

No. HPSAU-H (A) (A)-1/2016-830 to 836
Social Audit Unit, 1st Floor,
Barowalias House, Kahlini, Shimla (HP) 171002

From

The Secretary (UD)-cum-Chairman,
Social Audit Society, Himachal Pradesh

To

1. The Secretary (RD) to the
Govt. of Himachal Pradesh,
2. Principal Accountant General (C & AG),
Gorton Castle Building, Shimla Himachal Pradesh-171003
3. Deputy Accountant General (Social Sector),
AG office, Himachal Pradesh
4. The Joint Director (RD)
Department of Rural Development, SDA Complex, Kasumpti, Shimla
5. The National Director,
Chinmaya Organisation for Rural Development (CORD),
Sidhbari, District Kangra, H.P.
6. The Chairman, Himotkarsh Sahitya and Jan Kalyan Parishad (regd.),
Rotary Galli, Ward No. 9, Distt. Una, 174303.
7. The Managing Director,
IIRD Complex, Bye Pass Road, Shanan, Sanjauli, Shimla-171006

Dated: Shimla the 22nd January, 2021

Subject: Proceedings of the meeting of Governing Body of H.P. Social Audit Society held on 07.01.2021

Sir,

I am directed to enclose herewith a copy of proceedings of the meeting of Governing Body, HP Social Audit Society, held on **07.01.2021** at **11:00 AM** under the Chairmanship of Sh. Rajneesh, IAS, Secretary(UD)-cum-Chairman, H.P. Social Audit Society in Committee Room, Ellerslie Building, H.P. Secretariat Shimla-171002 for your information and further necessary action please.

Encl: As Above

Yours faithfully,


**Member Secretary-cum-Director,
Social Audit Unit,
Himachal Pradesh**

Endst. No. As Above _____ **Dated** _____ January, 2021

Copy to:

1. PS to Secretary (UD) to the Govt. of Himachal Pradesh for kind information of worthy Secretary (UD) please.

- sd -
**Member Secretary-cum-Director,
Social Audit Unit,
Himachal Pradesh**

Proceeding of the meeting of Governing Body of Himachal Pradesh Social Audit Society (under MGNREGA) held on 07.01.2021 at 11:00 AM

The meeting of the Governing Body of Himachal Pradesh Social Audit Society was held under the Chairmanship of Sh. Rajneesh (IAS), Secretary (UD)-cum-Chairman of the Governing Body of Himachal Pradesh Social Audit Society on **07.01.2021 at 11:00 AM** in Committee Room, Ellerslie Building, HP Secretariat, Shimla-171002.

Following members attended the meeting:

1. Dr. Ajay Kumar Sharma, Secretary (RD) to the Govt. of Himachal Pradesh.
2. Sh. Anil Sharma, Joint Director, Department of Rural Development.
3. Dr. Kashma metre, National Director, Chinmaya Organisation for Rural Development.
4. Sh. Jatinder Kanwar, Representative of Himotkarsh Sahitya and Jan Kalyan Parishad, Distt. Una.
5. Sh. Hem Raj Chauhan, Representative of Institute for Integrated Rural Development.
6. Sh. Kewal Sharma, Director(SAU)-cum- Member Secretary, Himachal Pradesh Social Audit Society

The Director (SAU)-cum-Member Secretary, Social Audit Unit welcomed all the participants present in the meeting and Dr. Kashma metre and Sh. Jatinder Kanwar, who joined the meeting through Google Meet due to COVID-19 Pandemic. A presentation on Social Audit, highlighting various activities under Social Audit and achievements was presented by him before the Governing Body. Thereafter, Agenda items were presented before the Governing Body one by one for consideration and decision.

1. **Confirmation of minutes of last Governing Body Meeting:** The member Secretary apprised the house that the last Governing Body meeting was held on 28.06.2017 and action has been taken on all the decisions.
2. **Frequency of Governing Body Meeting:** As per Rules and Regulations of HP Social Audit Society, the governing body shall meet once in three months but presently, the same is not in practice because sufficient agenda items are not there for the quarterly meetings. Therefore, it was proposed that the Governing body shall meet atleast once in six months for the smooth functioning of the Society. It was, therefore, decided that amendment in the Rules and Regulations of the Society may be carried out on the basis of the recommendations.
3. **Web Application for Social Audit Unit:** The member Secretary informed the house that the matter w.r.t development of web Application is already

Signature

in process with Department of IT. The requirements and the scope of the applications have been discussed with the officials of the DIT and the final proposal is awaited from them. It was suggested by the Governing Body that the matter may again be taken up with the department and a mobile app may also be developed alongwith the web application. This application must also include the formats for other Govt. of India run schemes that are to be undertaken under Social Audit form next financial years.

4. **Selection criteria for the selection of Social Audit Expert and District Resource Persons:** The Member Secretary proposed the selection criteria for the post of Social Audit Experts and District Resource Persons as there are number of posts that are lying vacant and there is ambiguity in the present criteria due to which they cannot be filled. The Governing body, after brief deliberations, approved the selection criteria and suggested to explore the possibilities for outsourcing the selection process.
5. **Enhancement of Remuneration/Salary of SAU Staff:** Proposal for enhancement of the salary and remuneration of HP Social Audit unit staff was placed before the Governing body by the Member Secretary. It was proposed that Social Audits in Gram Panchayats will be planned as per the availability of funds and 30% of funds will be utilised for admin expenditure and 70% funds will be utilised for conducting of Social Audits in Gram Panchayats. It was recommended by the house to rework on the proposal keeping in view the allocation of funds from MoRD. The enhancement to be proposed, should be within the budget limit and no extra liabilities should be created.
6. **HR Policy for the staff of SAU:** The proposal to constitute the committee to frame HR policy was approved by the House. It was further decided that the HR policy should also include the provision for increment in the salary/remuneration on the basis of performance of the staff. Grading of the performance of the work should be done and increment must be based on grading of the staff.
7. **Audit of SAU Accounts:** The member Secretary informed the house that the Audit of Accounts of Social Audit Unit has been performed from 2016-17 to 2019-20 by the Chartered Accountants. It was also intimated that AG officers also audited the accounts of Social Audit Unit and completed the Audit for FY 2018-19 and 2019-20. All the reports were laid before the members of the house for perusal. It was informed that reply of audit paras have been submitted to AG and these paras are likely to be settled in the next audit.
8. **Strengthening of SAU:** It was brought to the notice of the house that presently there is only one Accountant-cum-Data Entry Operator to cater to the needs of 428 persons. There is an urgent need of one more

Accountant and two Data Entry Operators in Social Audit Unit to take care of Accounting work, establishment matters, documentation (Annual Social Audit Reports, Scheme specific Reports, weekly Reports, and Monthly Reports) and day today correspondence work. The Accountant and Data Entry Operators were proposed to be engaged on outsource basis. The house agreed upon engagement of one Accountant and two Clerks instead of Data Entry Operators on outsource basis.

9. **Ex-post facto approvals:** The following issues were brought to the knowledge of the house for ex-post facto approval and the same were considered approved by the house:

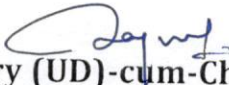
- I. An office order was circulated w.r.t. funds of committed liabilities such as Honorarium, Remuneration, Salary, Water bill, Electricity bill, Telephone bill, garbage bill, cleanliness charges, Accommodation rent, shall be drawn by DDO by single signature. In addition to this contingent expenditure upto Rs. 10,000/- (ten thousand) only per sanction shall be drawn by DDO by single signature.
- II. Change of Designation from Gram Panchayat Resource Persons to Block Resource Persons.
- III. Services of Sh. Deepak Kumar, Block Resource Person, Development Block Narkanda has been discontinued/disengagement of work and conduct.

10. **Social Audit in 2020-21:** The Member Secretary apprised the house that the process of Social Audit could not be started in April, 2020 due to COVID-19 pandemic and as per guidelines of MoRD, Govt. of India, Social Audit Unit started the process of Concurrent Social Audit from 17.08.2020. So far, 3211 gram panchayats has been covered and 5482 number of issues has been identified. The house expressed appreciation towards the progress made by Social Audit Unit and congratulated for achieving almost 90% of the set targets every year. They further suggested to follow-up the pending issues and to fill up the gaps by requesting implementing agency to specify actions on different irregularities and protocol for verification of corrective actions and timely redressal of the findings.

11. **Draft Budget for the year 2020-21:** The Member Secretary presented the draft budget for the year 2020-21 before the house for perusal and approval. The house approved the draft budget for FY 2020-21.

Besides the agenda items, other issues w.r.t. strengthen of Social Audit were discussed where the house suggested that to cope up the financial issues and make SAU financially independent by taking the other schemes like NSAP, PMAY-G, SBM etc. under Social Audit. Digital approach like multimedia and social media etc. should be adopted by the unit for awareness of the general public and panchayat functionaries particularly those PRI representative who will be elected in the election of PRIs.

The meeting ended with a vote of thanks to and from the chair.


Secretary (UD)-cum-Chairman
HP Social Audit Society