

Tour Note of Ms. Tanusree Deb Barma, IAS, District Magistrate & Collector, Khowai in connection with Block Inspection of Teliamura R.D. Block on 03-05-2012.

The observations after verification of cash book & cash analysis is at the Block Head Quarters are as follows:

Pass Book	Bank A/C	Cheques Issued but not presented	Cheques deposited but not collected	Balance(1-3+4)	Cash Book	Difference
1	2	3	4	5	6	7
6516	4816317.28	1407173		3409144.28	4677274.48	
15863	24880232.00	639703		24240529.00	2319727	
10588	2566905.00	247178		2319727.00	24212298	
427982	3906821.00	1482642		2424179.00	4267179	
6516 and 15863		82155				
Total	36170275.28	3858851.00	3166973	35478397.28	35476478.48	1918.80
Explanation for Discrepancies						
Single Lock in passbook by mistake			83.52	35478397.28		
Mistake			-48.8	35478348.48		
Cheque Collection Charges			-20	35478328.48		
Under Collection			150	35478478.48		
			-2000	35476478.48		
				35476478.48		

The total amount of Rs.3166973.00 was deposited but not yet collected and an amount of Rs.3858851.00 was amount in cheque issued but it was not yet presented by Bank. The reconciled balance matches with the amount in Bank Account.

- (1) Cheque was shown to verify, the cheque that have not been deposited to the Bank. The list is enclosed in **Annexure- A**. It appears that cheques issued as early as the year 2006-07 have not been collected till date. These cheques have already become invalid and BDO was instructed to cancel these cheques and deposit in the Cash Book immediately. This would reduce the task of cash reconciliation every month to a large extent. An amount of Rs.38500.00 given in cheque No.557719 dated 30-12-2010 has not yet been collected by District Welfare Officer, West. BDO shall do an enquiry into all these cheques (for greater Rs.5,000/-) which have not been collected and submit report **within May 30th, 2012**. BDO shall take step to clear up these amounts from his Cash Book and put in civil deposit if he cannot use the same immediately. With respect to cheque under collection from NREGA fund, BDO should ensure that these are entered into the Cash Book and shown in the opening balance of

NREGA. Lot of funds from DWSM was not collected though the cheques have been issued (Rs.2.47 lakhs). BDO should scrutinize the utilization of the money.

[Action by BDO, Teliamura]

- (2) Upon checking the cash analysis, it was found that funds of 2009-10 are still lying in balance in the Cash Book. The schemes mentioned are Deep Tube Well, SHG, Development Training, Drinking Water, Sc patient, PYKKA, Medical Officer etc.

[Action by BDO, Teliamura]

- (3) The utilization under DWSM as per cash analysis is also not satisfactory and BDO should ensure that construction works of IHHL are expedited. He should pay personal attention so that works are completed **by June, 2012**. An amount of Rs.101347.00 was received from the District Welfare Officer dated 11-05-2012 which is still unutilized for IAY scheme. Similarly an amount of Rs.327071.00 received on 28th March, 2011 for IAY has still been unutilized. BDO look into the matter and find out why such amounts are lying unutilized. BDO has already reported all IAY houses for the year 2010-11 & 2011-12 shall be completed by May end. It appears that Zilla Parishad (West) has given some money to maintain Drinking Water Sources. As per the Hon'ble Chief Minister's meeting on 23rd April, 2012, the decision was taken that Drinking Water Sources and Sanitation facility should be completed even in AWCs functioning in private buildings. BDO should explore if these or other similar funds can be utilized to ensure Drinking Water & Sanitation facility for AWC functioning in private buildings. As per SL. No. 136 in the cash break up, an amount of Rs.15,49,860/- lying unspent in the NREGA Account. BDO is requested to report regarding why these funds are lying unutilized (drawn in cheque No.362479 dated 02-12-2008).

- (4) Panchayat Samati's cash analysis was found O.K. BAC cash analysis was found O.K.

- (5) Pendency of DCC Bill. The following is the pendency of DCC Bills.

Year	Amount in Rupees
2009-10	Rs.44659/-
2010-11	Rs.1231371/-
2011-12	Rs.2422844/-

- (6) BDO reported that very recently he has submitted DCC bills for an amount of Rs.3.64 lakhs. The pendency of DC Bill for the year 2009-10 shall be cleared very soon. The entire amount was drawn for construction of building for CDPO office Teliamura which is almost comple. BDO should ensure that these DCC bills are cleared within May end. It was reported that most of the amount drawn in AC bill for the year 2010-11 and 2011-12 is for AWC. BDO reported that this is mainly for construction of 19 AWC out of which 10 are on the verge of completion but the amount drawn in AC bill in the year 2009-10 and 2011-12 is approximately Rs.36.5 lakhs. It is to be noted that the whole amount is not to be drawn under AC bill as substantial amount per unit is booked for R.D. materials. BDO is requested to find out bill-wise pendency for the whole amount drawn in the year 2010-11 and 2011-12 and submit Action Plan for clearing the DCC bill on month-wise target **by May 15th, 2012**.

[Action by BDO, Teliamura]

IO advances is enclosed as per Annexure-B. The total amount standing unadjusted was Rs.1.42 crores approximately. It appears that there are amount of Rs.34 lakhs advanced to Hiralal Debnath, JE, Sumen Deb, JE, Abhijit Biswas, JE which are yet to be adjusted. Letters have already been written to BDOs where these JEs have been transferred and Chief Engineer, R.D. has also asked them to return and submit adjustments/hand over the work so that the amount can be adjusted. BDO shall issue notice against all I.Os for which money has been unadjusted for more than two months and ask the I.Os. to submit adjustment within specified time limit or else FIR shall be lodged against them for embezzlement of Government money. Action Taken in this regard should be submitted within 15th May, 2012 by BDO.

[Action by BDO, Teliamura]

(8) BDO has devised format for monitoring I.O. advances which shall help tracing the cash being handled each I.O. level. BDO was requested to add 20 Nos dummy data into the format and employ computer expert device programme for such monitoring. The demo of this software should be ready by next development meeting.

[Action by BDO, Teliamura]

(Tanusree Deb Barma, IAS)

District Magistrate & Collector

Khowai District :: Tripura.

Government of Tripura
Office of the District Magistrate & Collector
Khowai District :: Tripura.

No. 7924-26 F.XIII(5)/DM/KH/Tour/2012

9th May , 2012.

To
The Block Development Officer,
Teliamura.

Coy for kind information to :-

1. The Principal Secretary, Revenue Department, Government of Tripura, Agartala.
2. The Commissioner & Secretary, RD Department, Government of Tripura, Agartala.

(Tanusree Deb Barma, IAS)

District Magistrate & Collector

Khowai District :: Tripura.

Visit Note of Ms. Tanusree Deb Barma, IAS, District Magistrate & Collector, Khowai in connection with the construction with proposed 100 Bed Hospital, Teliamura, Khowai District, Tripura.

In pursuance of the instructions given by the Honourable Chief Minister, Tripura at the District Level Review Meeting on 23rd April, 2012, District Magistrate & Collector, Khowai accompanied with BDO, Executive Engineer, R.D. Division No.III, Additional General Manager, HSCL, CMO, Khowai, visited the construction site and detailed discussions were held regarding expeditious completion of construction works. The following decisions were taken:

- (1) The total cost of the construction is Rs.18.09 crores. Work has been completed for an amount of Rs.7.12 crores. TSECL has received till date Rs.3.86 crores, the last release was made 2 & half month back for an amount of Rs.1.4 crores. Payment for an amount of Rs.44.00 lakhs is pending for release with the Executive Engineer, PWD, Teliamura. Also an amount of Rs.2.72 crores is pending for release for which work has already been completed. The completion report is to be certified by the Executive Engineer, PWD immediately and sent to the Department so that the release of the said fund can be expedited.

[Action by EE, PWD, Teliamura/CMO, Khowai]

- (2) Additional General Manager, HSCL has confirmed that even though the work for which bill is pending has already been completed they shall be able to continue the work for another two months with the absorption capacity of 1 crore per month. However, beyond that they shall not be able to continue the work further. Therefore, fresh release of fund by end of June 2012 is required so that work can continue beyond June 2012 as well.

[AGM, HSCL, Agartala]

- (3) Implementing Agency has confirmed that they shall try their best to finish the work **by December 2012**. However, the installation of lift may take one to two months in addition.

[Action by EE, RD, Div.No.III]

- (4) The present R.D. Store of the Block is located in the premises of the Sub-Divisional Hospital and is required to be shifted immediately to the newly constructed R.D. Store in the vicinity. Executive Engineer, R.D. and BDO were requested to ensure that the same is completed and the R.D. Store is vacated **by 15th May, 2012**. The estimate for demolition of the old building has come out approximately Rs.50,000/-. Site needs to be handed over for construction of retaining boundary wall for the new Sub-Divisional Hospital. It is not clear however as to who shall take up the work of demolishing the old R.D. Store and who shall arrange for the fund.

[Action by Director, Health]



(5) Assistant Engineer, Water Resources informed that an estimate for creation of water source i.e. a Deep Tube Well for the SDM has come out Rs.53.11 lakhs and has already been placed to the Director, Health. The same can be released so that the work can be started immediately by the DWS Department.

[EE, DWS, Teliamura/Director, Health, Agartala]


(Tanusree Deb Barma, IAS)
District Magistrate & Collector
Khowai District :: Tripura.

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Government of Tripura
Office of the District Magistrate & Collector
Khowai District :: Tripura.

No. 4847-59 F.XIII(5)/DM/KH/Tour/2012 7th May , 2012.

To
The Additional General Manager, HSCL, Agartala.
The Executive Engineer, RD, Teliamura.
The Executive Engineer, DWS, Teliamura.
The Director, Health Department, Agartala.
The C.M.O., Khowai.
The BDO, Teliamura.

Coy for kind information to :-

1. The Principal Secretary to the Hon'ble Chief Minister, Tripura.
2. The Principal Secretary, Health, Agartala.
3. The Principal Secretary, PWD, Agartala.
4. The Principal Secretary, Revenue Department, Government of Tripura, Agartala.
5. The Commissioner & Secretary, RD Department, Government of Tripura, Agartala.
6. The Chief Engineer, PWD, Agartala.
7. The Director, Health Department, Govt. of Tripura, Agartala.


(Tanusree Deb Barma, IAS)
District Magistrate & Collector
Khowai District :: Tripura.

Tour note of Ms. Tanusree Deb Barma, IAS, District Magistrate & Collector, Khowai, Visit to Mungiakami Block Head Quarter for inspection of Cash Books and other records on 10.05.2012.

Sl. No.	Particulars of visit/inspection	Observation
1	Cash Book and Cash Analysis:	There are 2 Bank Accounts for Cash maintenance but the Cash Book does not segregate bank account wise receipt and payments. The total closing balance as on 21 st April, 2012 was Rs.11431568/-. As per Pass Book the amount in A/C No.620 is Rs.5908459/- and A/C No.253 is Rs.4965831/-.
2	While going through the Cash analysis the following points were raised with the BDO:	<p>(a). Cheques deposited but not collected vide Cheque No.35206, dated 19.09.2010 for Rs.7000/- and Cheque No.222316, dated 15.03.2010 for amount to Rs.26250/- have not yet entered the bank account. BDO should ensure that these are reconciled with the cheque issuing officer namely Executive Engineer, DWS (Pump Operator's remuneration etc.) and ensure that these are either removed from Cash book or cheque register and then re-entered into the Cash book.</p> <p>(b). An amount of Rs.360325/- and Rs.24458/- have not yet been collected by the payees (cheque No.194491 dated 30.03.2011 and No.510925 dated 16.03.2011). On enquiring it is found that this amount for brooder houses and RD materials for one IAY house are to be collected by Implementing officer and Executive Engineer, RD Store. As these cheques have already expired, BDO shall ensure that these are cancelled and the payees are communicated to ensure that the amount is collected immediately after the issue of cheques. Regarding brooder house, BDO mentioned that the amount is not being spent since there was an objection raised by Railway Authority regarding the location of the brooder houses. BDO, shall immediately take steps as discussed.</p>

3	Cheque issuing Register, Aquitence Roll and Bill issuing Register and Budget control register.	All register were checked.
4	Utilization of MGNREGA Village share.	An amount of Rs.43.19 lakhs was found in the Cash Book of the BDO. This amount has to be utilized for mandays generation work for the month of April,2012 in the block. BDO was asked to ensure mandays work starts immediately and this money is utilized at the village level within the month of May,2012.
5	Staff quarters:	An amount of Rs.4.5 lakhs is lying unspent which was meant for staff quarters and BDO's quarter. BDO was asked to submit the balance fund requirement for finishing the staff quarters as well as BDO's quarter immediately. BDO should ensure that the amount of Rs.4.5 lakhs is utilized immediately.
6	The I/O wise advances:	BDO has just started preparing the newly distributed format for unadjusted advances of the I/Os. BDO shall send the same by 30 th of this month.
7	DCC Bill status:	The position of DCC bills is satisfactory but BDO should ensure that the last mile is taken by completely submitting DCC bills for 2006-07 and 2011-12 after which there shall be no DCC bills pending with BDO, Mungiakami.
8	IAY	The progress of IAY is good but BDO should stress on utilization of fund for ROFR IAY houses. As per last development meeting the target for Mungiakami was set to complete additional 100 houses within 24 th May,2012.
9	Angan Wadi Centers.	BDO shall ensure that all AWC for which fund is sufficient will be completed by the end of

		<p>June,2012. Only 4 AWCs the work will start when additional fund shall be placed. It was informed that due to escalation of materials cost and requirement of incurred additional carrying cost, the unit cost of AWCs had exceeded the initial cost estimated. Accordingly a letter was written to Director of SW&SE department for placing additional fund to meet the deficit to all Blocks.</p>
<p>10</p>	<p>The undersigned also attended the BAC meeting which was chaired by Honourable Minister for Fisheries Deptt. The following points were raised:-</p>	<p>(1). Mungiakami PHC is required to be converted into a full fledged, bedded health facility. BDO informed that 2 rooms had been allocated in the Mungiakami Growth Center for Doctors and the old village office of Ramkrishnapur ADC village shall be utilized for accommodation of 4 Nursing staff. The premises of Mungiakami PHC have been occupied illegally 30-35 families. These families are willing to shift from this location and already been provided IAY houses under ROFR share. SDM, Teliamura and BDO, Mungiakami shall immediately draw up a plan for shifting of these occupants to the location where IAY houses have been constructed. The land should be vacated by the end of June,2012.</p> <p>Representative of Inspector of Schools, Tulashikar informed that there are 4 numbers of non-functioning Junior Basic Schools, namely (1) Nabajoy Reang Chow. Para under Nonachera ADC village. (2) Bilai Kaham para (3) Kaloibasti under Atharamura ADC Village and (4) Sambhuram Para of Halodia ADC Village. A letter shall be sent to the Chief Executive Officer, TTAADC, Khumulwng, Jirania as well as Project Director, SSA Rajya Mission Tripura to ensure that at least 2</p>

		teachers are appointed and a location is decided where teacher shall attend the school and impart education to the children. Action OC, General Section of DM Office, Khowai.
11	Utilization of PDF and TFC fund.	BDO was instructed to ensure that fund of 2010-2011 are utilized immediately. It was observed that fund ^{is} lying unspent for both 2010-11 and 2011-12 under PDF and PFC.


 (Tanusree Deb Barma, IAS)
 District Magistrate & Collector
 Khowai District: Tripura

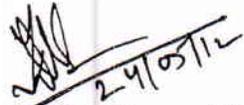
Government of Tripura
 Office of the District Magistrate & Collector
 Khowai District: Tripura

NO. 4-11 /FXIII(5)/DM/KH/Tour/2012,

Dated, 24 /05/2012.

To

1. The Principal Secretary, Revenue Deptt. Govt. of Tripura, Agartala
2. The Principal Secretary, RD Deptt. Govt. of Tripura, Agartala.


 (Tanusree Deb Barma, IAS)
 District Magistrate & Collector
 Khowai District: Tripura

Copy to:-

1. The Addl. DM & Collector, Khowai
2. The District Education Officer (SSA), Khowai, C/O DEO, West Zone, Kunjaban, Agartala.
3. The Executive Engineer, RD, Western Division-III, Teliamura
4. The SDM, Teliamura
5. The BDO, Mungiakami
6. The OC, Development Section of DM's Office, Khowai.
 for taking follow up action.

Tour Note of Ms. Tanusree Deb Barma, IAS, District Magistrate & Collector, Khowai
Visit to Tulabari in Tuihachinbari ADC Village on 29.05.2012 under Padmabil R.D. Block with BDO,
Padmabil along with staff of PWD, SW&SE, TSECL, DWS etc. departments.

The habitation is located at walking distance of 1 k.m. from Paglabari to Parkhalong Road and further Hazari bari to Puran Tuihaching bari. The following were actionable points discussed and concerned line department officers are requested to take up necessary action immediately:-

1. Roads :

- i) The condition of above mentioned roads is deplorable. SDO(PWD), informed that an estimate of black topping and repair of brick soled road from Paglabari to Parkhalong bari is in the pipe line. BDO may communicate to EE to expedite.
- ii) The road from Hazari bari to Puran Tuihaching bari also needs repair and maintenance. Executive Engineer, PWD may immediately put up report regarding Action Plan for repair & maintenance of these roads.
- iii) A motor able road from the brick soled road up till the habitation is an immediate necessity. Presently there is only a foot track through paddy land. The issue was discussed in the meeting with the villagers.
- iv) There are many land owners who are willing to give land for the road. BDO was requested to sit with the forest department officials and panchayat representatives and discuss & convince the persons to allow the construction of the said road. As these land owners are Forest Rights beneficiaries, employment generating activities may be indentified for them within current year so that loss of cultivable land can be compensated. Report regarding the meeting may be sent within 30th June, 2012.

Action: BDO / Executive Eng. PWD

2. Education:

- i) 4 teachers are posted at Tuihaching bari JB School. There are total 14 students of which 9 were present. None of the student had brought any books to the school.
- ii) The learning level of the students was also not satisfactory. The Achievement Test that was conducted in the Block also covered the said school and the achievement result of this school shall be immediately shared with the village Chairperson. Monthly meeting with the school Management Committee in the presence of the Village Chairpersons shall be conducted so that the qualitative improvement in education can be followed up closely by the SMC.

Action by all Inspector of Schools.

3. Electricity:

- i) The said habitation is already included in the priority list sent to the Planning & Coordination department for early extension beyond the State Plan of TSECL, RGGBY. As per TSECL officials 2 K.M. ST line will be required and further service connection will require additional LT line.

Action by DM, Khowai

4. Drinking Water & Sanitation:

- i) There is one Mini Deep Tube Well located at the TSR camp nearby but at present the water is being lifted with the help of Generator.
- ii) The villagers demanded Ring Wells at 2 locations in the village.

- iii) The status of sanitation coverage in the village was found to be very poor and majority of villagers are practicing open defecation. During the meeting the importance of good sanitation practices was emphasized and decision was taken that immediately IHHL for all 41 household shall be taken up.
- iv) BDO shall take necessary action for supply of squatting plates and finish the toilets within the month of July,2012.
- v) The villagers were promised that drinking water sources like RCC Wells shall be simultaneously taken up at requisite locations depending on the construction of toilets by the villagers.

5. Pre-School Education:

- i) The AWC of Tulabari and Nakhrai bari are presently operating in private buildings. Sanction of the AWC for Nakhrai bari (Hazari bari) was given in 2003 but the construction was not completed due to a land dispute. Similarly Tulabari AWC was not completed due to fund paucity. Matter has already been informed by CDPO, Padmabil and OC, General Section of DM's office, Khowai shall take up the matter so as to ensure these two AWC are immediately completed.
- ii) While discussion on conduct of VHND it came to notice that the location selected for VHND on 05.05.2012 i.e. Dinadayal bari is very far away from Tulabari and it is very difficult for women to carry children so far away. Necessary instruction has been given to SDM to ensure that VHND venue should be chosen so that the AWCs are located within 2 K.M. radius around. SDM shall keep this issue in mind for preparation of schedule for August-September.

Action by O/C GI/ SDM / BDO/CDPOs

6. Social Welfare:

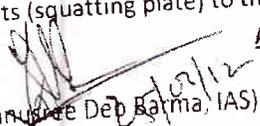
- i) Smt. Padma Mala Debbarma has not received old age pension as she has not been entitled for the scheme. Sri Bidhu Mohan Debbarma alleged that he has not been sanctioned blind / handicapped allowance. CDPO shall look into both the cases and submit report by 30th June,2012.

Action by CDPOs

7. Visit to I Bn. TSR, Tula bari post:

- i) The In-charge, informed that presently they are lifting water from a Kucha Kuwa with the help of Generator for 2 hours. There is acute scarcity of water in the post as well as nearby areas. To resolve this issue it was proposed that extension of electricity from Hazari bari may be require only 8 poles. Once electricity is given to the camp, Mini DTW may be set up and pipe line connection may be given to the nearby Tula bari habitation as well. DGM, Khowai shall send report immediately within 30th June,2012.
- ii) The camp-in-charge demanded that boundary fencing may be taken up for the said camp.
- iii) The road connecting of TSR camp to the Gaja bari TSR camp needs jungle cutting and additional road formation. BDO, Padmabil may send an estimate immediately. BDO also instructed to immediate supply of 2 – 4 Latrine units (squatting plate) to the TSR camp.

Action by BDC


 (Tanu Dee Deb Barma, IAS)
 District Magistrate & Collector
 Khowai District: Tripura

Government of Tripura
Office of the District Magistrate & Collector
Khowai District: Tripura

Dated, 25/06.2012.

NO. 93-108 /F.XII(5)/DM/KH/CON-Tour/2012,

To

- The Addl. District Magistrate & Collector, Khowai
- The Chief Medical Officer, Khowai
- The OC, Development / General Section of DM's Office, Khowai.
- The SDM, Khowai
- The Executive Engineer, RD Division-III, Teliamura
- The Executive Engineer, PWD (R&B), Khowai
- The Executive Engineer, DWS, Kalyanpur
- The Deputy General Manager, TSECL, Division-X, Khowai
- The BDO, Padmabil, for taking necessary action
- The CDPO, Padmabil
- The Inspector of Schools, Harrepkwar TTAADC / Khowai

Copy for kind information:-

1. The PS to Chief Secretary, for kind information to the Chief Secretary.
2. The Principal Secretary, Revenue Deptt. Govt. of Tripura, Agartala
3. The Principal Secretary, RD Deptt. Govt. of Tripura, Agartala.


25/06/12
District Magistrate & Collector
Khowai District: Tripura