



AGENDA FOR THE ELEVENTH MEETING

OF THE

EXECUTIVE COMMITTEE

OF

NATIONAL RURAL ROADS DEVELOPMENT AGENCY

28TH JULY 2006, 03:00 PM

AT

**NRRDA, BHIKAJI CAMA PLACE
NEW DELHI**

**NATIONAL RURAL ROADS DEVELOPMENT AGENCY
MINISTRY OF RURAL DEVELOPMENT
GOVERNMENT OF INDIA**

INDEX

Item No.	Item	Page
1.	Confirmation of the proceedings of the 10 th meeting of the Executive Committee held on the 10 th March 2006	4
2.	Review of Annual Action Plan 2006-07	4
3.	Annual Accounts & Auditors Report on the accounts of NRRDA for 2005-06	4
4.	Annual Report 2005-06	4
5.	Appointment of Staff for NRRDA	4
6.	Amendment to NRRDA (Medical Attendance) Bye laws 2004	5
7.	Empanelment of NQM's and their performance evaluation	5
8.	Any other item with the permission of the chair	5

INDEX FOR APPENDIX

Appendix No.	Appendix	Page
I	Proceedings of the Tenth meeting of the Executive Committee held on 10 th March 2006.	6
II	Annual Action Plan 2006-07	9
III	Annual Accounts & Auditors Report for 2005-06	20
IV	Annual Report 2005-06	38
V	Revised scheme for appointment of retired officers & the staff	68
VI	List of Hospitals approved under CGHS for Meerut	

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

Agenda for the 11th Meeting of the Executive Committee on 28th July 2006.

Item No. 1. Confirmation of the proceedings of the 10th meeting of the Executive Committee held on the 10th March 2006.

The proceedings of previous meeting held on 10th March 2006 are placed as **Appendix I**.

The Executive Committee may confirm the proceedings of previous meeting.

Item No. 2 Review of Annual Action Plan 2006-07.

The status of the various activities of the Annual Action Plan for the current year as on 30th June 2006 is placed at **Appendix II** for the information of the Executive Committee.

Item No. 3 Annual Accounts & Auditors Report on the accounts of NRRDA for 2005-06.

The audit of the accounts was undertaken by M/s Gupta Nayar & Co, appointed by the Executive Committee in its meeting on 12th July 2005. The audited accounts along with the auditors report is enclosed for perusal of the Executive Committee (**Appendix III**).

The total expenditure during 2005-06 was Rs. 7.12 crores from MoRD grant and Rs. 8.11 crore under World Bank Technical Assistance.

Item No. 4 Annual Report 2005-06.

Annual Report of NRRDA for 2005-06 has been prepared and is enclosed at **Appendix IV** for perusal of the Executive Committee.

Item No. 5 Appointment of Staff for NRRDA.

As per rules of NRRDA, staff is to be taken on deputation from other organizations or on contract. No direct recruitment is permissible.

Till date NRRDA has been functioning with officers on deputation from States & Central Govt. In addition, support staff is taken through service providers.

However, the above is leading to several operational problems. Adequate numbers of officers are not willing to join NRRDA on deputation. The staff provided by the service provider is not adequate nor well qualified. Moreover, the turnover is very high. In between, some retired officers were taken to manage the work and the remuneration being paid was the last salary drawn minus pension, which is not adequate keeping in view the work involved.

Accordingly a revised scheme for retired officers & staff is being proposed. This is essential as the work load of NRRDA is increasing and staff is not available. The details of the scheme are at **Appendix V**.

Executive Committee is requested to approve the same.

Item No. 6 Amendment to NRRDA (Medical Attendance) Byelaws 2004.

(a) Byelaw 5 of NRRDA (Medical Attendance) Byelaws, 2004. States as under;-
“Consultation Fee charged by the Authorized Medical Attendant shall be reimbursed subject the ceilings indicated below. The Competent Authority may, however, review these ceilings from time to time and revise them, if necessary,

1. Doctor with MBBS/BDS degree or equivalent, or those treated as Specialists	Rs. 150 for first consultation, Rs. 100 for each subsequent consultation
2. Doctors with specialized qualification like MD, MS or equivalent, or those treated as Specialists	Rs. 300 for first consultation, Rs. 250 for each subsequent consultation”

It has come to our notice that the doctors in the approved Hospitals are charging a higher rate for consultation and treating each visit as a separate one. NRRDA officers are not reimbursed medical expenses for treatment taken from Doctors/Specialists other than empanelled Hospitals. It is therefore proposed that full consultation fee of the Doctors/Specialists of NRRDA empanelled Hospitals may be reimbursed to avoid hardship to the officers.

(b) An officer has joined NRRDA on deputation who resides in Meerut. The approved hospitals under the NRRDA (Medical Attendance) Byelaws do not include the hospitals of Meerut. A list of Hospitals approved under CGHS for Meerut has been obtained. The same is placed at **Appendix VI**.

The executive Committee is requested to approve the above two amendments.

Item No. 7 Empanelment of NQM’s and their performance evaluation.

The agenda for this item shall be circulated separately.

Item No. 8 Any other item with the permission of the chair.

No. F-20011/1/2004-F&A
National Rural Roads Development Agency
Ministry of Rural Development, Government of India
5th Floor, NBCC Tower, Bhikaji Cama Place, New Delhi - 66

Dated: 16.03.2006

**Minutes of the Tenth Meeting of the Executive Committee of the
National Rural Roads Development Agency**

The tenth meeting of the Executive Committee was held on 10th March 2006 in Conference Hall, NRRDA, Bhikaji Cama Place, New Delhi. The meeting was chaired by Shri J.K. Mohapatra, Director General, NRRDA. The following members were present in the meeting.

1. Dr. Praveen Kumar, Associate Professor, Transportation Engineering Section, Department of Civil Engineering, IIT, Roorkee.
2. Dr. Krishna Murthy, Professor & Chairman, Department of Civil Engineering, Bangalore University, Bangalore.
3. Dr. K.V. Krishna Rao, Professor, Department of Civil Engineering, Indian Institute of Technology, Powai, Mumbai – 400 076
4. Sh. V.J. Menon, Deputy Secretary (Finance), MoRD, Krishi Bhawan, New Delhi
5. Dr. B.P. Chandrasekhar, Director (Tech.), NRRDA.
6. Smt. Gargi Kaul, Director (F&A), NRRDA.

The following officers from NRRDA were also present:

1. Shri H.K. Srivastava, Director (Projects-I), NRRDA.
2. Shri Prabha Kant Katare, CQC & JD (P-III), NRRDA

Item No. 1. Confirmation of the proceedings of the 9th meeting of the Executive Committee held on the 14th December 2006.

The proceedings of the previous meeting held on 14th December 2006 were reviewed. Executive Committee confirmed the proceedings of the previous meeting.

Item No. 2 Budget Estimates for 2006-07.

During the discussions on the Budget Estimates for 2006-07, DS (Finance), Sh. V.J. Menon pointed out that the Revised Estimates for 2005-06 need to be reworked, keeping in view the revised receipts of Technical Assistance from World Bank for 2005-06 and the actual trend of expenditure up to January 2006. The Budget Estimates for 2006-07 also needed to be reviewed in light of the revised estimates for 2005-06. The Revised Estimates for 2005-06 and the Budget Estimates for 2006-07 would be put up to the Ministry for approval of the President, NRRDA.

Item No. 3 Empanelment of Hospital.

The Executive Committee approved the empanelment of two hospitals Max Balaji Hospital, I.P. Extension & Pitampura under the Medical Bylaws of NRRDA.

Item No. 4 Revision in HRA Rates.

Regarding the revision of HRA rates, it was felt by the Executive Committee that instead of providing for relaxation in individual cases, a general policy guideline should be laid down. Revised HRA rates may be worked out using the NHAI Leasing Rules as the basis. A proposal on these lines would be put up to the Ministry and General Body for approval.

Item No. 5 Amendment of NRRDA (medical Attendance) Byelaws, 2004.

The Executive Committee approved the proposal of providing lump-sum payment to the officers and staff of NRRDA for treatment of minor illness on the lines of NHAI / Delhi Metro.

Item No. 6 Annual Action Plan 2005-06.

The status of the Annual Action Plan 2005-06 was discussed by the Executive Committee and it was brought out that except for one item regarding the holding of meetings with PTA'S all other items had been covered during the year. The meeting of PTA's is scheduled to be held in April 2006.

Item No. 7 Annual Action Plan 2006-07.

The draft Annual Action Plan 2006-07 was discussed and the following was decided:-

- i. Regarding the scrutiny of proposals, an estimate of the number of proposals and the amount involved shall be worked out for each quarter.
- ii. The members of workers to be trained through CIDC should be mentioned.
- iii. The introduction of Technical Audit of PMGSY should also to be made a part of the Action Plan.
- iv. The Director General suggested that the functionaries responsible for the items of the Annual Action Plan shall be mentioned. Quarterly status reports should be prepared by each functionary and placed for perusal of the EC.

Item No. 8 National Quality Monitors.

CQC & JD (P-III) briefed the EC about the status of grading and the quality of work as inspected by the National Quality Monitors.

Item No. 9 Review of First Tier of Quality Mechanism.

CQC & JD (P-III) briefed the EC about the development of Revised Quality Control Handbook and Register through IRC, in view of the feedback being received from the field.

Item No. 10 Review of Third Tier of Quality Mechanism.

The EC was briefed about the new procedure being proposed for empanelment of the NQM's and their evaluation by a Committee. During the discussion it was suggested that the Performance Review Committee of the NQM's shall be constituted with 3 STA's /PTA's who would normally be kept for a period of 2 years, while the NQM's could be rotated.

Item No. 11 Travel Rules for NQM's.

The proposed travel Rules for NQM's were approved by the Executive Committee with the modifications mentioned below:-

- i. The officers of Central Government as mentioned in the Rules should be made more specific giving the level.
- ii. The rate of lodging charges in principal cities should be Rs. 1,500/- and Rs. 750/- in other places subject to the production of receipts. It should also be mentioned specifically in the Rules that in case NQM's stay in guest houses / circuit houses of State Government / PSU's etc, payments for lodging charges will be as per actuals of these guest house on production of receipts. It should also be specifically mentioned that when both boarding and lodging is provided, $\frac{1}{4}$ DA shall be payable.
- iii. Regarding the honorarium the EC felt that the rate of honorarium should be Rs. 1,500/-.

While discussing the rates of NQM's it was also felt that Rules for non-NRRDA personnel as approved earlier should be brought on par with the NQM Rules to the extent that the honorarium should be Rs. 1,500/- and the lodging charges should be Rs. 1,500/- & Rs. 750/-.

The meeting ended with a vote of thanks to the Chair

AUDITOR'S REPORT

We have audited the attached Balance Sheet of M/s. National Rural Roads Development Agency (NRRDA) having registered office at Room No. 552 A, Krishi Bhavan, New Delhi-110001 and Administrative office at 5th Floor, 15, NBCC Tower, Bhikaji Cama Place, New Delhi-110066 as at 31st March, 2006, and the Income & Expenditure Account for the year ended on that date annexed thereto. These financial statements are the responsibility of the Society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. These Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Further to our comments in the Notes on Accounts of Para 2 to 6, we report that: -

- (i) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit;
- (ii) In our opinion, proper books of accounts as required by law have been kept by the Society so far as appears from our examination of those books and proper information adequate for the purposes of our audit have been received.

- (iii) The Balance Sheet & Income & Expenditure Account dealt with by this report are in agreement with the books of account;
- (iv) In our opinion, the Balance Sheet and Income & Expenditure Account dealt with by this report comply with the applicable accounting standards issued by the Institute of Chartered Accountants of India.
- (v) In our opinion and to the best of our information and according to the explanations given to us, the said accounts read with the notes thereon give the information required and give a true and fair view in conformity with the accounting principles generally accepted in India:
 - a. In the case of Balance Sheet, of the state of affairs of the Agency as at 31st March, 2006; and
 - b. In the case of, Income & Expenditure Account of the Income & Expenditure for the year ended on that date.
 - c. In the case of Receipt and Payment account for the year ended on that date.

For Gupta & Nayar & Co
CHARTERED ACCOUNTANTS

(YOGESH BANSAL)
Partner

Place: Delhi

Dated: 16/05/2006

National Rural Roads Development Agency, 5TH Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi
SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2006

SCHEDULE 4 - FIXED ASSETS

DESCRIPTION	GROSS BLOCK				DEPRECIATION				NET BLOCK	
	Cost/valuation As at beginning of the year	Additions during the year	Deductions during the year	Cost/valuation at the year end	As at the beginning of the year 1.04.04	On additions for the year	On Deductions during the year	Total up to the Year-end	As at the Current year-end	As at the previous year-end
A. Fixed Assets:										
1. Office Accomodation	78,830,479.00	-	-	78,830,479.00	7,883,048.00	7,094,743.00	-	14,977,791.00	63,852,688.00	70,947,431.00
2. Machinery & Equipment	1,910,992.00	38,138.00	-	1,949,130.00	600,499.00	200,590.00	-	801,089.00	1,148,041.00	1,310,493.00
3. Vehicles	453,735.00	-	-	453,735.00	127,046.00	49,003.00	-	176,049.00	277,686.00	326,689.00
4. Furniture, Fixtures	18,512,388.00	59,578.00	-	18,571,966.00	2,785,367.00	1,577,085.00	-	4,362,452.00	14,209,514.00	15,727,021.00
5. Computer/Peripherals	5,079,884.00	3,925,107.00	-	9,004,991.00	3,301,158.00	2,359,448.00	-	5,660,606.00	3,344,385.00	1,778,726.00
Total of Current Year	104,787,478.00	4,022,823.00	-	108,810,301.00	14,697,118.00	11,280,869.00	-	25,977,987.00	82,832,314.00	90,090,360.00
Previous Year	82,738,824.00	22,048,654.00	-	104,787,478.00	1,744,725.00	12,952,393.00	-	14,697,118.00	90,090,360.00	-
TOTAL	104,787,478.00	4,022,823.00	-	108,810,301.00	14,697,118.00	11,280,869.00	-	25,977,987.00	82,832,314.00	90,090,360.00

NOTE:-

1. The Sale Agreement of Office Accomodation has not been registered but physical possession has been handedover by the NBCC. Therefore, office accomodation has been capitalised on the basis of physical possession.

For Gupta Nayar & Co.
Chartered Accountants

Floor, 15 NBCC Tower, Bhikaji Cama Place, New
Delhi.

(YOGESH BANSAL
Partner
Date: 16/05/2006
Place: New Delhi

(Gargi Kaul)
Director (F&A)

(J .K Mohapatra)
Director General

National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.
BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

<u>CAPITAL FUND AND LIABILITIES</u>	Schedule	Current Year	Previous Year
CAPITAL FUND	1	82,832,314.00	90,090,360.00
<u>GENERAL FUND</u>	2		
GRANT IN AID		92,052,826.95	43,657,245.09
WORLD BANK ASSISTANCE		279,302,101.64	175,099,544.43
CURRENT LIABILITIES AND PROVISIONS	3	5,266,087.00	6,974,540.00
TOTAL		459,453,329.59	315,821,689.52
<u>FIXED ASSETS</u>			
GROSS BLOCK	4	108,810,301.00	104,787,478.00
LESS:- ACCUMULATED DEPRECIATION		25,977,987.00	14,697,118.00
NET BLOCK		82,832,314.00	90,090,360.00
CURRENT ASSETS, LOANS, ADVANCES ETC.	5	376,621,015.59	225,731,329.52
TOTAL		459,453,329.59	315,821,689.52
SIGNIFICANT ACCOUNTING POLICIES	12		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	13		

Annexure to our report of even date

For Gupta Nayar & Co.
Chartered Accountants

For National Rural Roads Development Agency, 5th Floor,
15 NBCC Tower, Bhika Ji Cama Place, New Delhi.

(YOGESH BANSAL
Partner
Date: 16/05/2006

(Gargi Kaul)
Director (F&A)

(J .K Mohapatra)
Director General

National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD/YEAR ENDED 31.03.2006

GRANT IN AID (Amount - Rs.)

<u>INCOME</u>	Schedule	Current Year	Previous Year
Grants/ Subsidies	6	109,500,000.00	50,000,000.00
Interest Earned	7	911,631.18	1,245,011.66
Capital Fund Written back to the extent of Deprecitaion	8	11,280,869.00	12,952,393.00
TOTAL (A)		121,692,500.18	64,197,404.66
<u>EXPENDITURE</u>			
Establishment Expenses	9	4,555,389.00	3,460,447.00
DirectAdministrative Expenses	10	52,665,501.32	48,525,535.44
Expense related to previous year	11	772,336.00	6,332,562.84
Depreciation (Net Total at the year-end - corresponding to Schedule 4)		11,280,869.00	12,952,393.00
TOTAL (B)		69,274,095.32	71,270,938.28
Balance being excess of Income over Expenditure (A-B)		52,418,404.86	(7,073,533.62)
Transfer to Capital Fund		4,022,823.00	6,687,468.00
Transfer to / from General Reserve		48,395,581.86	(13,761,001.62)

WORD BANK ASSISTANCE

<u>INCOME</u>	Schedule	Current Year	Previous Year
Grants/ Subsidies	6	180,000,000.00	190,800,000.00
Interest Earned	7	814,434.46	1,136,137.98
TOTAL		180,814,434.46	191,936,137.98
<u>EXPENDITURE</u>			
Technical Assistance Expenses	10	76,611,877.25	47,799,835.55
TOTAL		76,611,877.25	47,799,835.55
Balance being excess of Income over Expenditure (A-B)		104,202,557.21	144,136,302.43
Transfer to Capital Fund			-
Transfer to / from General Reserve		104,202,557.21	144,136,302.43
SIGNIFICANT ACCOUNTING POLICIES	12		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	13		

Annexure to our report of even date

For Gupta Nayar & Co.
Chartered Accountants

For National Rural Roads Development Agency, 5th Floor, 15
NBCC Tower, Bhika Ji Cama Place, New Delhi.

(YOGESH BANSAL)

Partner

Date: 16/05/2006

Place: New Delhi

(Gargi Kaul)
Director (F&A)

(J.K Mohapatra)
Director General

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

	Current Year	Previous Year
SCHEDULE 1 - CAPITAL FUND:		
1. Building - Office Accomodation		
Balances as at the beginning of the year	70,947,431.00	78,830,479.00
Add: Contributions towards Capital Fund	-	-
(Deduct): To the extent of Depreciation provided in Income and expenditure as per AS-12	(7,094,743.00)	(7,883,048.00)
BALANCE AT THE YEAR - END	63,852,688.00	70,947,431.00
2. Computer & Peripherals		
Balances as at the beginning of the year	1,778,726.00	1,185,322.00
Add: Contributions towards Capital Fund	3,925,107.00	2,549,171.00
(Deduct): To the extent of Depreciation provided in Income and expenditure as per AS-12	(2,359,448.00)	(1,955,767.00)
BALANCE AT THE YEAR - END	3,344,385.00	1,778,726.00
3. Furniture & Furnishing		
Balances as at the beginning of the year	15,727,021.00	15,441,134.00
Add: Contributions towards Capital Fund	59,578.00	3,049,519.00
(Deduct): To the extent of Depreciation provided in Income and expenditure as per AS-12	(1,577,085.00)	(2,763,632.00)
BALANCE AT THE YEAR - END	14,209,514.00	15,727,021.00
4. Machinery & Equipments		
Balances as at the beginning of the year	1,310,493.00	489,989.00
Add: Contributions towards Capital Fund	38,138.00	1,088,778.00
(Deduct): To the extent of Depreciation provided in Income and expenditure as per AS-12	(200,590.00)	(268,274.00)
BALANCE AT THE YEAR - END	1,148,041.00	1,310,493.00
5. Vehicle		
Balances as at the beginning of the year	326,689.00	408,361.00
Add: Contributions towards Capital Fund	-	-
(Deduct): To the extent of Depreciation provided in Income and expenditure as per AS-12	(49,003.00)	(81,672.00)
BALANCE AT THE YEAR - END	277,686.00	326,689.00
Total (1+2+3+4+5)	82,832,314.00	90,090,360.00
For Gupta Nayar & Co. Chartered Accountants	Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.	
(YOGESH BANSAL) Partner Date: 16/05/2006 Place: New Delhi	(Gargi Kaul) Director (F&A)	(J. K Mohapatra) Director General

	Current Year	Previous Year
SCHEDULE 2 - GENERAL FUND		
1. GRANT IN AID		
As per the last Account	43,657,245.09	57,418,246.71
Add:- Surplus during the year	48,395,581.86	(13,761,001.62)
TOTAL	92,052,826.95	43,657,245.09
2. WORLD BANK ASSISTANCE		
As per the last Account	175,099,544.43	30,963,242.00
Add:- Surplus during the year	104,202,557.21	144,136,302.43
TOTAL	279,302,101.64	175,099,544.43
TOTAL (1+2)	371,354,928.59	218,756,789.52
For Gupta Nayar & Co. Chartered Accountants	For National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji	
(YOGESH BANSAL) Partner Date: 16/05/2006 Place: New Delhi	(Gargi Kaul) Director (F&A)	(J .K Mohapatra) Director General

SCHEDULE 3 - CURRENT LIABILITIES AND PROVISIONS :		
A. CURRENT LIABILITIES		
1. EXPENSES PAYABLE		
Shyam S. Gupta & co.	106,837.00	39,314.00
Expenses payable for workshop & conference	0.00	273,536.00
National quality monitor	124,581.00	1,929,077.00
2. Sundry Creditors		
a) Fixed Assest :-		
Kendriya Bhandar	0.00	51,335.00
NBCC	0.00	2,175,613.00
b) Expenses:-		
Balaji tour & travels	0.00	65,598.00
Aircon Eng. Pvt. Ltd.	0.00	24,098.00
Akhil Chandra & Associates	0.00	4,264.00
Amlesh Dev	0.00	6,791.00
Ashok Tourist Service Station	10,355.00	9,559.00
Anutrax incorporation	8,307.00	0.00
Mr Bagga	11,439.00	10,951.00
Balmer Lawrie & Co.	174,734.00	30,454.00
Mr. Bhardwaj	0.00	10,477.00
Mr. Brij Mohan	10,490.00	5,745.00
B.S.E.S	47,316.00	52,301.00
Chief Postmaster New Delhi	24,952.00	19,166.00
Commercial & Industrial Manpower Security Agency	31,412.00	0.00
C.R Infotech (P) Ltd	9,200.00	0.00
Mr. Dadlani	10,964.00	10,477.00
Jatsan	68,200.00	27,118.00
Kaizen Offset Pvt. Ltd.	0.00	149,752.00
Mr. Kaushal Bisht	1,753.00	1,412.00
Mr. Pardeep Kumar Contractor	0.00	330.00
Mr. Mukerjee	6,968.00	6,486.00
Mr Malaker Sb	10,490.00	0.00
M.P Singh	24,578.00	0.00
N.C.C.F	66,060.00	159,386.00
NBCC	429,982.00	0.00
NBCC Patna	48,626.00	0.00
Mr. Pardeep Kumar	0.00	13,511.00

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

Premier Safeguards	24,777.00	0.00
Proviz Mansystem (P) Ltd.	0.00	30,709.00
Ravish Chander sb	10,964.00	0.00
SMT. Madhy Vedula	13,490.00	0.00
S.T.A.	2,242,157.00	8,821.00
Sunny Cable T.V. Network	0.00	1,750.00
Mr. Ujjagar Singh	0.00	5,070.00
Updater Services (P) Ltd.	285,306.00	193,256.00
New VIP Tourist	82,572.00	0.00
Lipton Software	276,000.00	0.00
N B Lal	10,000.00	0.00
S C Sharma	10,000.00	0.00
M Venketeswara	10,000.00	0.00
V.K Photo Fax	5,099.00	0.00

National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

	Current Year	Previous Year
3. Security Deposits:-		
Sec New VIP	5,000.00	0.00
Sec Amt Balaji tour & travels	0.00	5,000.00
Sec. Amt Automation	22,497.00	18,455.00
Sec. Amt C.R.Infotech	12,684.00	7,140.00
Sec. Amt Jatsan	15,316.00	2,388.00
Sec Amt Labotex	4,304.00	0.00
Sec Amt NCCF	0.00	15,038.00
Sec Amt Premier Safeguard	1,690.00	1,690.00
Sec Amt Progression	1,205.00	2,380.00
Sec Amt Proviz Mansystem (P) Ltd.	3,070.00	3,070.00
Sec Amt C & I Security Agency	5,000.00	0.00
Sec Amt Updater Services (P) Ltd.	128,244.00	18,741.00
Sec Amt Vijay Bross.	2,655.00	2,655.00
4.Statutory Liabilities		
Tax Deducted At Source	387,051.00	173,246.00
G.P.F	0.00	4,510.00
TOTAL (A)	4,786,325.00	5,570,670.00
B. PROVISIONS		
Audit Fees Payable (Gupta Nayar & Co.)	63,910.00	41,989.00
Other Office Expenses	10,997.00	55,840.00
Salary & Allowances	340,580.00	371,119.00
Prov. For Training (1.2.7.1)	23,270.00	810,038.00
Prov. For Vietnam Tour	0.00	119,136.00
Prov. For Meeting	5,748.00	5,748.00
Prov . For Telephone Exp	20,700.00	0.00
Prov for Domestic Travel	470.00	0.00
Prov for Exp on Medical Claim	14,087.00	0.00
TOTAL(B)	479,762.00	1,403,870.00
TOTAL(A+B)	5,266,087.00	6,974,540.00
For Gupta Nayar & Co. Chartered Accountants (F&A) Partner Date: 16/05/2006 Place: New Delhi	For National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji (Gargi Kaul) (J .K Mohapatra) Director (F&A) Director General	

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

	Current Year	Previous Year
SCHEDULE 5 - CURRENT ASSETS, LOANS, ADVANCES ETC.		
A. CURRENT ASSETS		
Cash & Bank Balances:		
Cash in Hand (Imprest)	3,744.00	2,854.00
Bank Balances		
a) With Scheduled Banks		
-SBBJ	13,239.91	4,394,202.19
-HDFC A/C NO. 2971	148,881,044.79	57,974,093.58
-HDFC A/C NO. 3152	88,504,260.09	36,230,901.00
Security Deposit :		
MTNL	59,040.00	59,040.00
Ashok Tourist Service Station	20,000.00	20,000.00
Amount Receivable :		
AOCT Website	13,412.00	13,412.00
Azad Singh Tour & Travels	0.00	3,941.00
Bhavani Video Vision P Ltd.	0.00	77,762.00
Innovation	0.00	4,424.00
NICSI	0.00	37,088.00
M. K Saxsena	1,364.00	1,364.00
C.I.D.C	636,200.00	0.00
C-DAC	3,129,280.00	782,320.00
SAN SAN Wal Travels	1,254.00	1,254.00
TOTAL (A)	241,262,838.79	99,602,655.77
B. LOAN, ADVANCES AND OTHER ASSETS		
Advances and other amounts recoverable in cash or in kind or for value to be received:		
Advance Payment to State Technical Agencies	3,142,390.00	0.00
Advance Payment for Training under Technical Assistance (World Bank)	29,829,351.00	32,362,616.00
Advance Payment for Purchase of Equipment & Machinery	0.00	93,346,620.00
Advance for Foreign Tour (World Bank)	788,818.80	72,616.25
Advance for foreign Travel (MORD)	0.00	9,202.00
Advance for Pilot Studies(World Bank)	1,603,250.00	0.00
Advance for Domestic Travel	133,550.00	0.00
Advance for Lab Equipment(world bank)	94,902,846.00	0.00
Advance for Tech. Dev. And Res. Work	3,200,000.00	0.00
Advance for Meeting	0.00	191,927.00
Advance for Workshop & Conference	1,639,868.00	140,000.00
TOTAL (B)	135,240,073.80	126,122,981.25
C. Prepaid Expenses		
	118,103.00	5,692.50
TOTAL (A+B+C)	376,621,015.59	225,731,329.52

For Gupta Nayar & Co.

Chartered Accountants
(FIRM'S SIGNATURE)

Partner

Date: 16/05/2006

Place: New Delhi

For National Rural Roads Development
Agency, 5th Floor, 15 NBCC Tower, Bhikaji

(Gargi Kaul)

Director (F&A)

(J .K Mohapatra)

Director General

National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

	Current Year	Previous Year
SCHEDULE 6- GRANTS/SUBSIDIES (Irrevocable Grants & Subsidies Received)		
1) Central Government (MORD)	109,500,000.00	50,000,000.00
2) TA Assistance from MORD (World Bank)	180,000,000.00	190,800,000.00
TOTAL	289,500,000.00	240,800,000.00
SCHEDULE 7- INTEREST EARNED		
2) On Savings Accounts:		
a) Interest on Central government grant(MORD)	911,631.18	1,245,011.66
b) Interest on TA Assistance from MORD (World Bank)	814,434.46	1,136,137.98
Total	1,726,065.64	2,381,149.64
SCHEDULE 8 - Captial Fund Written Back to the extent of Depreciation		
1. Office Accomodation	7,094,743.00	7,883,048.00
2. Computer & Peripheral	2,359,448.00	1,955,767.00
3. Furniture & Fixture	1,577,085.00	2,763,632.00
4. Machinery & Equipment	200,590.00	268,274.00
5. Vehicles	49,003.00	81,672.00
Total	11,280,869.00	12,952,393.00
SCHEDULE 9- ESTABLISHMENT EXPENSES		
a) Salaries and Wages	4,424,374.00	3,372,110.00
b) Overtime Allowance	19,470.00	23,985.00
c. Expenditure on Medical Claim	111,545.00	64,352.00
TOTAL	4,555,389.00	3,460,447.00
For Gupta Nayar & Co. Chartered Accountants (YOGESH BANSAL) Partner Date: 16/05/2006 Place: New Delhi	For National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi. (Gargi Kaul) Director (F&A)	(J .K Mohapatra) Director General

SCHEDULES FORMING PART OF BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

	Current Year	Previous Year
SCHEDULE 10- DIRECT ADMINISTRATIVE EXPENSES		
A)Exp related to grant in aid		
1. Advertisement & Publicity	201,030.00	1,432,585.00
2. Auditor Remuneration	67,344.00	44,080.00
3. Books , Periodicals & Audio Visual Mtrls	3,811,989.00	1,636,326.00
4. Contribution to Professional Bodies	164,000.00	164,000.00
5. Domestic Travel Expenses	2,235,809.00	1,781,953.00
6. Foreign travel Exp	1,916.92	2,404,653.80
7. Hiring of Conveyance & Vehicle	798,902.00	831,358.00
8. Hnrm Fee & Travel Exp. Of NQM	11,040,246.00	7,443,946.00
9. Meeting Exp.	655,785.00	2,240,682.00
10. Other Office Exp.	4,517,647.95	5,036,416.50
11. Exp. Of State Technical Agenices (STA)	10,339,280.00	4,743,791.00
12. Printing & Stationery	684,242.00	584,786.00
13. Professional Services	6,001,270.00	4,641,008.00
14. Publications	2,344,743.00	2,054,187.00
15. Workshop & Conference	739,605.00	895,965.00
16. Development and Maintainence of Online Management system	8,125,868.00	11,667,562.00
17. Hiring of Computer & Peripherals	0.00	11,200.00
18. Interest paid	5,302.00	90,453.54
19. Training	738,580.00	819,450.00
20. Vehicle Maintenance	191,167.00	0.00
21. Bank Charge	774.45	1,132.60
Total(A)	52,665,501.32	48,525,535.44
B)Exp. Related to World Bank Assistance		
1. Traning	32,883,426.00	23,154,317.00
2. Professional Exp.	438,000.00	405,000.00
3. Technical Development & Research Work	0.00	10,860,680.00
4. Workshop and Conference	32,553.50	135,000.00
5. Domestic Travel	19,416.00	318,491.00
6. Foreign Travel	10,474,823.75	6,738,611.55
7. Purchase of Equipment and Machinery	25,224,631.00	6,187,736.00
8. Pilot Studies	7,539,027.00	0.00
Total (B)	76,611,877.25	47,799,835.55
TOTAL (A+B)	129,277,378.57	96,325,370.99
Schedule 11 - Expenses related to Previous Year		
Prior Period Expenses	772,336.00	6,332,562.84
total	772,336.00	6,332,562.84
For Gupta Nayar & Co., Chartered Accountants	Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.	
(YOGESH BANSAL) Partner Date: 16/05/2006 Place: New Delhi	(Gargi Kaul) Director (F&A)	(J .K Mohapatra) Director General

NATIONAL RURAL ROADS DEVELOPMENT AGENCY, NEW DELHI
RECEIPT AND PAYMENT ACCOUNT FOR THE YEAR ENDED 31.03.2006

	FUND-WISE BREAK UP		TOTALS	
	GRANT IN AID	WORLD BANK ASSISTANCE	Current Year	Previous Year
a) Opening balance of the funds	49,137,504.59	49,464,546.18	98,602,050.77	87,184,640.00
b) Additions to the funds:				
i) Donations/grants	109,500,000.00	180,000,000.00	289,500,000.00	24,800,000.00
ii) Income from Investments made on account of funds	911,631.18	814,434.46	1,726,065.64	2,381,149.64
TOTAL (a+b)	159,549,135.77	230,278,980.64	389,828,116.41	330,365,789.64
c) Utilisation/Expenditure towards objectives of funds				
i) Capital Expenditure				
- fixed Assets	4,022,823.00	-	4,022,823.00	6,687,468.00
ii) Revenue Expenditure	57,993,226.32	76,611,877.25	134,605,103.57	106,118,381.89
TOTAL OF c	62,016,049.32	76,611,877.25	138,627,926.57	112,805,849.89
INCREASE/ DECREASE IN CURRENT ASSETS(d)	8,000,324.50	4,089,123.55	12,089,448.05	123,259,578.98
INCREASE/ DECREASE IN CURRENT LIABILITIES(e)	(1,283,283.00)	(425,170.00)	(1,708,453.00)	4,301,690.00
NET BALANCE AS AT THE YEAR-END	88,249,478.95	149,152,809.84	237,402,288.79	98,602,050.77

AS PER OUR REPORT OF EVEN DATE
FOR GUPTA NAYAR & CO.
Chartered Accountants

NATIONAL RURAL ROADS DEVELOPMENT AGENCY

Yogesh Bansal
Partner
PLACE : NEW DELHI

DIRECTOR (F&A)

DIRECTOR GENERAL

NATIONAL RURAL ROADS DEVELOPMENT AGENCY, NEW DELHI

SCHEDULE-12 SIGNIFICANT ACCOUNTING POLICIES

1. Significant Accounting Policies adopted in the presentation of the accounts are as under:-

a. Accounting Policies (AS-1)

During the year the Agency has followed accrual accounting with applicable accounting principles in India, the accounting standard issued by the ICAI and relevant provisions.

b. Fixed Assets (AS-10)

Fixed assets are stated at cost less Depreciation. Cost comprises cost of acquisition, cost of improvement and any attributable cost of bringing the asset to condition of its intended use.

c. Depreciation (AS-6)

Depreciation has been provided on written down value method at the rate as prescribed in Income tax Act, 1961

d. Grant (AS-12)

Grant in Aid are received for the specific purposes i.e. Revenue and purchase of Fixed Assets.

The accounting treatment of Revenue is recognized on a systemic basis in the Income and Expenditure account over the period necessary to match with the related costs which are intended to be utilized. Such grant is shown separately as Grant-in Aid under income head.

The accounting treatment of grant for the purchase of depreciable Fixed Assets are shown under capital fund. Such grant is allocated to income over the period and in the proportion in which depreciation to these assets are charged.

e. Prior period and extraordinary items and change in accounting policies (AS-5)

Prior period expenses are shown separately in the Income and Expenditure Statement.

f. Retirement Benefit (AS-15)

There is no provision being made for retirement benefit as on 31.3.2006

For Gupta Nayar & Co.
Chartered Accountants

National Rural Roads Development Agency

YOGESH BANSAL
Partner

Director (F&A) Director General
Place:- New Delhi Dated:-16/05/2006

NATIONAL RURAL ROADS DEVELOPMENT AGENCY, NEW DELHI

Schedule-13

Notes to Accounts

1. National Rural Road Development Agency is a society registered under the Societies Registration Act on 14.1.2002. The Agency Received Grant in Aid and assistance from Ministry of Rural Development, Government of India and World Bank.
2. Office accommodation is yet to be registered before the Authority. Physical possession is with the agency.
3. Sundry Debtors/Loans and Advances in the nature of loans given and advance received are subject to Confirmation and reconciliation.
4. MCD raised demand of Rs. 2357219.00 for transfer duty on office accommodation but provision regarding this demand has not been made
5. Rs. 788818.80 and Rs. 133550.00 have been shown as advance in foreign travel and domestic travel respectively. Travel has been done by concerned persons. No provision has been made for traveling.
6. Advance payment amounting Rs. 29829351.00 , Rs.94902846.00 , Rs. 1639868.00 and Rs. 1603250.00 are outstanding in training , purchase of equipment and machinery , workshop & conference and pilot studies respectively due to non-receipt of utilization certificate.

For Gupta Nayar & Co.
Chartered Accountants

National Rural Roads Development Agency

Yogesh Bansal
Partner

Director (F&A)

Director General

Place:-New Delhi
Dated:-16/05/2006

NATIONAL RURAL ROADS DEVELOPMENT AGENCY, NEW DELHI

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1. Significant Accounting Policies adopted in the presentation of the accounts are as under:-

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For Gupta Nayar & Co.
Chartered Accountants

National Rural Roads Development Agency

YOGESH BANSAL
Partner

Director (F&A) Director General
Place:- New Delhi Dated:-16/05/2006

NATIONAL RURAL ROADS DEVELOPMENT AGENCY, NEW DELHI

Schedule-13

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For Gupta Nayar & Co.
Chartered Accountants

National Rural Roads Development Agency

Yogesh Bansal
Partner

Director (F&A)

Director General

Place:-New Delhi
Dated:-16/05/2006

NATIONAL RURAL ROADS DEVELOPMENT AGENCY, NEW DELHI
RECEIPT AND PAYMENT ACCOUNT FOR THE YEAR ENDED 31.03.2006

	FUND-WISE BREAK UP		TOTALS	
	GRANT IN AID	WORLD BANK ASSISTANCE	Current Year	Previous Year
a) Opening balance of the funds	49,137,504.59	49,464,546.18	98,602,050.77	87,184,640.00
b) Additions to the funds:				
i) Donations/grants	109,500,000.00	180,000,000.00	289,500,000.00	24,800,000.00
ii) Income from Investments made on account of funds	911,631.18	814,434.46	1,726,065.64	2,381,149.64
TOTAL (a+b)	159,549,135.77	230,278,980.64	389,828,116.41	330,365,789.64
c) Utilisation/Expenditure towards objectives of funds				
i) Capital Expenditure				
- fixed Assets	4,022,823.00	-	4,022,823.00	6,687,468.00
ii) Revenue Expenditure	57,993,226.32	76,611,877.25	134,605,103.57	106,118,381.89
TOTAL OF c	62,016,049.32	76,611,877.25	138,627,926.57	112,805,849.89
INCREASE/ DECREASE IN CURRENT ASSETS(d)	8,000,324.50	4,089,123.55	12,089,448.05	123,259,578.98
INCREASE/ DECREASE IN CURRENT LIABILITIES(e)	(1,283,283.00)	(425,170.00)	(1,708,453.00)	4,301,690.00
NET BALANCE AS AT THE YEAR-END	88,249,478.95	149,152,809.84	237,402,288.79	98,602,050.77

AS PER OUR REPORT OF EVEN DATE
FOR GUPTA NAYAR & CO.
Chartered Accountants

NATIONAL RURAL ROADS DEVELOPMENT AGENCY

Yogesh Bansal
Partner
PLACE : NEW DELHI

DIRECTOR (F&A)

DIRECTOR GENERAL

National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD/YEAR ENDED 31.03.2006

GRANT IN AID (Amount - Rs.)

<u>INCOME</u>	Schedule	Current Year	Previous Year
Grants/ Subsidies	6	109,500,000.00	50,000,000.00
Interest Earned	7	911,631.18	1,245,011.66
Capital Fund Written back to the extent of Deprecitaion	8	11,280,869.00	12,952,393.00
TOTAL (A)		121,692,500.18	64,197,404.66
<u>EXPENDITURE</u>			
Establishment Expenses	9	4,555,389.00	3,460,447.00
DirectAdministrative Expenses	10	52,665,501.32	48,525,535.44
Expense related to previous year	11	772,336.00	6,332,562.84
Depreciation (Net Total at the year-end - corresponding to Schedule 4)		11,280,869.00	12,952,393.00
TOTAL (B)		69,274,095.32	71,270,938.28
Balance being excess of Income over Expenditure (A-B)		52,418,404.86	(7,073,533.62)
Transfer to Capital Fund		4,022,823.00	6,687,468.00
Transfer to / from General Reserve		48,395,581.86	(13,761,001.62)

WORD BANK ASSISTANCE

<u>INCOME</u>	Schedule	Current Year	Previous Year
Grants/ Subsidies	6	180,000,000.00	190,800,000.00
Interest Earned	7	814,434.46	1,136,137.98
TOTAL		180,814,434.46	191,936,137.98
<u>EXPENDITURE</u>			
Technical Assistance Expenses	10	76,611,877.25	47,799,835.55
TOTAL		76,611,877.25	47,799,835.55
Balance being excess of Income over Expenditure (A-B)		104,202,557.21	144,136,302.43
Transfer to Capital Fund			-
Transfer to / from General Reserve		104,202,557.21	144,136,302.43
SIGNIFICANT ACCOUNTING POLICIES	12		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	13		

Annexure to our report of even date

For Gupta Nayar & Co.
Chartered Accountants

For National Rural Roads Development Agency, 5th Floor, 15
NBCC Tower, Bhika Ji Cama Place, New Delhi.

(YOGESH BANSAL)

Partner

Date: 16/05/2006

Place: New Delhi

(Gargi Kaul)
Director (F&A)

(J .K Mohapatra)
Director General

National Rural Roads Development Agency, 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi.
BALANCE SHEET AS AT 31.03.2006

(Amount - Rs.)

<u>CAPITAL FUND AND LIABILITIES</u>	Schedule	Current Year	Previous Year
CAPITAL FUND	1	82,832,314.00	90,090,360.00
<u>GENERAL FUND</u>	2		
GRANT IN AID		92,052,826.95	43,657,245.09
WORLD BANK ASSISTANCE		279,302,101.64	175,099,544.43
CURRENT LIABILITIES AND PROVISIONS	3	5,266,087.00	6,974,540.00
TOTAL		459,453,329.59	315,821,689.52
<u>FIXED ASSETS</u>			
GROSS BLOCK	4	108,810,301.00	104,787,478.00
LESS:- ACCUMULATED DEPRECIATION		25,977,987.00	14,697,118.00
NET BLOCK		82,832,314.00	90,090,360.00
CURRENT ASSETS, LOANS, ADVANCES ETC.	5	376,621,015.59	225,731,329.52
TOTAL		459,453,329.59	315,821,689.52
SIGNIFICANT ACCOUNTING POLICIES	12		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	13		

Annexure to our report of even date

For Gupta Nayar & Co.
Chartered Accountants

For National Rural Roads Development Agency, 5th Floor,
15 NBCC Tower, Bhika Ji Cama Place, New Delhi.

(YOGESH BANSAL
Partner
Date: 16/05/2006

(Gargi Kaul)
Director (F&A)

(J .K Mohapatra)
Director General

SCHEME FOR OFFICERS AND STAFF ON CONTRACTUAL BASIS

1. As per NRRDA rules, the officers and staff are either to be taken on deputation or on contract. Deputationists are governed by the NRRDA (Regulation of Pay and Allowances) Byelaws 2004. Support staff has been taken through a service provider selected through and open tender.
2. As on date we have only 7 persons on deputation. Despite advertisements and letter to State Governments and other organizations, we have not been successful in getting officers on deputation. At present we have taken some retired officers on contract basis. We are giving them the between the last pay drawn and pension. This is not commensurate with the work involved and requires a revision.
3. Most of the support staff, including engineers, is being provided by M/s Updater Service Pvt. Ltd. We make payment to service provider as per agreement and he gives the salary as fixed by him to the staff. The details of the category-wise payment being made by NRRDA to M/s Updater Services vis-à-vis salary being paid to the persons employed him and his estimated profit margin are given as under:

Sr. No.	Category of Staff	Payment made by NRRDA to Updater P.M	Payment made by updater			Difference Profit margin	Percentage of Profit
			Basic	E.P.F contribution of Employer	Total		
1	Engineer	20500	15000	408	15408	4092	27%
2	Accountant	11000	7800	340	8140	2860	36%
3	Steno	10000	7300	476	7776	2224	29%
4	Receptionist	8000	5800	343	6143	1857	30%
5	Executive Assistant	11000	7500	340	7840	3160	40%
6	Office Assistant	7200	5000	343	5343	1857	35%

4. It may be seen from the above that the profit margin for various categories is ranging from 27% to 40%. There is big gap between the amount paid by NRRDA to M/s Updater and the amount being paid to the employees by M/s Updater. Their salary structure being on lower side good workers leave for better job opportunities elsewhere. This causes dislocation of work. Low salary structure also effects quick filling up of the post by M/s Updater, where employee leave this organization

5. NRRDA is playing a very crucial role in the implementation of PMGSY. The efficiency of NRRDA depends a great deal on the availability of adequate staff of requisite qualification and experience.

6.. To overcome this problem it is proposed that :-

- (a) we improve the package for the retired staff and,
- (b) take the support staff on contract directly instead through the service provider.

7. The cost of taking an Executive Engineer and Assistant Engineer on deputation is estimated at Rs.41456 and Rs. 29785 respectively (as detailed below), while cost of fresh graduate Engineers taken from M/s Updater is Rs.20500.

Details of Salary	Executive Engineer Scale of Pay: (Rs) Rs. 10,000-325-15,200/-	Assistant Engineer Scale of Pay: (Rs) Rs. 6500-200-10,500/-
Basic Pay	12600	8500
DP	6300	4250
Deputation Allowance 10%	1890	1275
CCA	300	300
HRA 30%	5670	3825
DA. 24%	4536	3060
Transport allowance	800	600
Leave Salary Contribution @ 11%	2080	1400
Pension Contribution @ 10%	2280	1575
Medical Claim	5000	5000
Grand Total	41456 say 41000	29785 say 30000

Note: Calculation has been made by taking pay at the middle of the scale of pay

8. Engaging retired officials on contract basis will be more economical and NRRDA will be able to get experienced persons of different field which will help prompt execution of projects under of PMGSY. We may offer following compensation package to retired officials appointed on contract.

Sr. No	Details of fees/perquisite	Chief Engineer (Rs)*	Superintending Engineer (Rs)	Executive Engineer (Rs)	Assistant Engineer (Rs)	Sr. AO /ACA	Hindi Officer	JAO/ SO/JE	Sr. ACCT /Sr. Auditor	Remarks
1	Honorarium/fee	12000	11000	10000	8000	9000	8000	7000	6000	Limited to last pay drawn minus pension.
2	Incentive *	6000	5500	5000	4000	4500	4000	3500	3000	
3	HRA	3500	3200	3000	2000	2500	2000	2000	1800	
4	Transport Allowance	1000	1000	800	600	600	600	400	400	
5	Entertainment Allowance	600	600	600	200	250	200	200	200	
6	Mobile Phone Allowance	800	800	500	500	500	500	-	-	
7	News Paper Allowance	300	300	250	150	150	150	150	150	
	Total	24200	22400	20150	15450	17500	15450	13300	11600	

* Taken on contract to co-ordinate the NRRDA activity in Bihar

9. Staff of M/S Updater which will be taken over on contract basis may be offered the following pay package. The additional staff/new staff can also be taken after advertisement on same package

S. No.	Detail of Fee/Allowances	Engr.	Ex. Asstt./ Acctt	Steno	Office Asstt./ Recep.	Remarks.
1	Retainer ship fee	9600	5500	5000	4000	
2	Incentive *	4800	2750	2500	2000	
3	HRA	2800	1600	1400	1200	
4	Transport Allowance	800	400	400	400	
5	Entertainment Allowance	250	-	-	-	
6	Mobile Phone Allowance	500	-	-	-	
7	News Paper Allowance	150	-	-	-	
8	Total	18900	10250	9300	7600	
9	E.P.F. contribution	1310	750	680	545	
	Total	20210	11000	9980	8145	

The emoluments of office assistant has been increased a little to bring it out of ESIC Scheme

*Incentive will be paid at the sole discretion of NRRDA based on periodical review of performance as under:

- For 100% performance : full amount as stated above
- Less than 100% but above 50%: half of the amount as stated above
- Less than 50% : no incentive will be paid.
- Rate of Incentive will be reviewed every year

10. PERQUISITES/BENIFITS

A. Medical Facilities- is proposed to take a medi-claim policy for the staff on contract as the ESIC Scheme is applicable/mandatory for those drawing emoluments upto Rs.7500 p.m.. The annual premium will be paid by NRRDA under the Head ‘medical reimbursement.’ The estimated annual expenditure on this account is Rs.3 lakhs. The retired officers being taken on contract will have the option to opt for the Scheme in case they are not covered by CGHS, subject to insurance company allowing it on account of the age factor.

B. Overtime Allowance: -Staff required to sit late/ come early/ come on holidays in exigency of work will be given overtime Allowance at following rates ;-

Sl. No.	Designation	Hourly rate of OTA (Rs.)
1.	Engineer	120
2	Ex. Asstt./ Accountant	65
3.	Stenographer	60
4.	Office Asstt. Receptionist	50
5.	JAO/SO/JE	85
6.	Sr. Acctt.	70

The OTA has been worked out on the basis of the total emoluments divided by the number of working hours in a month.

C. Leave : Following kind of leave will be allowed ;-

s.no	Nature of leave	Retired Staff	Other Staff	remarks

1	Casual Leave	8+ 2 RH	8+ 2 RH	
2	Earned Leave	30	-	After One year of contract
3	Medical Leave	-	10	Subject to production of medical certificate from a RMP
4	Maternity leave to female staff on contract	-	12 weeks (Maximum)	Subject to conditions as laid down in The Maternity Benefit Act,1961 as amended from time to time

D. Annual Increment: -Increment will be given after one year of contact as stated below :-

(i) retired staff will be given increment equal to 5% of honoraria /fee as stated above . The same will be shown as additional incentive.

(ii)Other staff will be given increment equal to 10% of retainer ship fee as stated above.

E. Bonus:- All the staff in both the above categories will be given bonus/exgratia equal to 8.33% of emoluments drawn during the year subject to conditions/restrictions of Bonus Act 1965.

F. Training allowance- An honorarium of Rs 1000 per day will be paid to staff giving training to staff of SRRDA's /PIU's.