायतीराज विभाग।
2. निजी सचिव, शासन सचिव, ग्रामीण विकास।
3. निजी सचिव, आयुक्त, महात्मा गांधी नरेगा।
4. अतिरिक्त आयुक्त प्रथम, ईजीएस
5. अति. जिला कार्यक्रम समन्वयक, ईजीएस एवं मुख्य कार्यकारी अधिकारी जिला परिषद समस्त राजस्थान।
6. अधिशाषी अभियन्ता, ईजीएस, जिला परिषद समस्त राजस्थान।


अतिरिक्त आयुक्त प्रथम, ईजीएस

Allocation of JTA's

SR No.	District Name	Total Sanction post	filled post	Total available post (0.815138)	to be filled (5-4=6)
1	2	3	4	5	6
1	AJMER	53	38	43	5
2	ALWAR	94	29	77	48
3	BANSWARA	103	39	84	45
4	BARAN	43	30	35	5
5	BARMER	127	75	104	29
6	BHARATPUR	74	39	60	21
7	BHILWARA	77	48	63	15
8	BIKANER	73	39	60	21
9	BUNDI	36	26	29	3
10	CHITTORGARH	58	41	47	6
11	CHURU	50	36	41	5
12	DAUSA	45	16	37	21
13	DHOLPUR	31	15	25	10
14	DUNGARPUR	79	54	64	10
15	HANUMANGARH	50	35	41	6
16	JAIPUR	98	40	80	40
17	JAISALMER	43	21	35	14
18	JALORE	53	26	43	17
19	JHALAWAR	50	28	41	13
20	JHUNJHUNU	58	20	47	27
21	JODHPUR	68	45	55	10
22	KARAUJI	45	22	37	15
23	KOTA	31	20	25	5
24	NAGAU	92	59	75	16
25	PALI	64	39	52	13
26	PRATAPGARH	48	19	39	20
27	RAJSAMAND	41	26	33	7
28	SAWAI MADHOPUR	39	25	32	7
29	SIKAR	66	33	54	21
30	SIROHI	34	17	28	11
31	SRI GANGANAGAR	64	45	52	7
32	TONK	46	23	37	14
33	UDAIPUR	128	62	104	42
Total		2061	1130	1680	550

an



No. J-1011/18/2007-MGNREGA
Government of India
Department of Rural Development
(Mahatma Gandhi NREGA Division)

Krishi Bhavan New Delhi
Dated 21st August 2014

To
The Spl CS/ Prl Secretaries/Secretaries Rural Development (in charge of
MGNREGA)

**Subject: Provision for payment of technical assistants/barefoot engineers
from the skilled wage (material) component of the work.**

Dear Madam/Sir,

In accordance with the current focus of the Government to improve the quality of works being taken up under MGNREGA, several measures have already been initiated such as undertaking intensive planning and bringing in outcome orientation in work planning and execution.

2. The States were asked to engage technical personnel (core staff) defined in the directive issued on 25th October 2013 expending the amount as part of the administrative costs. However it has been noticed that many of these positions are still vacant either due to the shortage of suitable manpower or shortage of funds under the head of Administrative costs.

3. Therefore, with a view to overcoming this problem and ensuring adequate availability of funds for filling up all positions of the technical manpower, it has now been decided to issue the following guidelines:

- a) All positions of Technical Assistants / barefoot engineers @ one for every 2,500 active job cards shall necessarily be filled by the State Governments.
- b) The cost of technical assistants/barefoot engineers is allowed to be met from the skilled wage (material) component of the works.
- c) For this purpose, suitable provision shall be made in every work estimate, and the amount shall be credited in the account from which remuneration for these functionaries is paid.

5. These guidelines will be effective from 1st October 2014.

Yours faithfully


(R. Subrahmanyam)
JS, MGNREGS (RE-I)

**GOVERNMENT OF RAJASTHAN
FINANCE DEPARTMENT
(Rules Division)**

No. F.1 (4)FD/Rules/2011 Pt. II

Jaipur, dated: 27 JUN 2014

All Additional Chief Secretaries/
Principal Secretaries/
All Secretaries to Government of Rajasthan

Circular

Sub :- Appointments of persons on Contract on Fixed Remuneration for Services in State Government Agencies for External Aided Projects/ Centrally Sponsored Schemes/ State Government Schemes etc.

The State Government undertakes departmental schemes/projects for social and economic development as welfare State. Most of these projects/schemes are implemented through specific agencies/undertakings corporations etc. which are not governed by service rules in Government for regulating civil appointments in Government. By their very nature the development schemes undertaken by the government are usually of shorter/medium periods. Developmental priorities of the government and development strategy/ technology also keep on changing requiring different skill sets and competences etc. Most of the developmental schemes/projects also require skill/ experience in social/ economic sector which are available in the non-government sector and are not exclusive to the Government. Therefore, State Government needs to allow such posts to be filled on contract in societies and autonomous organizations.

2. To facilitate hiring the specific services on direct contract a standard contract document along with clarificatory instructions was issued vide FD Circular No. F.1(15)FD(Rules)/2002, dated 09/01/2007. Subsequently the provision of maternity leave period for female contractual employees was increased to 180 days from two months period vide FD Circular No. F.1(6)FD(Rules)/2007, dated 19/06/2009. The main terms and conditions of such contract appointments are at Annexure-'A'.
3. The circulars / orders issued for contractual appointments from time to time in societies/non-departmental organizations were, however, withdrawn vide circular of even number dated 29.4.2011.
4. The matter of contractual appointment has once again been examined and it has been decided to re-introduce contractual appointments on fixed remuneration for services in State Government agencies for External Aided Projects/ Centrally Sponsored Schemes/ State Government Schemes etc.

Annexure – A**The main terms and conditions of the Standard Contract documents.**

- (i) Contract shall be for fixed period only which may be extended by mutual consent thereafter.
- (ii) Appointee would be paid a consolidated package. The package amount would include the element of House Rent.
- (iii) The package amount based on quality and efficiency of service rendered in the preceding year may be revised for the ensuing year by the amount not exceeding 10% of preceding year's package amount.
- (iv) Leave upto 20 days only in a calendar year to be allowed.
- (v) Maternity Leave to female employee upto 180 days to be allowed.
- (vi) Medi-claim insurance policy upto rupees one lac. Premium upto Rs. 500/- per annum to be reimbursed on production of receipt.
- (vii) Gratuity payment as per provisions of Payment of Gratuity Act., 1972.
- (viii) Provision for Travel compensation.
- (ix) Provisions for Contributory Pension Scheme (10% of the consolidated amount by the employer and employee both).
- (x) Provisions for Accidental Insurance Scheme.

No other amount shall be payable to the first party other than compensatory allowances described later in this agreement and a contribution of Rs..... (representing 10% of the consolidated amount) as second party's contribution for the Contributory Pension Fund under the New Contributory Pension Scheme.

3. RAISING OF BILLS AND PAYMENT FOR SERVICES RENDERED

Monthly package amount shall be paid only on submission of monthly bill of service rendered to the satisfaction of second party or his/her authorized officer. First party will submit bill by the 5th of the following month and second party will arrange to make payment upto 15th of the following month.

4. OTHER TERMS AND CONDITIONS

As per Annexure-II

5. ANNUAL REVISION

Second party based on quality and efficiency of services rendered in the preceding year, may on its discretion, revise the consolidated package by an amount not exceeding 10% of preceding year's package amount for the ensuing year.

6. ACTION AGAINST FIRST PARTY

- (i) Any misconduct on the part of the first party, if proven, after an enquiry by second party, shall entitle second party to terminate services of first party.
- (ii) Any unauthorized or willful absence from duty for a period of 7 days would entitle second party to terminate contract without any notice.

7. TERMINATION OF CONTRACT

- (i) The contract can be terminated with notice of one month on either side or by depositing / paying one month's package / contract amount in lieu of notice.
- (ii) Second party or any authority approving contractual appointment with first party shall be competent authority for termination of contract.

ANNEXURE-I

JOB CHART OF ACCOUNTS ASSISTANT
(It is for example; it may change as per nature of job)

- (i) Maintenance of all prescribed registers/ formats;
- (ii) Preparation of detailed budget estimates of the project / programme;
- (iii) Checking all bills / vouchers as per guidelines / rules of the project / programme etc;
- (iv) Scrutiny of purchase cases;
- (v) Compilation and proper upkeep of the vouchers;
- (vi) Preparation of statements / returns in the prescribed format and ensure rendition of the same to the concerned authorities;
- (vii) Re-conciliation of income and expenditure statement with bank / other authorities with whom the accounts are maintained;
- (viii) Typing work on manual typewriter or word processor;
- (ix) Preparation of accounts on tally or other software as per requirement of the organization;
- (x) Preparation of compliance report of audit observations /objections raised by concerned auditing authorities;
- (xi) Other work as assigned by the controlling authority from time to time,

- (xiii) No bonus shall be payable to first party.
- (xiv) The first party shall get himself/herself covered under any accidental insurance scheme. For this purpose, first party can join the accidental insurance scheme from SI Department or opt for accident insurance coverage from any other insurance company for which an annual premium of Rs 500/- shall be reimbursed by the second party on production of receipt.
- (xv) No terminal leave shall be admissible on termination of the contract,
- (xvi) TDS on income, if due, shall be recovered from package payable to first party.
- (xvii) General conditions, ethics and observance :
 - a) The first party shall observe general satisfactory conducts and ethics at the level expected under orders / rules and instructions issued by higher authorities / second party.
 - b) The first party shall be non-transferable.
 - c) The first party will not accept any full time / part time employment or engage in any other work, business occupation or pursue any study course without the prior approval of the second party.
 - d) All manufacturing or construction departmental organizations/ consultancies etc., with which the first party might be associated with, will not be eligible to participate in bidding for any goods or works / consultancy etc. resulting from or associated with the project of which this first party assignment forms a part.
 - e) In case uniform / livery is compulsory, the first party will comply the instructions, for which no extra payment will be made by second party.