

From

No.SMS-1/2025-26-MGNREGA- - 11922-12052
Government of Himachal Pradesh
Rural Development Department

To

The Secretary (Rural Dev) to the
Government of Himachal Pradesh

1. All the Deputy Commissioners-Cum-District Programme Coordinators (MGNREGA) in HP.
2. All the Additional Deputy Commissioners-cum-Project Directors MGNREGA, HP.
3. The XEN, RDD HQ, Shimla, Kangra & Mandi in HP
4. All the District Development Officers in HP
5. All the Block Development Officers-Cum-

Subject: -
Sir/Madam,

Dated Shimla-9 07 Aug 2025
Advisory for Better Implementation of MGNREGA.

I am to inform you that the Government of India has observed irregularities in procurement practices at the Gram Panchayat level, leading to financial inefficiencies, no-uniformity in procurement rates, and quality concerns. There is scope for improved adherence to the advisories at the grassroots level while implementing the scheme. To ensure transparency, cost-effectiveness, and standardization in procurement under MGNREGS, following instructions are to be followed:-

Planning of works:

1. The planning should be done strictly as per Sections 13 to 16 of Schedule I of the Act. The Gram Sabha should prioritize the roads, while the desired surface standards of these roads (based on traffic and local conditions) should be fixed by the technical agency responsible for constructing the roads in consultation with the concerned state-level agency, like SRRDA/PWD/ etc. Only New Connectivity should be provided under this Scheme and not Up gradation. Routine maintenance and funding thereof should not be taken up under the Mahatma Gandhi NREGS. Rural Connectivity works under the Mahatma Gandhi NREGS are likely to be smaller in size (less than 2 km in length).
2. A detailed Project Report should be prepared for each work, which should include the survey, drawings, record of area/ length, its condition and other relevant data, including alignment and cross-drainage works and the volume of traffic (at Gram Panchayat and Zilla Panchayat level)

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3. To ensure community participation the implementing agency would undertake "Transect Walk", including Women Self Help Groups, while preparing the Panchayat Network Maps (P-Net Maps).
4. The State technical and authorities should ensure DPR & GIS (Geographic Information System) mapping of the proposed work, including the digitization and spatial representation and related infrastructure on the geo-referenced maps. The technical arrangements in GeoMGNREGA & Yuktdhara has already been enabled.
5. There should be no duplication or double-counting of works. It shall be the responsibility of the Programme Officers and District Programme Coordinators of Mahatma Gandhi NREGS to ensure proper implementation as per all non-negotiable and processes of Mahatma Gandhi NREGA.

Execution of works:

The provisions in the Annual Master Circular Para 7.1.7 regarding the procurement of materials shall be followed.

1. While procuring material / items, principles indicated in the General Financial Rules of GoI or the State Financial Rules should be scrupulously followed, and the records should be maintained in the work file.
2. It shall be ensured that all procurement orders must be approved by the competent State government official to whom such financial powers are vested. In no case shall such a functionary be below the rank of Block Development Officer. Such financial powers shall not be delegated further.
3. If some items are to be used across the entire block, e.g bricks, reinforcement bars, then the requirement from each GP for the entire financial year may be aggregated at the block level. The BDO shall call a tender for such aggregated items so that materials are procured at competitive rates and economics of scale are achieved. The BDO shall approve the vendors along with rates for the procurement of the aggregated items. In all such cases, the GPs may procure the material at approved rates through vendors approved by BDO. The States can also procure such aggregated items either at the District or the State level after approval of the Principal Secretary in charge of the Mahatma Gandhi NREGS.
4. Copies of receipts of the royalties paid to the Government (for example, tax paid to the local revenue authority for the collection of sand, stone, etc.) should be kept inside the Case Record/ Work File. These costs are to be included in the technical estimate of the project/ work. All other provisions as per the guidelines should be strictly adhered to.

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Quality control and monitoring of works:-

1. The planning, design, implementation, quality control and maintenance shall be ensured as per the guidelines issued by the Ministry, especially Para 7.12 of the Annual Master Circular 2024-25.
2. Quality management procedures shall be implemented by (District Panchayat or technical department. Department has already issued instructions to the Assistant Engineers at field level to check the quality of assets created under MGNREGS on regular basis, ensuring that assets created under MGNREGA are economical, durable and productive vide letter No. XEN-RDD-19/2020-quality control-12802-12813 dated 21.05.2025.

You are, therefore, requested to initiate appropriate action to comply with the instructions and to ensure effective implementation of scheme in accordance with the guidelines.

Yours faithfully,


05/08/25
**Secretary (RD) to the
Government of Himachal Pradesh**