

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

**Minutes of the 18<sup>th</sup> Meeting of the Executive Committee of the National Rural Roads Development Agency**

The 18<sup>th</sup> meeting of the Executive Committee was held on 29<sup>th</sup> June 2009 in the Conference Hall, NRRDA, 5<sup>th</sup> Floor, 15 NBCC Tower, 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. S.L. Dhingra, Professor, Department of Civil Engineering, Indian Institute of Technology, Powai.
2. Dr. Praveen Kumar, Professor, Department of Civil Engineering, IIT, Roorkee
3. Dr. K. Sudhakar Reddy, Professor, Indian Institute of Technology, Kharagpur
4. Shri V.J. Menon, Director (Finance) Ministry of Rural Development, Krishi Bhawan, New Delhi.
5. Dr. B.P. Chandrasekhar, Director (Technical), NRRDA, New Delhi.
6. Shri R. Chauhan, Director (F&A), NRRDA, New Delhi

The following officers from NRRDA were also present:

1. Shri H.K. Srivastava, Director (Projects-I), NRRDA, New Delhi.
2. Shri Prabha Kant Katare, Director (Projects-III), NRRDA, New Delhi.

The meeting started with the Chairman welcoming the members. At the outset, the Executive Committee resolved to place on record appreciation of the services rendered by Ms Gargi Kaul, former Director (F&A) and Member, Executive Committee.

The proceedings of the meeting were as follows:-

**Item No.1: Confirmation of the proceedings of the 17<sup>th</sup> meeting of the Executive Committee.**

The Executive Committee confirmed the proceedings of the previous meeting.

**Item No. 2 : Approval of actual expenditure during 2008-09**

The Executive Committee noted that the total expenditure during 2008-09 was within the total grant released by the Ministry. After deliberations and receiving necessary clarifications on the items of excess expenditure, the Executive Committee approved the expenditure totaling to Rs.79,239,563,359 against Rs. 79,510,151,268 provided in the RE 2008-09 and Rs. 15 lakhs released separately by MoRD for making payment of arrears (40%) of Pay and allowances.

**Item No. 3: Approval of Budget Estimates for 2009-10**

The Executive Committee discussed the funds proposed to be provided under different heads in the BE 2009-10, sought necessary clarifications and approved the provisions of funds proposed under different heads in BE 2009-10 totaling to Rs. 7476, 31,52,610. The Executive Committee was also informed that a proposal for implementing e-procurement in the SRRDAs is under the consideration of the MoRD and after its approval, provision of funds for this purpose would be incorporated in the BE for 2009-10.

**Item No.4: Annual Work Plan for 2009-10**

The proposed Work Plan for 2009-10 was discussed by the Executive Committee and approved the same with minor modifications. The Work Plan as approved by the Executive Committee is attached.

**Item No. 5: Statement of NABARD Loans**

The Executive Committee was briefed about the sanctions issued by MoRD, date of requisition/receipt of loan from NABARD and date of authorization/ transfer of funds by HDFC Bank during the year 2008-09. The Executive Committee advised for observing the instructions issued by the Government of India for giving preference to the public sector banks for handling Government transactions.

**Item No. 6: Details of NABARD Loans**

The Executive Committee was informed about the State-wise release of the funds during the year 2008-09. Against the provision of Rs.7,500/- crores, the amount released to the State Agencies during the year 2008-09 was Rs.7499.99997 crores.

**Item No. 7: First, Second and Third tier of Quality Monitoring**

The Executive Committee was briefed about the status of the First, Second and Third Tier of Quality Monitoring by Director (P-III).

**Item No. 8 : Performance Evaluation of National Quality Monitors**

The Executive Committee was apprised on the current status of performance evaluation carried out by the NQMs..

### **Item No 9 : e-Procurement under PMGSY**

The Executive Committee was briefed that on the basis of feedback received from various States, NIC has submitted its proposal for implementation of e-procurement in identified States dealing with PMGSY. Eight States are already implementing e-procurement. Eighteen States have given their consent to take NIC facility for implementing e-procurement. It has been proposed to implement e-procurement in two phases. In Phase-I, 11 states namely Bihar, Himachal Pradesh, Maharashtra, Manipur, Orissa, Punjab, Rajasthan Sikkim, Tripura, UP and West Bengal would be taken up on the basis of status, availability and reliability of internet connectivity and rest of the states in Phase-II.

### **Item No. 10: Rural Roads Sector I Projects (RRSIP) and Rural Roads Sector II**

The Executive Committee was apprised about the new Loan of \$ 130 Million has become effective from 5<sup>th</sup> January 2009. Proposal for another Loan of \$ 185 million are submitted to ADB in April 2009. Two previous loans of \$ 400 million and \$ 180 million respectively are closing on 30<sup>th</sup> June 2009

### **Item No. 12: Complaint Handling**

The Executive Committee was briefed about the mechanism of handling the complaints received in connection with execution of road works. Member were briefed about the current status of complaints received and action taken thereon.

The meeting ended with the vote of thanks to the Chair

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**National Rural Roads Development Agency**  
**(Ministry of Rural Development, GoI)**  
**WORK PLAN FOR 2009-10**

**Annexure IV**

**(Pradhan Mantri Gram Sadak Yojana(PMGY))**

#	Item	Functionary	Activity	Time Schedule
1.	DRRP & Core Network	Dir. (Tech.)	<ul style="list-style-type: none"> <li>• States which have not entered the DRRP and Core network data online to be reminded to do so.</li> <li>• Modified Core Network from states like Andhra Pradesh, Bihar and West Bengal after review of Core Network in the structure or changing the connectivity status of habitations, after a thorough inventory, will be pursued to freeze the data.</li> <li>• Comprehensive updation of status of core network and preparation of digital database.</li> </ul>	<ul style="list-style-type: none"> <li>• July, 2009.</li> <li>• October, 2009.</li> <li>• Guidelines July 2009, Draft plans, July 2010 &amp; final plans December, 2010.</li> </ul>
2.	Scrutiny of proposals	Dir. (Tech.)	Clearance of Project Proposals of Rs.15000 crore for construction of 45,000km of rural roads.	1 <sup>st</sup> Quarter- Rs.1000 cr(4000km) 2 <sup>nd</sup> Quarter- Rs.4000cr(12000km) 3 <sup>rd</sup> Quarter-Rs.5000cr(16000km) 4 <sup>th</sup> Quarter- Rs.5000cr (18000km)

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3	Design & specification	Dir. (Tech.)	<ul style="list-style-type: none"> <li>Pursuing with IRC for the special Publication on CD structures for Rural Roads.</li> <li>Getting feedback on the revised Design Manual for necessary amendments in other associated documents such as BoS and SDB.</li> </ul>	<ul style="list-style-type: none"> <li>September, 2009.</li> <li>October, 2009.</li> </ul>
4	State Technical Agencies (STAs)	Dir. (Tech.)	<ul style="list-style-type: none"> <li>Review the performance of STAs.</li> <li>Review the progress of data collection and analysis on the projects assigned to STAs mainly RRPPS.</li> </ul>	<ul style="list-style-type: none"> <li>Dec. 09</li> </ul>
5	Principal Technical Agencies (PTAs)	Dir. (Tech.)	<ul style="list-style-type: none"> <li>Facilitating random check of DPRs scrutinized by STAs in different states. Detailed guidelines to be issued and the process pursued.</li> <li>Technical Audit of selected road works by PTA's.</li> <li>Assigning monitoring of Research Projects / Pilot Projects.</li> </ul>	<ul style="list-style-type: none"> <li>July, 2009.</li> <li>December, 2009.</li> <li>Soon after clearance of Pilot Projects</li> </ul>
6	Studies Research / Pilot projects	Dir. (Tech.)	<ul style="list-style-type: none"> <li>Monitoring the progress of pilot project on Jute Geo Textiles in collaboration with JMDC/CRRI.</li> <li>Taking technology demonstration Projects with other stabilizers and compounds after the suppliers satisfy the pre-requisites.</li> <li>Compilation and analysis of data obtained from traffic volume survey.</li> <li>Pursuing with STAs and PTAs for collecting the data for Rural Roads pavement performance study and monitoring further data collection and analysis.</li> <li>Second Progress Report</li> </ul>	<ul style="list-style-type: none"> <li>December, 2009 (First report)</li> <li>March 2010 (Second report)</li> <li>March 2010</li> <li>August 2009</li> <li>Data already received and will be compiled by July, 2009.</li> <li>March 2009</li> </ul>

#	Item	Functionary	Activity	Time Schedule
7	World Bank - I	Dir. (P-I)	<ul style="list-style-type: none"> <li>Continue implementation of project in Jharkhand, Himachal Pradesh, Rajasthan &amp; Uttar Pradesh.</li> <li>Liase and coordinate with World Bank for Project clearances and reimbursement of claims.</li> <li>Implementation of the recommendation of the Bank on Mid Term Review (MTR)</li> </ul> Hold workshop for WB States.	
	<b>World Bank – II</b>		<ul style="list-style-type: none"> <li><b>Continue Preparatory activities, for Preparation of Project Appraisal Document (PAD) &amp; loan negotiation.</b></li> <li><b>Award &amp; commence project under retroactive financing.</b></li> <li><b>Continue Implementation of Project with Batch I.</b></li> <li><b>Commence Project Preparation for Batch II.</b></li> </ul>	
8.	Monitor planning and Physical & financial progress of Works	Dir. (P -I)  Dir((-I)/ Dir(P-III)	<ul style="list-style-type: none"> <li>Compilation and consolidation of returns and reports and submission to MoRD etc. on Bharat Nirman, Outcome Budget etc.</li> <li>Hold Regional Review Meetings.</li> <li>Visit Core States and hold review with PIUs.</li> </ul>	<ul style="list-style-type: none"> <li>Monthly /quarterly</li> <li>Every quarter</li> <li>Three States in every quarter</li> </ul>
9.	Maintenance Audit	Dir. (P -I)	<ul style="list-style-type: none"> <li>Review reports, take follow up action.</li> </ul>	<ul style="list-style-type: none"> <li>Oct. 09</li> </ul>

#	Item	Functionary	Activity	Time Schedule
10	Review meetings, Empowered Committee Meetings.	Dir. (P -I)	<ul style="list-style-type: none"> <li>• Compilation of data, analysis &amp; preparation of power point presentation for Empowered Committee, Review meetings with the States, other Nodal organisation, Performance Review Committee Meetings etc.</li> </ul>	<ul style="list-style-type: none"> <li>• As when required</li> </ul>
11	Assistance in Release of funds	Dir. (P -I)	<ul style="list-style-type: none"> <li>• Monthly Analysis for release of funds.</li> </ul>	<ul style="list-style-type: none"> <li>• Monthly</li> </ul>
12	Development of Standard bridge designs.	Dir. (P-I)	<ul style="list-style-type: none"> <li>• Steel Structure Manual <ul style="list-style-type: none"> <li>➤ up to 15m span girder bridges</li> <li>➤ 20, 25, 30m span truss bridges</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Plan for at least 10 steel bridges by Sept. 09</li> </ul>
13.	Procurement Audit	Dir (P-I)	<ul style="list-style-type: none"> <li>• Procurement Audit through independent agency envisaged for the year 2009-10.</li> </ul>	<ul style="list-style-type: none"> <li>• Final Audit Report by March 2010.</li> </ul>
14	Developing Maintenance Policy	Dir (P-I)	<ul style="list-style-type: none"> <li>• To develop a basic maintenance management frame work document for use in States</li> </ul>	<ul style="list-style-type: none"> <li>• Final Report by Oct 2009`</li> </ul>
15	ADB (Rural Roads Sector I&II Projects	Dir -PII	<p>Rural Roads Sector I Projects (RRSIP)</p> <ul style="list-style-type: none"> <li>• Monitoring of implementation of ADB Batch I to IV in Madhya Pradesh and Batch I to III in Chhattisgarh.</li> </ul> <p>Rural Roads Sector II Investment Programme (RRSIIP)</p> <ul style="list-style-type: none"> <li>• Monitoring of implementation of ADB Batch I and II in Assam, Orissa and West Bengal.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Monthly Progress Reports of Madhya Pradesh and Chhattisgarh.</li> <li>• Monitoring monthly progress reports of Assam, Orissa and West Bengal along-with the normal PMGSY progress</li> </ul>



#	Item	Functionary	Activity	Time Schedule
16	Loan closing of RRSI & RRSII (Projects-I)	-do-	<ul style="list-style-type: none"> <li>Loan Closure and related proceedings for RRSIP (<i>Loan No. 2018-IND</i>) and RRSII Investment Programme (<i>Loan no. 2248-IND-Project I</i>).</li> </ul>	<ul style="list-style-type: none"> <li>30<sup>th</sup> September, 2009</li> </ul>
17	PFR submission in RRSIIP	-do-	<ul style="list-style-type: none"> <li>Submission of Periodic Financing Request (PFR) <ul style="list-style-type: none"> <li>- 4<sup>th</sup> PFR</li> <li>- 5<sup>th</sup> PFR</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>30<sup>th</sup> April 2009</li> <li>31<sup>st</sup> December 2009</li> </ul>
18	ADB (Rural Roads Sector I&II Projects.	Dir-P-II	<ul style="list-style-type: none"> <li>Submission of Reimbursement claim and review of observations of ADB and its compliance for Rural Road Sector Project I and Rural Road Sector Project II</li> </ul>	<ul style="list-style-type: none"> <li>Submission of Reimbursement claim to CAAA within 5 days of receipt from states</li> </ul>
19	Quarterly progress report to ADB	-do-	<ul style="list-style-type: none"> <li>Submission of Quarterly Progress Report for Rural Road Sector I Project and Rural Road Sector II Project projects to ADB.</li> </ul>	<ul style="list-style-type: none"> <li>Submission of Quarterly Progress Reports to ADB by 15<sup>th</sup> February, 15<sup>th</sup> May, 15<sup>th</sup> August and 15<sup>th</sup> November for each quarter</li> </ul>
20	Targets for ADB projects	-do-	<ul style="list-style-type: none"> <li>CY 2009 targets communicated for \$ 113 million for RRSIP and RRSIIP.</li> </ul>	<ul style="list-style-type: none"> <li>31<sup>st</sup> December 2009</li> </ul>
21	Quarterly review of ADB works	-do-	<ul style="list-style-type: none"> <li>Quarterly Meeting of Project Coordination Meeting under the chairmanship of JS(RC) &amp; DG, NRRDA.</li> </ul>	<ul style="list-style-type: none"> <li>Meeting in every quarter.</li> </ul>

#	Item	Functionary	Activity	Time Schedule
22	Quality Monitoring	Dir( P-III)	<ul style="list-style-type: none"> <li>• Empanelment and performance review of NQMs</li> </ul>	<ul style="list-style-type: none"> <li>• First review June 2009, Second review December 2009</li> </ul>
			<ul style="list-style-type: none"> <li>• Selection Committee Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• As and when required. (Preferably following Performance Review Meeting)</li> </ul>
			<ul style="list-style-type: none"> <li>• Analysis of reports and ATR follow up</li> </ul>	<ul style="list-style-type: none"> <li>• First Quarter June 09</li> <li>• Second Quarter Sept. 09</li> <li>• Third Quarter Dec. 09</li> <li>• Fourth Quarter March.10</li> </ul>
			<ul style="list-style-type: none"> <li>• Inspection of works in States</li> </ul>	<ul style="list-style-type: none"> <li>• Coverage of three States every quarter</li> </ul>
23	Workshop and Seminars	Dir PIII	<ul style="list-style-type: none"> <li>• Workshop on EPC Contracts (document)</li> <li>• Workshop on Quality Monitoring and Project Scrutiny</li> <li>• Workshop on Stage Passing under First Tier of Quality Mechanism.</li> <li>• Workshop/ training programme on e-procurement.</li> <li>• Appropriate cost effective technologies for Rural Roads.</li> <li>• Coordinating PIARC International Seminar on Sustainable Maintenance of Rural Roads.</li> </ul>	<ul style="list-style-type: none"> <li>• August, 2009</li> <li>• Pilot roads in a few States.</li> <li>• September, 2009</li> <li>• September-October, 2009</li> <li>• October-November, 09</li> <li>• November, 2009</li> <li>• January 2010</li> </ul>

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24	IEC	Dir PIII	<ul style="list-style-type: none"> <li>• Development of Information Brochure</li> <li>• Development of documentaries on the Programme</li> </ul>	<ul style="list-style-type: none"> <li>• Every Quarter</li> <li>• December 2009</li> </ul>
25	Transparency in Programme Implementation		<ul style="list-style-type: none"> <li>• Phase II of the module for citizen monitoring by PAC</li> </ul>	<ul style="list-style-type: none"> <li>• Field work : upto June '09</li> <li>• Final reporting : Aug '09</li> </ul>
26	Monitoring of complaints	Dir PIII	<ul style="list-style-type: none"> <li>• Action on the complaints received to be taken by either coordinating with the State concerned or deputy NQM's as the case may be.</li> </ul>	<ul style="list-style-type: none"> <li>• To be attended immediately</li> </ul>
27	e-Procurement under PMGSY	Dir PIII	<ul style="list-style-type: none"> <li>• Finalization of Action Plan</li> <li>• Implementation of e-procurement in States of Phase I.</li> </ul>	<ul style="list-style-type: none"> <li>• July, 2009</li> <li>• 3<sup>rd</sup> Quarter</li> </ul>
28	Quality Audit	Dir PIII	<ul style="list-style-type: none"> <li>• Identification of States and audit agencies and finalization of methodology</li> <li>• Finalize implementation schedule</li> <li>• Pilot Quality Audit Report</li> </ul>	<ul style="list-style-type: none"> <li>• June, 2009</li> <li>• August, 2009</li> <li>• February 2010</li> </ul>
29	Procurement of works under PMGSY	Dir P-III	<ul style="list-style-type: none"> <li>• Finalization of second version of SBD</li> </ul>	<ul style="list-style-type: none"> <li>• August, 2009</li> </ul>

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30	Outsourcing of 2 <sup>nd</sup> tier Quality Monitoring	P-III	<ul style="list-style-type: none"> <li>Finalization of guidelines for outsourcing of 2<sup>nd</sup> tier Quality Monitoring</li> </ul>	<ul style="list-style-type: none"> <li>August, 2009</li> </ul>
31	Development of Document for EPC Contracts	Dir P-III	<ul style="list-style-type: none"> <li>Review of 1<sup>st</sup> Draft</li> <li>Workshop for finalization of the document.</li> <li>Finalization of Document</li> </ul>	<ul style="list-style-type: none"> <li>June, 2009</li> <li>August, 2009</li> <li>December, 2009</li> </ul>
32	Enhancements in OMMAS and Periodical Review of its Implementation	Dir (F&A)	<p><b>A. Enhancement/upgradation of the OMMAS as under:</b></p> <ol style="list-style-type: none"> <li>Implementation of e-payment in States doing accurately data entry in OMMAS.</li> <li>Integration of E-procurement system with OMMAS.</li> <li>Implementation of Decision Support System equipped with graphical reports at district logins,</li> <li>Generation of all reports through OMMAS in Hindi.</li> </ol>	<ol style="list-style-type: none"> <li>As and when the SRRDA makes a requests in this regard or we come to know that a particular state has started doing accurate data entry.</li> <li>.Integration of e-procurement software with OMMAS by Dec. 2009</li> <li>.Decision Support system implementation in all logins to be finished by Aug 2009</li> <li>.Sept 09</li> <li>As and when received <ol style="list-style-type: none"> <li>one-fourth of the States to be covered every quarter..</li> </ol> </li> <li>As and when requests are received from the SRRDAs.</li> </ol>

#	Item	Functionary	Activity	Time Schedule
			<p>5. Examine and implement the suggestions received from SRRDAs etc for upgradation of OMMAS , etc.</p> <p><b>B. Periodical Review</b></p> <p>1. Review of the status of implementation of all the modules of OMMAS in the States to improve the reliability of the data and reports.</p> <p>2. Conduct training wherever required.</p>	
33	PMGSY Accounting System	Dir(F&A)	<p>i. Review the implementation of the PMGSY accounting system in all the States with special reference to the World Bank and ADB funded States.</p> <p>ii. Conduct training for the Staff of the States.</p> <p>iii. Provide assistance wherever required for preparation of accounting records.</p> <p>iv. Preparation and consolidation of FMRs for World Bank, every quarter.</p> <p>v. Processing of claims of World Bank and ADB reimbursements.</p>	<p>i. To carry out a detailed review of two States in each quarter by rotation</p> <p>ii As and when requested by the SRRDAs.</p> <p>iii. As and when requested by the SRRDAs.</p> <p>iv Consolidation and submission of FMRs by the due date to World Bank</p> <p>v Submission of the claims within 3 days of receipt from States</p>

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34	Release of Funds through NABARD	Dir(F&A)	<ul style="list-style-type: none"> <li>i. Drawal of funds from NABARD (Rs.6500 crores during 2009-10)</li> <li>ii Transfer of Funds to States</li> </ul>	<ul style="list-style-type: none"> <li>i. Application to be sent to NABARD within 24 hrs of receipt of sanctions from MoRD.</li> <li>ii. Instructions to be sent to the Bank for transfer to the States within 24 hrs of receipt of funds from NABARD</li> </ul>
35	Administration/ co-ordination	Dir(F&A)	<ul style="list-style-type: none"> <li>i Hold Executive Committee meetings .</li> <li>ii Hold General Body meetings to approve the budget and adoption of accounts.</li> <li>iii Compilation, Consolidation and Printing of Annual Report</li> <li>iv Parliament Matters</li> </ul>	<ul style="list-style-type: none"> <li>i. One meeting of EC every quarter</li> <li>ii. GB meeting to be held twice a year</li> <li>iii. Annual Report to be placed before the GB and submitted to the Ministry by October 2009.</li> <li>iv. To be submitted within the time frame</li> </ul>
36	Internal Audit of SRRDA/PIUs	Dir (F&A)	Guidelines for mandatory internal audit of SRRDA/PIUs.	July, 2009