

SPECIAL URBAN WORKS PROGRAMME- GUIDELINES

1. Objectives:-

- 1.1 The objective of the scheme is to generate wage employment through the creation of socially and economically useful public assets for the improvement of the social, economic and environmental conditions.
- 1.2 The scheme also seeks to involve the people and their representatives at the grass root level in the task of implementing the programme/projects of which should be cost effective. The basic ideas are to involve the people directly with the developmental programmes of the State.

2. Nature of Works: -

- 2.1 * The works contemplated comprise construction of roads, pathways, bridges, culverts, retaining walls, drains water supply, improvement of water sources, construction of community halls and similar other works. It is also envisaged to extend assistance towards upgradation of dwelling houses for people living below poverty line in the form of supply of three bundles of C.G.I. sheets within a total ceiling of Rs. 10,000.00 per beneficiary.

Ordinarily, a typical scheme under this programme should not cost more than Rs. 5.00 lakhs and should not be of a highly technical nature. Technical approval of the Director of Urban Affairs will be required for schemes of construction of R.C.C. buildings, culverts and retaining walls.

** The proposal for procurement of vehicles, materials and equipments etc., required for community use will also be considered under Special Urban Works to create socially and economically useful assets. The vehicles, materials and equipments shall however be used for community interest only. A written commitment to bear the cost of operation/maintenance of the assets shall have to be furnished by the Beneficiary/Organization before the proposal is approved. There shall be no claim for maintenance charges for the assets procured for the Beneficiary/Organization under the programme.

2.2. The works to be undertaken as specified above have a large labour component. It is proposed to involve community participation for construction of these public assets.

2.3. The material labour ratio to be adopted for these schemes is 70:30. The wages are to be based on approved rate of the Government.

3. Area of Operation: -

3.1. # There are 4(four) Urban Constituencies, i.e., Laban, Mawkhar, Mawprem and Jaiaw. 6(Six) Constituencies are partly urban and partly rural, they are, Jowai, Malki-Nongthymmai, Laitumkhrah, Williamnagar, Tura and Baghmara. The schemes will be in operation in these Constituencies only.

4. Project Appraisal and Sanction: -

4.1. ## The Projects under the Programme shall be approved by the Minister In-charge Urban Affairs.

5. Implementing Agency: -

5.1. The Urban Affairs Department is the Nodal and Administrative Department for Implementation of the programme. The schemes shall be drawn by the people and their representatives on the basis of the felt needs of the area and active involvement of people and submit the same to the respective local bodies.

5.2. The local body shall ensure that appropriate estimates are drawn up and that the construction activity is technically sound and does not endanger life and property and submit the same to the Committee for approval.

5.3. While formulating the schemes, care should be taken to avoid duplication and to ensure that the accountability for public funds is not diluted.

4. The Urban Affairs Department shall draw up schemes for implementation under the programme on the basis of felt needs of the people and by securing the involvement of the people in a decentralized manner as envisage in the objectives for the implementation of the scheme.

5.5. The Department shall avoid formulation of very small schemes as far as possible so that lasting assets are created for the community.

6. Modalities of Implementation: -

6.1. § The implementation of the schemes under the Special Urban Works Programme would be through direct participation of the people and not through contractors. The main objective is the involvement of people without middlemen through their representative in the analysis and selection of employment oriented activities in the municipal areas. The Municipal Boards of the State shall implement the schemes directly through people's involvement at the grass roots level. The advance of the representatives will be released in 3(three) installments at the rate of 30:30:40. The 1st installment is at the initial stage of the work. The 2nd installment will be released only when the 1st installment has been accounted for. The 3rd installment will be released only when the Competent Authority has given the completion certificate of the work so undertaken.

6.2. The schemes are to be identified by the concerned representative of each Constituency and proposals are to be submitted by them to the Department of Urban Affairs.

7. Financing Pattern: -

7.1. The allocation of the State funds for the programme among different areas of Shillong and Tura Municipalities would be based on the felt needs of the area as projected by the representatives and on the population of the area.

- * Clause 2.1. as amended and approved vide letter No.UAU.47/98/Pt/122, dt. 14.12.1999.
- ** New para added and approved vide O.M. No.UAU.50/99/42, dt. 13.8.2002.
- # Clause 3.1. as amended and approved vide Letter No. Nil, dt. 28.07.2003.
- ## Clause 4.1. as amended and approved vide O.M. No.UAM.50/99/28, dt. 27.1.2001
- \$ Clause 6.1. as amended and approved vide letter No. Nil, dt. 28.07.2003.