

Government of Jammu and Kashmir
Department of Rural Development and Panchayati Raj
Civil Secretariat, J&K, Jammu/Srinagar

Email: secvrdd11@gmail.com

Tel. No.: 0191-2564763

Fax No. 0191-2560678

Subject: - Role and responsibilities of MGNREGA Contractual Staff.

Circular No. 84- RD&PR of 2020

Dated: 21 .01.2020

MGNREGA guidelines provide for the engagement of supporting staff for the implementation of MGNREGA at grass root level. Accordingly, one MIS Operator at block level was allowed to be engaged by the District Level Committee to upload the data on Nregasoft on daily basis to ensure timely payment of wages and monitoring of online parameters at block/GP level.

These block level MIS operator are provided with user credentials using which they upload the data on NregaSoft and it is the responsibility of block MIS to ensure there is no misuse of the user credentials and they are mandate not to share these user credentials with any other person to maintain sanctity of data uploaded. However, it has come to the notice of this office that in some blocks staff/officials other than MIS operators are using the user credentials on the direction of BDOs or otherwise which is in violation of guidelines and procedure. This not only results in wrong MIS entries on NregaSoft but leaves scope for escaping responsibilities by MIS Operator

As such, it is enjoined upon all the DPCs/ADPCs/BDOs to ensure the user credentials should be used by the block MIS engaged for the purpose and none other than that. In case of MIS Operator not being capable of performing the functions assigned or is found involved in any malpractice in anyway, his/her services should be immediately terminated after following due procedure and Administrative Department be informed about the same. In case of any negligence the BDO concerned shall be personally responsible for further consequences if any.

*BDO HQ to circulate
to all.*

Sd/-
(Sheetal Nanda, IAS)
Secretary to the Government

Dated: 21 .01.2020

No. RD/MGNREGA/13/2020
Copy for information to the:

1. All District Programme Coordinators (DCs).
2. Director, Rural Development Department, Jammu.
3. Director, Rural Development Department, Kashmir.
4. All Additional District Programme Coordinators (ACDs).
5. All Block Development Officers (BDOs)
6. Private Secretary to Secretary to the Government, Department of Rural Development and PR.
7. Government order file(w.2.s.c)

452
(Rakesh K Badyal) KAS 21/01/20
Additional Secretary to the Government

Government of Jammu and Kashmir
Directorate of Rural Development Kashmir

No:-LRDK/Estt/21/Gnl/2018

Copy of the above forwarded to the:

1. Assistant Commissioner Development _____ (All)
2. Block Development Officer _____ (All)

for information and necessary action.

21/01/20
BDO (HQ)
Directorate of Rural Development
Kashmir