

No. 20011/1/2004-F&A  
National Rural Roads Development Agency  
Ministry of Rural Development, Government of India  
5th Floor, NBCC Tower, Bhikaji Cama Place, New Delhi-66

20<sup>th</sup> March 2018

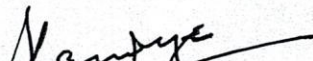
**Minutes of the 39<sup>th</sup> Meeting of the Executive Committee of the National Rural Roads Development Agency**

The 39<sup>th</sup> meeting of the Executive Committee was held on 13<sup>th</sup> March 2018 at 3.00 p.m. in the Conference Hall of National Rural Road Development Agency (NRRDA), 5th Floor, 15 NBCC Tower, Bhikaji Cama Place, New Delhi. The meeting was chaired by Smt. Alka Upadhyaya, Director General, NRRDA and Joint Secretary (RC), MoRD. The following members were present in the meeting:-

1. Dr. Ashok Kumar Sarkar, Dean, Department of Civil Engineering, Birla Institute of Technology & Science, Pilani, Rajasthan - Member
2. Dr. I.K. Pateriya, Director (Tech), NRRDA - Member
3. Shri Mam Chand, Dy. Secretary (IFD), MoRD - Member
4. Smt. Shanthi Priya Sarella, Director (F&A), NRRDA - Convener
5. Shri Uttam Kumar, Director (P-III), NRRDA

The Chairman welcomed all the members. The proceedings of the meeting are as follows:-

Item No.	Discussion and Decisions
<b>Item No. 1</b>	<p><b>Confirmation of the Minutes of the 38<sup>th</sup> meeting of the Executive Committee of NRRDA and action taken thereon.</b></p> <p>Director (F&amp;A) informed the members that the Minutes of the 38<sup>th</sup> Meeting were circulated to the members and no comments were received. The Executive Committee confirmed the said minutes and noted the action taken on the proceedings of the previous meeting.</p> <p><b>Pending issues of 38<sup>th</sup> meeting of the Executive Committee of NRRDA:</b></p> <p><b>Item No. 7:- Review of decision taken regarding the issue of Service Tax, Based on legal opinion received in the matter</b></p> <p>DG enquired about the implementation of GST. Director (F&amp;A) briefed the matter and informed that reply of our letter written to US (GST) is still awaited. DG suggested that MOF guidelines on GST should be reviewed for further implementation in line with other works department, specially MoRTH. We should issue circular on the same immediately.</p>





**Item No. 13:- Meeting of the Performance Evaluation Committee for evaluating the performance of NQMs:**

The action taken on the recommendations of the previous EC were intimated by Director (P-III).

**The Executive Committee took note of the same.**

**(iii) Non Completion of Inspection Schedule issued by NRRDA**

The GB was informed that out of 8500 targeted inspections for the year 2017-18, NRRDA have been able to achieve 8263 inspections upto February, 2018 and balance inspections of 237 will be achieved in the month of March, 2018.

**The Executive Committee took note of the same.**

**(iv) Frequency of Selection Committee Meetings:**

In the previous meeting EC had desired that selection committee meetings should be held once in a six months. The EC has further directed that a write up on an assessment on the actual number of NQMs required, average number of inspections done by each NQMs annually be shared with the members of EC for discussion. Director (P-III) informed the EC that there were two selection committee meetings in the previous year and also informed that out of targeted 8500 inspections, this office has been 8263 inspections have been done upto February 2018 and balance inspections will be done in the month of March, 2018.

The action taken on the recommendations of the previous EC were intimated by Director (P-III).

**The Executive Committee took note of the same.**

**Item No. III - Orientation-cum-training programme for newly empanelled NQMs.**

Executive Committee was informed that NQM orientation -cum- Training programme on several aspects of quality monitoring for newly empanelled NQMs was held in July 2017 and NQM interim Training programme in January 2018.

**The EC took note of the same.**



**Item No. IV - National Workshop to Review Quality Assurance Handbook (QAHB)**

Executive Committee was informed the QAHB document was finalised and printed in December, 2016. The revised QAHB along with other documents were launched by Hon'ble Minister for Rural Development on 19<sup>th</sup> June, 2017. This QAHB documents along with CDs have been sent to all the SRRDAs, NQMs, STAs and PTAs.

**The Executive Committee took note of the same.**

**Item No. VI - Setting up of the NTSA as a separate unit within NRRDA and renaming of NRRDA as NRIDA**

Director (F&A) informed that NRRDA is a technical agency for the Rural Roads that is set up under the Ministry, it was proposed that instead of setting up a separate agency (NTSA - National Technical Support Agency) for Rural Housing under the Ministry, it would be better to set up the technical agency within the NRRDA, so that, this single agency under the Ministry would cater the requirements of both rural roads and housing. As such, proposal for setting up of NTSA for Rural Housing within NRRDA and re-naming of the agency as National Rural Infrastructure Development Agency (NRIDA) was placed before the General Body of NRRDA and GB approved the same.

Office of the Registrar Society has accepted the registration under Society Registration Act XXI of 1860 and issued certificate for change the name of NRRDA to NRIDA. MoA and Rules and regulation are being revised in consultation with JS (RH) and legal counsel.

**The Executive Committee took note of the same.**

**Item No.2 Implementation of web GIS for PMGSY**

The Executive Agency was informed that GIS has been completed in the 15 states of Chhattisgarh, Haryana, Himachal Pradesh, Karnataka, Madhya Pradesh, Meghalaya, Odisha, Sikkim, Telangana, Uttarakhand, Bihar, Manipur, Nagaland, Tamil Nadu and Tripura. The GIS of these states can be viewed at [www.pmgys-grris.nic.in](http://www.pmgys-grris.nic.in). It was further informed that NRRDA intends to complete the GIS in the remaining states during 2018.

It was also discussed that this GIS mapping should be made more meaningful. The application should be used for planning of PMGSY III road networks as well as for maintenance of roads.

**The Executive Committee took note and appreciated the efforts made.**





**Item No.3** **Empanelment of new NQMs and performance Evaluation of existing NQMs**

- i. Director (P III) informed the Executive Committee that in the 21st Selection Committee meeting held for empanelment of new NQMs and performance evaluation of existing NQMs, out of 26 candidates, 5 candidates were recommended for NQM and 16 candidates were recommended for empanelment subject to recommendation of their respective State Governments/parent department and 5 candidates were not recommended. In the 22nd Selection Committee meeting held for empanelment of new NQMs and performance evaluation of existing NQMs, out of 36 candidates, 6 candidates were recommended for NQM and 16 candidates were recommended for empanelment subject to recommendation of their respective State Governments/parent department and 14 candidates were not recommended. In the 21st Selection Committee meeting held for performance review of existing NQMs, out of 15 NQMs, 2 NQMs were rated as outstanding, 7 NQMs were rated as satisfactory and 2 NQMs rated as marginal and recommended for retention. Further, 4 NQMs rated as unsatisfactory and recommended for removal from the panel. In the 22nd Selection Committee meeting held for performance review of existing NQMs, out of 41 NQMs, 10 NQMs were rated as outstanding, 14 NQMs were rated as satisfactory and 10 NQMs rated as marginal and recommended for retention. Further, 5 NQMs rated as unsatisfactory and recommended for removal from the panel. 2 NQMs were rated as marginal for the second time and recommended for one more chance for improvement subject to their subsequent evaluation by PEC. Director (P-III) requested the Executive Committee to ratify the procedure adopted for performance evaluation.

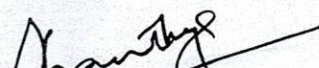
**The Executive Committee ratified the same.**

- ii. Further Director (P-III) informed the EC that 21st Selection Committee recommended de-empanelment of four NQMs due to violation of code of conduct and 2nd Selection Committee recommended de-empanelment of five NQMs.

**The Executive Committee noted the above decision.**

**Item No.4** **Opening of two new account heads under Administrative Expenses Fund**

Director (F&A) informed the Executive Committee that two new account heads under Administrative Expenses Fund for booking of expenditure incurred on construction of Demonstration Model for Alternate Road Construction Technologies and payment of advance under Central component has been opened. The matter was discussed





	at length.  <b>After due deliberation, the Executive Committee ratified the same.</b>												
<b>Item No. 5</b>	<p><b>Entitlement of Travel and payment of DA to undergraduate Civil Engineering Students on Internship Programme in NRRDA:-</b></p> <p>The Executive Committee emphasized the need of Civil Engineering Students on internship program in NRRDA. In addition to Civil Engineering students some Computer Science/IT candidates may also be taken.</p> <p>The Executive Committee recommended the proposal of TA entitlement with addition/modification that the Interns (students) may be given stipend of Rs. 10,000/- p.m. and they may be paid Rs. 1200/- per day for hotel accommodation and Rs. 500/- for food bills. They will be entitled for travel by 3<sup>rd</sup> AC/AC Chair Car and by bus other than AC bus as per actual. The same may also be taken for approval in GB.</p>												
<b>Item No. 6</b>	<p><b>Change in rates of Hospitality facilities</b></p> <p>Director (F&amp;A) informed that Ministry of Rural development has recently revised the rate of Hospitality Facility to the entitled officer. It was therefore, proposed that the entitlement of the level I to III officer of NRRDA be revised as below:-</p> <table border="1"> <thead> <tr> <th>Level</th> <th>Existing Rate</th> <th>Proposed Rate</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>Rs. 1000/- pm</td> <td>Rs. 1500/-pm</td> </tr> <tr> <td>II</td> <td>Rs. 800/- pm</td> <td>Rs. 1200/-pm</td> </tr> <tr> <td>III</td> <td>Rs. 600/- pm</td> <td>Rs. 1000/-pm</td> </tr> </tbody> </table> <p>The Executive Committee approved the enhanced rates of hospitality facilities as proposed.</p>	Level	Existing Rate	Proposed Rate	I	Rs. 1000/- pm	Rs. 1500/-pm	II	Rs. 800/- pm	Rs. 1200/-pm	III	Rs. 600/- pm	Rs. 1000/-pm
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<b>Item No.7</b>	<p><b>Annual Increment of Young Civil Engineer</b></p> <p>Executive Committee was apprised about the engagement of Young civil engineers in NRRDA during the period 2014-15 and 2015-16. The matter was discussed about the increment of 10% after completion of one year of their services.</p> <p>DG appreciated the Young Civil Engineers knowledge and services they have rendered to NRRDA and recommended the followings. DG also expressed displeasure on not following the already laid decisions in HR Policy for giving 10% annual increment.</p> <p><b>It was ratified that: -</b></p> <ul style="list-style-type: none"> <li>• Annual increment @ 10% p.a. as per HR Policy may be given</li> </ul>												



	<p>EC Members also appreciated the work they have been rendering for NRRDA and recommended the above proposal.</p>
Item No. 8	<p><b>Hiring of Data Scientist/Consultant</b></p> <p>Executive Committee was informed about the need of engagement of Data Analyst in order to effectively manage and monitor the PMGSY Programme being executed on a large scale with a spread across vast geographical locations and bring about improved efficiency, accountability and transparency in implementation, a web enabled application software - Online Management and Monitoring System (OMMAS) has been developed. It has been felt to create the post of Data Scientist to monitor and curb the program with the intension to serve the requirement of decision making authority. It was informed that the post of Data Scientist has been advertised in the newspaper</p> <p>The Executive committee took note of the same and may also be placed before GB.</p>
Item No. 9	<p><b>Increase in number of posts of Young Civil Engineers</b></p> <p>Executive Committee was informed about the scarcity of Young Civil Engineers in NRRDA. There is a need for service of more Young Civil Engineers in NRRDA. Presently, there are 5 Civil engineers against sanctioned strength of 6. Technical Division advocated hiring some more young engineers considering the workload. It was decided that six more Young Civil Engineers of which at least one Structural Engineer and one Highway Engineers may be hired.</p> <p>It was also decided that while hiring young engineers, two slabs may be kept: -</p> <p>(a) Graduate Engineers with a remuneration of Rs. 50,000/-  (b) Post Graduate Engineers with a remuneration of Rs. 60,000-65,000/ depending upon work experience.  (c) No. of leaves - may be restricted to 12 leave in a year and leave in extreme exceptional circumstances may be sanctioned by the DG.</p> <p>After due deliberation the Executive Committee recommended the same, to be placed before the GB.</p>
Item No. 10	<p><b>NRRDA (Medical Attendance) Byelaws, 2004 Revision of Rules:-</b></p> <p>Director (F&amp;A) informed the Executive Committee about the following proposal of notification of CGHS hospital and revision of rates for consultation:</p> <p>(i) Automatic applicability of the list of Hospital which CGHS notifies from time to time for the purpose of providing general or Specialist Medical facilities for treatment of regular employees of NRRDA and</p>

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	<p>their families.</p> <p>(ii) The rate for consultation may be revised as under:-</p> <p>Doctors with specialized qualification i.e. MD, MS or equivalent @ Rs. 1000/- for consultation or actual paid, whichever is less</p> <p>Doctors with MBBS degree or equivalent - Rs. 600/- for consultation or actual paid, whichever is less</p> <p><b>The Executive Committee recommended the aforesaid proposal.</b></p>
Item No. 11	<p><b>Grant of paid leave in excess of admissible leave</b></p> <p>Director (F&amp;A) informed the EC about excess of leave taken by one Executive Assistant and after due deliberations <b>EC ratified the same.</b></p>
Item No. 12	<p><b>Extension of contract of Support Staff and others with M/s Mass Management Services Pvt. Ltd:-</b></p> <p>Director (F&amp;A) informed the Executive Committee with regard to extension of contract of M/s Mass Management Services Pvt. Ltd., service provider of support staff and others has been extended for the period of one year i.e. 01-09-2017 to 31.08.2018 on same terms and conditions.</p> <p><b>DS (Finance) suggested that the contract extension with service provider should be done in accordance with contract agreement and if needed, the same may be re-tendered as per GFR. It was decided that there should be no further extension and a new service provider should be appointed after a proper process.</b></p> <p><b>The Executive Committee directed for necessary action in the matter.</b></p>
Item No. 13	<p><b>Appointment of Young Civil Engineer's and Chartered Accountant</b></p> <p>Director (F&amp;A) informed the Executive Committee about the sanctioned strength and recent engagement of Civil Engineers and CA.</p> <p><b>The Executive Committee took note of the same.</b></p>
Item No. 14	<p><b>Ratification of Annual Report and Accounts of NRRDA duly audited for the period of 2016-17</b></p> <p>Director (F&amp;A) informed the Executive Committee that the Annual Report and Accounts for the financial year 2016-17 have been prepared and is placed before the Executive Committee.</p> <p><b>DS (Finance) reviewed the views of Statutory Chartered Accountant on the annual accounts of NRRDA and suggested that necessary action for</b></p>



	finalizing the lease deed with NBCC may be taken up at an early date. <b>The Executive Committee accepted for further ratification by GB.</b>
<b>Item No. 15</b>	<b>Any other point with the permission of Chair</b> DG, NRRDA suggested that Bridge Consultants should be empanelled similar to NQMs empanelment in NRRDA as there is high volume of bridges are being constructed under PMGSY and according to new guidelines of IRC, there is constant need for design, monitoring and inspection of bridges as per new guidelines which resultantly reduces the cost. DG also suggested that they may be paid honorarium Rs. 10,000/- per day in addition to other entitlements of NQM and they may be deputed for maximum two days in field per bridge. <b>The same may be put up in GB.</b>
<b>Item No. 16</b>	It was decided that the GB agenda may be prepared immediately and date, time may be taken from MRD office.

The meeting ended with a Vote of Thanks to the Chair.

