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**Joint Secretary**

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**DRAFT**

D.O.No.: K-11011/2/2008-NREGA(MON)/TS

Dated: July 20, 2008

Dear

Kindly refer to DO No. K-11011/2/2008-NREGA(MON) dated 18<sup>th</sup> June, 2008 requesting timely reporting on all the MPRs formats. Detailed status on MPR reporting for the month of June, 08 is attached as Annexure-I. Only Andhra Pradesh, Madhya Pradesh, West Bengal and Uttarakhand have reported State MPR.

It is requested that all states must enter all MPRs on <http://nrega.nic.in> latest by end of July, 2008 for the month of June and for the month of July, 2008 by 10<sup>th</sup> of August.

The Ministry has also prepared an instruction sheet to ensure accurate reporting on MPRs. The districts are requested to review the sheet carefully before filling data. (Annexure-II).

It is to be noted that the release of next financial installment will be contingent upon timely reporting of MPRs on NREGA website (<http://nrega.nic.in>) by the states. The quality of data must be ensured by the State.

Yours sincerely,

( **Amita Sharma** )

All SRD

Annexure: as above

**NREGA MPR STATUS Financial Year 2008-09 as on 23 July, 2008**

S.No	States	Number of districts under NREGA				Number of districts Reported June MPR																								
		Phase-I	Phase-II	Phase-III	Total	Phase-I						Phase-II						Phase-III						Total						
						Physical	Financial	Work	Banks	Trans	Cap Bu.	Physical	Financial	Work	Banks	Trans	Cap Bu.	Physical	Financial	Work	Banks	Trans	Cap Bu.	Physical	Financial	Work	Banks	Trans	Cap Bu.	
1	A.P.	13	6	3	22	13	13	13	13	13	13	6	6	6	6	6	6	3	3	3	3	3	3	3	22	22	22	22	22	22
2	Ar. Pd.	1	2	13	16	0	0	0	0	0	0	1	2	1	1	0	0	0	0	0	0	0	0	0	NR	NR	NR	NR	NR	NR
3	Assam	7	6	14	27	7	7	7	2	5	6	5	5	5	0	3	5	2	6	4	0	4	4	NR	NR	NR	NR	NR	NR	
4	Bihar	23	15	0	38	23	23	22	17	20	21	15	15	14	11	14	13	NA	NA	NA	NA	NA	NA	38	38	36	28	34	34	
5	Chhattisgarh	11	4	1	16	11	11	11	11	9	11	4	4	3	4	4	4	1	1	1	1	1	1	16	16	15	16	14	16	
6	Gujarat	6	3	17	26	6	6	6	4	6	6	3	3	3	1	1	2	13	14	12	2	16	15	22	23	21	7	23	23	
7	Haryana	2	2	16	20	2	2	2	2	2	2	2	2	2	2	2	16	14	13	7	12	8	20	18	17	11	16	12		
8	H.P.	2	2	8	12	2	2	2	2	2	2	2	2	2	2	2	8	8	7	8	7	8	12	12	11	12	11	12		
9	J & K	3	2	17	22	2	2	2	1	1	1	2	2	2	0	0	0	0	0	0	0	0	4	4	4	1	1	1		
10	Jharkhand	20	2	2	24	20	20	20	12	16	18	2	2	2	1	2	2	0	0	0	0	0	22	22	22	13	18	20		
11	Karnataka	5	6	18	29	3	3	1	1	1	2	6	6	5	3	5	5	8	8	7	4	4	5	17	17	13	8	10	12	
12	Kerala	2	2	10	14	2	2	2	2	2	2	2	2	2	2	2	9	8	9	10	10	10	13	12	13	14	14	14		
13	M.P.	18	13	17	48	18	18	18	13	12	16	13	13	11	9	11	11	17	17	17	13	12	48	48	46	35	35	39		
14	Maharashtra	12	6	15	33	12	12	12	9	11	11	6	6	6	3	5	5	10	7	10	5	8	28	25	28	17	24	24		
15	Manipur	1	2	6	9	0	0	0	0	0	0	0	0	0	0	0	2	2	1	0	2	2	NR	NR	NR	NR	NR	NR		
16	Meghalaya	2	3	2	7	2	2	2	1	0	0	3	3	3	3	0	0	1	0	0	0	0	NR	NR	NR	NR	NR	NR		
17	Mizoram	2	2	4	8	2	2	2	1	2	2	2	2	2	1	2	2	4	4	4	2	4	8	8	8	4	8	8		
18	Nagaland	1	4	6	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	NR	NR	NR	NR	NR	NR		
19	Orissa	19	5	6	30	18	18	16	18	19	18	5	5	5	4	5	5	2	3	1	4	4	25	26	22	26	28	28		
20	Punjab	1	3	16	20	1	1	1	1	1	1	3	3	2	1	1	3	1	1	0	1	1	5	5	3	3	3	6		
21	Rajasthan	6	6	20	32	6	6	6	5	6	6	6	6	5	3	6	6	20	20	17	10	17	32	32	28	18	29	29		
22	Sikkim	1	2	1	4	1	1	1	0	1	0	1	1	1	0	1	0	1	1	1	0	1	NR	NR	NR	NR	NR	NR		
23	Tamilnadu	6	4	20	30	6	6	6	6	6	6	4	4	4	4	4	20	20	20	20	20	17	10	10	10	10	10	10		
24	Tripura	1	2	1	4	1	1	1	0	1	1	2	2	2	0	2	2	1	0	1	1	0	4	3	4	1	3	4		
25	Uttaranchal	3	2	8	13	3	3	3	3	3	3	2	2	2	2	2	8	8	8	8	8	8	13	13	13	13	13	13		
26	Uttar Pradesh	22	17	31	70	22	22	21	21	21	20	16	16	15	16	16	15	29	28	26	26	26	67	66	62	63	63	63		
27	W. B.	10	7	1	18	10	10	10	5	8	10	7	7	7	3	6	7	0	0	0	0	0	17	17	17	8	14	17		
28	Goa			2	2	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR		
29	A&N Island			3	3	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR		
30	D&N Haveli			1	1	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR		
31	Daman & Diu			2	2	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR		
32	Lakshadweep			1	1	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR		
33	Pondicherry			1	1	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR		
34	Chandigarh			1	1	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR		
	<b>Total</b>	<b>200</b>	<b>130</b>	<b>284</b>	<b>614</b>	<b>193</b>	<b>193</b>	<b>187</b>	<b>150</b>	<b>168</b>	<b>178</b>	<b>120</b>	<b>121</b>	<b>112</b>	<b>82</b>	<b>102</b>	<b>105</b>	<b>175</b>	<b>174</b>	<b>162</b>	<b>125</b>	<b>160</b>	<b>158</b>	<b>443</b>	<b>437</b>	<b>415</b>	<b>330</b>	<b>393</b>	<b>407</b>	

NOTE Trans: Transparency Report  
 Cap. Bu.: Capacity Building Reports  
 NA: No Phase-III Districts  
 NR: No Reporting

## **INSTRUCTION SHEET**

### **Employment Generation: MPR-I**

- a. In Column 3, give cumulative number of HH issued job cards since inception. It must be kept in mind that job cards are for a period of five years.
- b. In Column 4 give cumulative number of households (HHs) demanding employment till the reporting month of current financial year (FY).
- c. In Column 5 give cumulative number of households provided employment till the reporting month of current FY.
- d. In Column 6 give cumulative number of HHs working under NREGA during the reporting month.
- e. In Column 7 give cumulative persondays generated (In Lakhs) till the reporting month of current FY.
- f. In Column 8 enter cumulative number of HH completed 100 days till the reporting month of current FY.
- g. In Column 9 give cumulative number of HH which are beneficiary of Land reform / IAY till the reporting month of current FY.
- h. In Column 10 give cumulative number of disabled beneficiary individuals till the reporting month of current FY.

#### **Point to check:**

- a. Total HHs in Column 5 should not be greater than total number of HHs in column 4.
- b. Column 6 is the number of HHs working under NREGA during the month of reporting. This is not the cumulative figure for the year.
- c. In column 8, the number of households (not individuals) who have completed 100 days of employment till the month of reporting during the **current financial year** has to be reported derived from the employment register maintained at the GP level duly cross verified from job cards.
- d. Person days (value in Lakhs) will be the actual number of days for which a person has worked as per entries in the muster rolls. Person days will be actual and not estimated.
- e. Entries in this part are to be cumulative for the year up to the reporting month. The cumulative number of households refers to all households provided employment up to the reporting month. If a household was provided employment in a month and also in subsequent month(s), it will be counted only once.
- f. Column 7a, 7b, 7c and 7d (i.e. Persondays) should have **values in lakhs**.

### **Financial Performance: MPR-II**

- a. In Column 3, enter the opening balance as on 1<sup>st</sup> April, of the current year.
- b. In Column 4, enter the releases of last year received during the current year.
- c. In Column 5, enter the figure of release during the current year (5a- Central and 5b- State release).
- d. In Column 6, enter miscellaneous receipt.
- e. In Column 7 enter the cumulative Expenditure.
  - i. Column 7a will have cumulative expenditure on unskilled wages only.
  - ii. Column 7b will have cumulative expenditure on semi-skilled and skilled wages.
  - iii. Column 7c will have cumulative expenditure on material.
  - iv. Column 7d will have cumulative administrative expenditure (recurring and nonrecurring).

**Point to check:**

- a. All financial figures have to be entered in Rs in Lakhs.

**Physical Performance: MPR-III**

- b. Part III of the MPR format is the physical performance report to be reported on monthly basis giving quantitative and measurement details of assets created. It should furnish the cumulative progress report for the reporting year and the uncompleted works in the last financial year as spill over works if any.
- c. Activity number 9 is for 'other' works approved by MORD. Work which is not permissible under NREGA cannot be taken up. This column has been given for reporting other work/s approved by the Ministry of Rural Development in accordance with para 1. (ix) of Schedule I of the NREG Act and 6.1.1 (ix) of the NREGA guidelines (3rd Edition).
- d. The unit of measurement indicated against each item has to be strictly followed. Most items warrant both kinds of reporting both i.e. the number of works and also measurements (cubic meters, hectares, kilometers). These have to be taken from MBs to get a true picture.
- e. All expenditure figures should be reported in Rs. Lakhs.
- f. If any asset is reported completed then its units of benefit created and the expenditure should be reported.

**Bank and Post Office Account: MPR-IV**

**Point to check:**

- The Bank/ Post Office account number should be cumulative since inception.
- The wage disbursement amount should be cumulative since the start of current financial year.
- All values should be cumulative upto the reporting month.
- Report should be updated for the reporting month latest by 10th day of next month.
- All wage disbursement figures should be reported in Rs. Lakhs.

**Transparency Report: MPR-V**

**Point to check:**

- In Social Audit column value should be Total of Gram Panchayats in particular district and no. of Gram Panchayats where Social Audit occurs.
- In Inspection Conducted column, Total works taken up should be same as the work reported in MPR-III (work/ Activities).
- In Gram Sabha held column total number of Gram Panchayats should be same as given in Social Audit column.
- All values should be cumulative upto the reporting month for current year.
- Report should be updated for the reporting month latest by 10th day of next month.

**Capacity Building – Personnel and Training : MPR-VI (A & B)**

**Point to check:**

- In Gram Panchayat level column the target value should be total no of Gram Panchayats.
- In Bolck level Columns the target should be number of post sanctioned in particular category for Block.
- In District level Columns the target should be number of post sanctioned in particular category for District.
- All values should be cumulative upto the reporting month since inception.
- Report should be updated for the reporting month latest by 10<sup>th</sup> day of next month.