

J-12039/1/2/2016-MGNREGA-IV
Government of India
Department of Rural Development
(MGNREGA Division)

Krishi Bhawan, New Delhi
Date: 15th Dec.2016

Office Order

Subject: Monitoring and Evaluation Framework under MGNREGA

The Monitoring and Evaluation (M&E) Framework for ensuring effective implementation of MGNREGS has been finalized with the approval of the competent authority. The M&E Framework outlines the responsibilities as follows:

I. Management of NregaSoft MIS and Weekly analysis of MIS reports

The Weekly Reports for MGNREGA are generated under various heads. For the purpose of monitoring, these reports can be categorized under 3 groups: Beneficiary, Works and Finances. The indicators which would be used for monitoring of MGNREGA programme would be as under:

a) Beneficiary:

- I. Job Card Related Reports
 - i. SECC data linkage: All household's dependent on Casual Manual Labour as per SECC 2011 having a Job Card
 - ii. Category wise registered and active households (Job Cards)/workers
 - iii. Verification of Job Cards
 - iv. Aadhaar coverage
 - v. Employment generation for Forest Rights Act beneficiaries
 - vi. Households which have stopped coming for MGNREGA Works
- II. Worker's Account Detail
 - i. Financial institutions wise details of accounts
 - ii. Gender wise individual/ joint
 - iii. Non- regular payment mechanism- Cash and Cheque: Number of households and workers
 - iv. State/ District wise Existence of Business Correspondents
- III. Employment Generation
 - i. Status of Employment generation
 - ii. Seasonality of Employment generation
 - iii. GP with No Employment generation


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iv. Households Completed 100 days /150 days (where applicable)

b) Works:

- i. Category wise work analysis (Physical and Financial progress)
- ii. NRM/ Individual assets/ Agriculture and Allied activities wise work analysis: state wise for all and district wise for agriculture and allied activities
- iii. Work Completion rate
- iv. Total number of Assets created and Geo-tagged
- v. Outputs & Outcomes: Irrigation works, Plantation works, Individual Assets works and Avenue Plantation (esp. PMGSY) works

c) Finances

- i. Releases and fund positions
- ii. Fund Utilization Status
- iii. Delayed Payment
- iv. Labour - Material Ratio analysis
- v. Administrative Expenditure

d) Priority Areas Progress (In Addition to above)

Sr No	Subject	Team Members Responsible	Periodicity
1.	Farm Ponds	Ranjit Jadhav, Pankaj Duberkar, Vivek Anand and Nitesh Kumar	Weekly
2.	Aanganwadi Centres		
3.	Vermi/Nadep Compost		
4.	Seven Registers implementation in all the Gram Panchayat under implementation	Satish Ranjan Sinha , Nitesh Kumar, Vivek Anand and Mohit Saini	Weekly
5	State Level Workshops for Mission Water Conservation	Satish Ranjan Sinha, Ranjit Jadhav , Pankaj Duberkar, Vivek Anand & Biju Abraham	As per Dates given by States
6.	Barefoot Technicians (BFT) trained and deployed	Gajanan Rauta , om Prakash Sahoo, Vaibhav Maheshwari, Sonal Kulshreshtha, Ishwar Bairwa and Meekha Hannah Paul	Weekly

Socio Economic and Caste Census (SECC)

The Ministry of Rural Development, Government of India, commenced the Socio Economic and Caste Census (SECC) 2011, in June 2011 through a comprehensive door to door enumeration across the country. SECC is a comprehensive exercise which was carried out for both rural and urban India. This census has generated information on a large number of social and economic indicators relating to households across the country.


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Currently SECC data records information under 7 categories- Income Slab, Income Source, Salaried Job, House ownership type, House type, Exclusion, Inclusion and Deprivation. From the point of view of monitoring of MGNREGA, 2 categories are significant- Inclusion and Deprivation. Under Deprivation category, a parameter- Landless Households dependent on manual casual labour, records those households which are dependent on unskilled work for their livelihood. As per SECC 2011, there are around 5.37 crore such households.

The SECC data is being linked to the Job Cards with two objectives;

1. To identify whether 5.37cr manual casual labour have job cards
2. If not, registering them with MGNREGA with their consent and willingness

(Responsible: Selveshvaram, Ashutosh Gupta, Ishwar Bairwa and Mukesh Kumar)

(Periodicity: Weekly Monitoring)

Section I	Overall Responsibility	Periodicity
Management of NregaSoft	Ashutosh Gupta, Ritesh Saxena, Selveshvaram	Ongoing
Analysis and Submission of MIS Reports	Vivek Anand and Nitesh Kumar	Weekly

II Monthly Field Visits (Monitoring)

Field visits will be conducted by the Programme Division to assess the performance of the MGNREGA programme. The team will comprise 4 to 5 members from the Programme Division, for at least, one field visit each month. The field visit will be more of an evaluation study with an aim to understand the performance of MGNREGA in the respective states, and enable the states to take corrective measures, wherever required. The intent of the field visits will be to strengthen the implementation of the programme.

All the information related to the key parameters will be collected from the field by conducting participatory exercises and through structured questionnaires or by any other activity where there is an active interaction with the beneficiaries, field functionaries, elected members etc.

Post the field visit, a detailed presentation of the visit will be made in the Programme Division, within 3 days of the return. Thereafter, the observations along with suggestions (if any) will be shared with the concerned States/ UTs, at the earliest. The communication will also be uploaded on the MGNREGA website. The States/UTs would have to take action and the action-taken report will be uploaded in the MGNREGA website within 15 days of the communication. The reports uploaded on the website will be a learning tool for other States too. The whole process will be completed within 20 days' time from the date of the visit.

(Responsibility: Vivek Anand, Nitesh Kumar , Ranjit Jadhav and Assistant Commissioner (RE-IV))

(Periodicity: Monthly Visits)

(Periodicity: Monthly Visits)

III Quarterly Inter-State Exchange Programme

Inter State Exchange Programme (ISEP), is an initiative taken by the Programme Division to help strengthen the programme through peer learning. ISEP will help the state governments to learn innovations and solutions from each other.

MoRD will be organizing the visits once in a quarter, with a target of minimum of 4 visits in a year, to facilitate the capacitation of the state departments to effectively implement and monitor the programme at their level.

Criteria of Selection of the States

- The Programme Division will identify States with effective programme implementation status. The implementation status will be defined on the basis of the inclusion of the vulnerable communities, creation of productive assets of prescribed quality and durability, excellence in implementation of the processes of MGNREGA and good practices adopted.
- The selected states will be named as “peer leaders”. The exercise of identifying the ‘States with Strong Implementation’ will be carried out in the start of the financial year, which will be duly communicated to the respective states.
- Post the identification of the ‘peer leader’, other states will be grouped for the purpose of revolving exposure. A group will consist of 7 or 8 states.
- The states will be grouped on the basis of geographical, terrain and demographic similarities. This will help in creating a common connect among the participating states.

Responsibilities

- Programme Division
 - To prepare the schedule of ISEP
 - Identification of Peer-Leader and Cluster of Participating States
 - Guidelines to Peer Leaders and Participating States
 - Templates of field plan, presentations, reporting and documentation
 - Allocation of roles to MoRD officials participating in the ISEP.
- Peer Leader:
 - To make a clear field plan demonstrating the processes, output and outcome vis-à-vis range of works undertaken at large scale in the state to tangibly contribute to the rural resource base.
 - To develop booklet with detailed description of works identified for learning in ISEP for ready reference.


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- To prepare documentary evidences (Stories of Job Card Holders- One for each type of work) for tangible benefits accrued to Job card holders through MGNREGA.
- Visiting States:
 - To present learning/key take-away from the ISEP in the valediction ceremony through PPT.
 - To report back to respective states about the learning and key take-away.
 - Apprise Ministry on the “action taken” based on ISEP learning.


ISEP visits would be documented for wide dissemination.

(Responsibility: Director (MGNREGA), Assistant Commissioner (RE-IV), Vivek Anand, Nitesh Kumar, Pankaj Duberkar and Ranjit Jadhav)
(Periodicity- Quarterly Events)

IV NLM for Visits (Exclusively for MGNREGA)

The MGNREGA Division would chalk out a programme for evaluation of MGNREGA works through the National Level Monitors with at least two states being covered every month. This will require close liaison with Monitoring Division of the ministry.

(Responsibility: Director (MGNREGA), Assistant Commissioner (RE-IV), Vivek Anand, Nitesh Kumar)
(Periodicity: Two States per Month)


(Aparajita Sarangi)
Joint Secretary (MGNREGA)

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Copy to:

- 1) Director/Deputy Secretary, MGNREGA
- 2) All Undersecretaries/Assistant Commissioner, MGNREGA
- 3) All Program Officers/Project Officers/Consultant, Programme Division, MGNREGA
- 4) PPS to Secretary (RD)
- 5) PS to AS (RD)
- 6) PPS to JS (Monitoring Division)