

**F. No. 3/11/2015-MsDP  
Government of India  
Ministry of Minority Affairs**

**11th Floor, Paryavaran Bhavan,  
C.G.O. Complex, Lodhi Road,  
New Delhi - 110003  
Dated: 29.09.2015**

**OFFICE MEMORANDUM**

**Subject: Minutes of the 104<sup>th</sup> meeting of the Empowered Committee held on 29.09.2015 under the Chairmanship of Secretary, Ministry of Minority Affairs to consider and approve the Multi-sectoral Development Programme Plans of Kerala.**

The undersigned is directed to forward herewith minutes of the above mentioned Empowered Committee meeting held on 29.09.2015 under the Chairmanship of Secretary (Minority Affairs) for information.



(U.K. Sinha)

Under secretary to the Govt. of India  
Telephone: 24364283

To:

1. Ministry of Finance, (Secretary, Department of Expenditure), North Block, New Delhi
2. Advisor (Social Sector), Niti Ayog, Yojana Bhawan, New Delhi
3. Secretary, Ministry of Women & Child Development, Shastri Bhawan, New Delhi.
4. Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.
5. Secretary, Ministry of Rural Development, Krishi Bhawan, New Delhi.
6. Secretary, Department of Drinking Water Supply, CGO Complex, New Delhi.
7. Secretary, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi.
8. Secretary, Department of Higher Education, Shastri Bhawan, New Delhi.
9. Secretary, Department of School Education and Literacy, Shastri Bhawan, New Delhi

**Copy for necessary action:**

1. Secretary, General Administration (Minority Welfare) Department, Govt. of Kerala, Secretariat, Main Block, Thiruvananthapuram-695001.

**F.No. 3/11/2015-MsDP  
Ministry of Minority Affairs  
Govt. of India**

**MINUTES OF THE 104<sup>th</sup> MEETING OF EMPOWERED COMMITTEE UNDER  
MULTI-SECTORAL DEVELOPMENT PROGRAMME HELD ON 29.09.2015  
UNDER CHAIRMANSHIP OF SECRETARY, MINISTRY OF MINORITY  
AFFAIRS.**

The 104<sup>th</sup> Meeting of the Empowered Committee (EC) for Multi-sectoral Development Programme (MsDP) was held on 29.09.2015, under the Chairmanship of Secretary, Ministry of Minority Affairs, to consider and approve the project proposals with regard to the Minority Concentration Blocks (MCBs) received from State Governments of Kerala. The officials from Ministry of Drinking Water Supply and NITI Ayog participated the EC in person. The officials from State Governments of Kerala( The Secretary and The Director of Minority Welfare Department and Collector of Wayanad Distric ) participated in the meeting through video conferencing. A list of officials present in the meeting in person or through video conference is annexed as annexure - II.

2. **Progress on website:** The progress of implementation of MsDP is reported on quarterly basis to the Delivery Monitoring Unit (DMU) in PMO (Prime Minister's Office) and the status of implementation of various projects in terms of funds released by the Ministry of Minority Affairs and utilized by the State/UT; number of works sanctioned, completed and works in progress is regularly monitored. These details and photographs of works are placed in the Ministry's website for transparency. State Governments/UT Administrations are required to review the implementation on quarterly basis; ensure that Central funds are released to the districts within one month of sanction; State share (wherever applicable) released along with the Central funds; ensure that the executing agencies start the construction works at the earliest, and complete the construction works within the scheduled period.

3. **Adhering to guidelines and eliminating duplication:** States/UTs should ensure that the proposals sent have the approval of the State Level Committee of MsDP / mission director of CSS concerned in order to ensure that the proposal, in terms of specification, norms, standards etc., is in accordance with the guidelines of the scheme concerned and that duplication has been ruled out. The responsibility for eliminating duplication of work and avoiding double counting of a scheme under two funding sources vested with both the district authority and the State Government. Accounts under MsDP should be maintained separately and Central Ministry concerned informed of assets created in respect of CSS topped up under MsDP.

4. The State was advised by the Empowered Committee to ensure that the catchment area of the assets created under MsDP have substantial minority population. Further the State would also ensure that the ownership of the asset created would be with the Govt/Govt body.

5. **Centrally Sponsored Scheme (CSS) guidelines:** MsDP provides that there would be no change in guidelines of any existing Centrally Sponsored Scheme (CSS) under implementation in such districts for which this programme would provide additional funds. In case schemes for individual benefits are taken up under the programme, there shall be no divergence from existing norms for selection of beneficiaries from the list of BPL families in the district, so that benefits from the additional funds flow to all BPL families and not selectively. However, the provision under Indira Awas Yojana (IAY) guidelines for making separate allocation for Scheduled Castes (SC) or Scheduled Tribes (ST) will not be followed under MsDP. The entire number of units sanctioned under MsDP would be given to BPL households, from minority communities as well as other communities, in order of the serial number in the approved wait list without making separate allocation for Scheduled Castes (SC) or Scheduled Tribes (ST).

5.1. **Anganwadi Centre:** Wherever Anganwadi Centre has been approved, it should be ensured to follow the norms of Ministry of Women and Child Development that the minimum area of AWC would be 600 sq. feet with a sitting room for children/women, separate kitchen, store for storing food items, child friendly toilets and space for children to play, with drinking water facility.

6. **Timely release of funds:** The sanction letters of the Ministry stipulate that funds should be released to the district/implementing agency within a month's time, but the States/UT have been generally taking much time in releasing funds to the district/implementing agency. State shares, wherever applicable, are not released along with

the Central funds by some States. Prompt release of funds was advised to ensure that works are started at the earliest.

7. **Utilisation Certificate:** For release of second installment, utilization certificate (UC) is required. If the UC is furnished within a period of one year after release by the Ministry, 60% UC would be required for releasing the next installment. However, if utilization is made beyond the period of a year, 100% utilization would be necessary. The UCs would need to be accompanied by QPR showing physical progress as proof of the work in progress. The Utilization Certificates of the 2<sup>nd</sup> and subsequent installment should also be submitted by the States/UTs to the Ministry.

8. **Sample testing and quality control:** Quality control was to be ensured through regular and frequent field visits and by testing samples of the construction work for which funds would be sanctioned by the Ministry on receipt of request from the State concerned. All the States/UTs were advised to carry out field visits, quality control tests and review all works under MsDP to ensure that the shortcomings do not take place in their State/UT.

9. **Inclusion of Members of Parliament in State and district level committees:** Members of Parliament (MP) and Member of Legislative Assembly (MLAs) have been included in the State and district level committees for implementation of the Prime Minister's New 15 Point Programme for the Welfare of Minorities which also serves as the committee for MsDP. MLAs are also to be nominated on the Committees by the State Government. It should be ensured that they are invited to attend the meetings of the district and State level committees.

10. **Display boards:** Para 16.1(ii) of the scheme of MsDP provides for a 'display board' which should have— Name of the project/scheme printed followed by "Multi-sectoral Development Programme (MsDP), Ministry of Minority Affairs, Govt. of India." For projects with longer construction period, in addition to above, the name of implementing agency, date of sanction of the project, likely date of completion and estimated cost of the project should be printed on the display boards. States/UT should ensure this and put up a permanent display on completion of each project.

11. **General conditions applicable to projects approved by the Empowered Committee**

For approvals given by the Empowered Committee, including in-principle approvals, the Principal Secretary/Secretary of State's/UTs and the District Collectors/representatives were advised to note that the following conditions would apply to all projects under MsDP. State Government/UT administration concerned should ensure that the following have been complied with:-

**Approval of the State department concerned/Mission Director** for Centrally Sponsored Scheme (CSS) concerned have covered the following –

- (a) **Need** for having the proposal sanctioned under MsDP.
- (b) **Duplication has been eliminated.**
- (c) Proposal is as **per norms, specifications, layout design, funding norms and cost norms of the CSS guidelines** concerned.
- (d) **Separate accounts for schemes under MsDP will be maintained** and details sent to the Central Ministry concerned for maintaining proper record of assets and avoiding double counting and duplication.
- (e) **Estimates have been prepared as per Schedule of Rates (SOR)** of the State Government and have been **approved by a competent engineering department** of the State Govt.
- (f) **Staff is available** for functioning unit or will be provided for new unit.
- (g) **Recurring expenditure** would be provided by the State Government.
- (h) **Land is available and/or will be made available by the State Government in villages/locations having the highest proportion (percentage) of minority population.**

12. **Review meetings of Oversight committee in State and district level committees:**

The scheme of MsDP envisages quarterly review meetings by the State and district level committees for implementation of the Prime Minister's New 15 Point Programme for the Welfare of Minorities which also serves as the review committees for MsDP. The State level committee also acts as the Oversight Committee for MsDP. Quarterly review meetings for State level committee/State Oversight Committee and district level Committee should be held and copy of the meeting notice should be sent to the Ministry to enable a representative

to attend State Level meetings as envisaged under MsDP. It should be ensured that Members of Parliament nominated in such Committees are invited to attend the meetings.

13. **Provision of toilets and bathrooms** : The EC emphasized that there should be adequate number of toilets and bathrooms and provision of water in the proposed projects.

14. The Chairman (EC) emphasized that the benefits accrued by the implementation of MsDP should go to the Minority Communities properly. Therefore, not only location of the assets in the areas having substantial minority population is important, but it is also equally important to see that the assets created are actually imparting benefits to the minorities. The State Governments were impressed upon to propose the locations of projects under MsDP accordingly.

(A) **Kerala**

The state Govt of Kerala has submitted project proposals for 4 MCBs in Wayanad district. The state Govt of Kerala submitted the following declaration with regard to the projects as per Appendix-II of the guidelines:-

- The land for all construction activities is available.
- It has been ensured that all locations proposed have atleast 25% minority population in its catchment area.
- The Cost estimates proposed for different works/projects are as per the standardized cost derived on the basis of norms/ design prescribed by the concerned Ministry for that particular work.
- It has been ensured that there is no duplication of the work with any Scheme of the Center /State Government and concerned Director/Mission Director has been consulted in this regard.
- The maintenance and recurring cost related with the projects will be borne by the concerned department of State Govt.
- The plan proposals has been approved by State level Committee (SLC) for 15 PP Programme.

The projects submitted mainly related to Education and Health. The State Govt has submitted that the variation in cost is due to variation in SOR depending on location and

conveyance. The State Govt submitted that, all the proposed constructions would be done in the existing schools. Some schools are very old and the building is in dilapidated condition. Therefore new class rooms would be constructed after demolishing the existing structure. Some schools have been upgraded and therefore new additional class rooms are being added. The construction would mainly be done on ground floor but wherever necessary first floor and second floor would also be constructed with stair case. Class rooms with 6X6 sqmtr, 9X6 sqmtr and 12X6 sqmtr with verandah have been proposed. All the proposed structure is concrete structure except for Govt High School at Cheeral, in Sultan Bathery block, where the roof would be CGI sheeted. The estimation has been done on actual basis.

The State Govt committed that they would obtain approval of NRHM for all the Health related projects.

The land and staffs for all the proposed assets are available, as intimated by the State Govt. The Implementing Agency of the project is Nirmithi Kendra of the district.

The EC considered the cost of the projects and reduced the amount of State taxes and Management charges from the total cost.

The EC decided to approve the following projects, subject to the terms and conditions mentioned hereinabove, and also decided to release the 1st installment of maximum upto 50% of the Central share for implementation of the projects so approved:

**Wayanad District : (a) Mananthavady Block**

S.No.	Name of projects	Sharing ratio	Unit	Unit cost	Central share	State Share	Total Cost	1 <sup>st</sup> installment
(Rs in lakh)								
1	Construction of Govt Lower Primary School, Palikkal (land: survey no 628/2. 1Acer, Edavaka village) 346.68 sq.mtr. 6 classrooms	65:35	1	43.27	28.12	15.15	43.27	14.06
2	Construction of Govt Lower Primary School, Korome, (land: survey no 605, 42 cent Thondernadu village) 451.2 sq. mtr 8 classrooms.	65:35	1	52.40	34.06	18.34	52.40	17.03
3	Construction of Govt Upper Primary School, (land, 261/18-11 acre 98 cent Mananthavadi) 352 sq. mtr. 6 classrooms.	65:35	1	43.27	28.12	15.15	43.27	14.06
4	Construction of Govt High School, Pulinjal Building (land survey no 1A1544, 2.12 cent) 352 sq. mtr. 6	75:25	1	43.27	28.16	9.39	37.54	14.08

	classrooms.							
5	Construction of Govt HSS, Tharuvana (land survey no 237/4-29 cent, 237/1-31 cent, 240/2-1 acre 40 cent, 240/4-1 acer.) 348.80 sq. mtr. 4 classrooms.	75:25	1	43.27	28.16	9.39	37.54	14.08
6	Construction of Govt HS, Thettamala Building (survey no 406/1A181B) in Kajirangad village) area 315.8 sqmtr .5 class rooms.	75:25	1	43.27	28.16	9.39	37.54	14.08
7	Construction of Govt HS, Mananthavadi (land survey no 261/1B-11 acre 98 cent) area 462.91 sq. mtr. 7 classrooms.	75:25	1	52.40	39.30	13.10	52.40	19.65
8	Construction of Govt Voctaional Higher Secondary School Mananathavady (land 261/1B- 11 acre 98 cent, area, 765.02 sq.mtr) 7 classrooms .	75:25	1	87.34	65.50	21.84	87.34	32.75
	<b>Total</b>				<b>279.58</b>	<b>111.75</b>	<b>391.30</b>	<b>139.79</b>

**(b) Sultanbathery Block:**

S.No.	Name of projects	Sharing ratio	Unit	Unit cost	Central share	State Share	Total Cost	1 <sup>st</sup> installment
								(Rs in lakh)
1	Construction of Govt high School, Cheeral- area 439.5 sq.m, 1 big hall with stair case on first floor.	75:25	1	34.98	26.24	8.74	34.98	13.12
2	Construction of Govt high School, Kalloor-class room building, area 263.23 sq.mtr, 3 class rooms.	75:25	1	25.97	19.48	6.49	25.97	9.74
3	Construction of Govt High School Ambalavayal, class room building, area 293.85 sq.mtr, 3 ACRs	75:25	1	34.98	26.24	8.74	34.98	13.12
4	Construction of Govt High School Nellarachal, class room building, area 246.48, 5 class rooms.	75:25	1	34.98	26.24	8.74	34.98	13.12
5	Construction of Govt LP School Kallumucku, area 104.16 sqmtr. (multipurpose/ conference hall)	65:35	1	17.32	11.26	6.06	17.32	5.62
6	Construction of Govt LP School Cheengavallom,	65:35	1	34.98	22.74	12.24	34.98	11.36



	class room building, area 249.64 sq.mtr, 4 ACRs.							
	Construction of New Govt Upper Primary School Kozhuavana, area 108.36 sq.mtr, 2ACR. Staff available	65:35	1	17.32	11.26	6.06	17.32	5.62
8*	Construction of Govt Hospital Meenangady- area 291.76 sq.mtr , 10 bedded ward- 2 no s with toilet facility nurses room, Pharmacy, Dining rooms	75:25	1	25.97	19.48	6.49	25.97	9.74
	<b>Total</b>				<b>162.94</b>	<b>63.56</b>	<b>226.50</b>	<b>81.44</b>

\*the block panchayat has already constructed a skeleton structure of the hospital from their own fund. The grant has been given to complete the hospital building.

**(c) Kalpetta Block**

S.No.	Name of projects	Sharing ratio	Unit	Unit cost	Central share	State Share	Total Cost	1 <sup>st</sup> installment (Rs in lakh)
1	Construction of Community Health Centre in Meppady-OP Block, area 517.4 sqmtr.	75:25	1	88.18	66.14	22.04	88.18	33.07
2	Construction of class rooms for HSS at Padinjarathara in Padinjarathara , area 703.92 sq.mtr, 14 class rooms .	75:25	1	88.18	66.14	22.04	88.18	33.07
3	Construction of class rooms for Govt Upper Primary School Kottanad in Meppadi, area 431.72 sqmtr, 7 Additional class rooms.	65:35	1	43.27	28.12	15.15	43.27	14.06
4	Construction of Govt Higher Secondary School Thariode-building, area 741.91 sq.mtr, 6 class rooms with retaining wall	75:25	1	51.27	38.45	12.82	51.27	19.22
5	Construction of Govt High School Karinjakunnu, area 682.36 sqmtr, 12 class rooms	75:25	1	88.18	66.14	22.04	88.18	33.07
6	Construction of Govt upper Primary School Pinangodu building, area 347.6 sq.mtr, 6 ACRs .	65:35	1	43.27	28.12	15.15	43.27	14.06
7	Construction of Govt Lower Primary School Kaillikeni building area 347.6 sq.mtr, 6 ACRs .	65:35	1	43.27	28.12	15.15	43.27	14.06
	<b>Total</b>				<b>321.23</b>	<b>124.39</b>	<b>445.62</b>	<b>160.61</b>

**(d) Panamarram Block**

S.No.	Name of projects	Sharing ratio	Unit	Unit cost	Central share	State Share	Total Cost	1 <sup>st</sup> installment (Rs in lakh)
1	Government Higher Secondary (land is available, survey no 441/1 (3.0640 hecter, in Panamaram village) area 1093.68 sq.mtr and 12 ACRs	75:25	1	130.90	98.18	32.72	130.90	49.08
2	Government Higher Secondary School (land, Survey no 157/4, 86/7 in Panamaram village) area 1749.24 sq.mtr and 21 ACRs in addition to old building.	75:25	1	176.51	132.38	44.13	176.51	66.19
3	Government Higher Secondary School, land 3 acres in Kaniyambetta village, area 947.52 sq.mtr and 12 CRs are to be constructed	75:25	1	130.90	98.18	32.72	130.90	49.08
4	Construation of Community Health Centre Pulpally (land survey no 358, 1A1A1A (1 acer land) in Pulpally village. Area 1319.49 sq.mtr	75:25	1	264.31	198.23	66.08	264.31	99.11
<b>Total</b>					<b>526.97</b>	<b>175.65</b>	<b>702.62</b>	<b>263.46</b>

**(B) Delinking of skill training projects of Cooch Behar district from other projects:-**

During 68<sup>th</sup> and 83<sup>rd</sup> EC meeting held on 16.07.2013 and 12.02.2014 the block plan Dinhat-I, Haldibari, and Tufanganj falling in Cooch Behar district of west Bengal were approved which included Skill Training projects as well as other infrastructural projects. 100% Utilization Certificate (UCs) of 1<sup>st</sup> installment of Rs 530.3725 lakh related to infrastrucral projects was submitted by Govt of west Bengal but, UCs of Rs 6.75 lakh related to Skill Training projects was not submitted as per the guidelines, the release of fund would be plan wise taking block/town as a unit. Different projects approved for particular block/town in one financial year is taken as the plan for that block/town for that particular year. Therefore, in the instant case 2<sup>nd</sup> installment would not be released.

Govt of West Bengal requested for delinking of projects related to Skill Training sanctioned for the Minority Concentration Block (MCB) from other projects in the year to facilitate the release of 2<sup>nd</sup> installment of the projects other than Skill training.

The Skill Training component of MsDP has been transferred to “Seekho aur Kamao” scheme of this ministry, therefore the EC decided to delink the submission of UC of Skill Training in the MCBs of Cooch Behar to facilitate the release of 2<sup>nd</sup> installment. It will not be made a precedent for other cases.

The meeting ended with thanks to the Chair.

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