

PROCEEDINGS OF THE DISTRICT COLLECTOR, WEST GODAVARI, ELURU
Present: Smt. G. Vani Mohan. I.A.S.

Rc.No. _____ /2011

Dated: -8-2011

Sub: Effective implementation of various programmes and schemes in the district - Monitoring and Supervision and suggestions of remedial measures - Delegations of Powers of the MANDAL PARISHAD DEVELOPMENT OFFICERS - Orders - Issued - Regarding.

Ref: Minutes of the Grants in Aid Committed meeting held on 19-7-2011 under the Chairmanship of the District Collector, W.G., Eluru.

The Grants in Aid Committed meeting was held on 19-7-2011 under the Chairmanship of the District Collector, W.G., Eluru. During the meeting the committee has resolved to prepare an action plan to evolve a mechanism at Mandal Level for effective implementation of various programmes and schemes of the Govt. to ensure 100% results.

The Mandal Parishad Development Officers of the Mandal Concerned shall be the sole incharge of the programme. He/ She shall monitor, supervise and suggest, remedial measures also for effective implementation of various programmes, schemes and ensure desired results.

For administrative convenience the Mandal Parishad Development Officer concerned, such be divided each mandal into three clusters and see that each cluster consists of equal number of villages.

The following three officers shall be the incharges to one of the clusters.

1. Mandal Parishad Development Officer concerned, He/ She shall be the incharge of one of the three clusters and also supervising officer over the remaining the clusters of the mandal concerned.
2. EORD incharge of one of the three clusters.
3. Mandal Educational Officer incharge of one of the three clusters.

The above officers shall Monitor, Supervise and suggest, remedial measures to the concerned officers who are implementing the following programmes and schemes being implemented in their respective mandal. Three supervising officers shall be assisted by Mandal Resource Persons, Village Development Officers/ Educational Officers / Headmasters of respective schools/ Anganwadi workers / DWACRA / IKP Members at Village level in their respective clusters.

The Supervising officers are requested to entrust specific duty to the above said assisting officers to obtain feed back from them an implementation of various programmes and schemes relating to villages to prepare consolidated report. Such reports shall be reviewed every week / Fort night/ Month by the Mandal Parishad Development Officer concerned and suggest remedial measures.

The Mandal Parishad Development Officers concerned shall submit his/her compliance report of the mandal on implementation of prorammes and schemes to the Chief Executive Officer, Zilla Parishad, West Godavari District, Eluru. The same will be submitted to the District Collector, West Godavari, Eluru for review to be conducted every month on Monday.

Job chart of cluster level officers.

1. All the out of school children in the cluster should necessarily be joined schools by 31-8-2011. The cluster level officers shall give necessary instructions to the concerned and see that all out of school children joined in school by 31-8-2011.
2. At the same time they have to identify if there are fresh dropouts and see all such fresh dropouts are continue to attend schools.
3. By study pursuance of above activity the West Godavari District should be declared out of schools children free within five years from now.
4. The committee shall also identify all types of needs, school wise and submit proposals to concerned authority to provide requirements of each school.
5. The cluster level officers shall identify list of offices, schools like RBCs, NRBCs, NGOs all types of such institutions which are receiving grants / Financial assistance from the Govt. in their respective clusters. They supervise and see that all activities are implemented properly. Any irregularities or avert news from public should be reported to the authorities concerned to take necessary action.

The Mandal Parishad Development Officer of the mandal shall monitor, supervise and suggest remedial measures on all activities of various departments with the help of cluster level teams.

1. Construction of I.S.Ls., CSLS in schools & Hostles.
2. Education - OSC - Identification - mainstreaming - Before 31st August-2011.
Functioning of schools, implementation of providing of meal scheme and payment to agencies, distribution of N.T. Books, Teachers attendance etc.
Functioning of RSTCs/ NRSTCs / Work site schools etc.,
Supervision of progress civil works under all type of schemes.
Functioning of Anganwadi and providing nutrition to the children, improving 10th Class results
3. Improvement in infrastructure to hostles.
4. Drinking Water Supply.
5. All issues relating to Sanitation
6. Identification of dumping yards in the village.

7. Functioning and modernization of Primary Health Centres and Veterinary hospitals/ dispensaries/ RLUs.
8. Tree plantation
9. Disabled Camps
10. Job Mela
11. Personality development camps and carrier counseling to 9th to PG students
12. Pensions distribution
13. N.R.E.Gs, Job Card issue

Basing on the reports furnished by Mandal Parishad Development Officers, the Heads of departments at district level shall present to the District Collector, West Godavari District for review and take necessary action for improvement and redresses. The said activity is continuous one for better implementation of programmes and schemes of the Govt.

Therefore the Mandal Parishad Development Officers are requested to give utmost importance to the item of work.

Receipt of these proceedings should be acknowledged.


District Collector,
West Godavari, Eluru
4/10/2011

To
All the Mandal Parishad Development Officers, Mandal Parishad in the district.
Copy to all the Heads of the departments (at district level).