

**GUIDELINES ON  
MEMBER OF LEGISLATIVE ASSEMBLY  
LOCAL AREA DEVELOPMENT SCHEME  
(MLALADS)  
(Revised on 2023)**



**Planning & Programme Implementation Department  
Government of Mizoram**

**GUIDELINES OF MLALADS (Revised on 2023)**  
**GOVERNMENT OF MIZORAM**  
**PLANNING & PROGRAMME IMPLEMENTATION DEPARTMENT**  
**AIZAWL : MIZORAM**

**GUIDELINES ON MEMBER OF LEGISLATIVE ASSEMBLY  
LOCAL AREA DEVELOPMENT SCHEME (MLALADS)**

(As amended vide Notification

No.H.12020/1/05-PLG	Dt: 3 <sup>rd</sup> June,2013
No.H.12020/1/05-PLG	Dt: 21 <sup>st</sup> November,2019
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**1. OBJECTIVE OF THE SCHEME**

- 1.1 Member of Legislative Assembly are approached by their constituents, quite often, for small works of capital nature to be done in their constituencies. Hence there have been demands made by Members of Legislative Assembly that they should be able to recommend works to be done in their constituencies. Considering these suggestions, detailed guidelines on the scheme, concepts, implementation and monitoring of MLALADS was made operational from 2005-06.
- 1.2 Under these scheme, each MLA will have the choice to suggest to the Deputy Commissioner works to the tune of fund earmarked by the Government from time to time , to be taken up in his/her constituency. On the basis of suggestions made by MLAs, priority will be given according to these guidelines.

1.3 MLAs can also recommend works outside their constituencies for construction of assets that are permissible in the guidelines for rehabilitation measures, in the event of natural calamity of rare severity in any part of the state.

## 2. SALIENT FEATURES OF THE SCHEME

2.1 Each MLA may give his choice of works with the Implementing Agencies to the concerned Deputy Commissioner at any point of time against the allocated fund for implementation by following the established procedures. Works under this scheme should be developmental in nature based on locally felt needs and should conform to the general pattern of programmes and projects of the State Plan Scheme operating within the District.

**The following should not be selected for the implementing agency:**

- a) Private Individuals (**except special case**)
- b) Political Parties
- c) Religious organizations

2.2 The fund under MLALADS may be used for creation of durable assets which shall always be available for public use at large. The ownership of such assets created with MLALADS fund would vest in the Government. The sale/transfer/disposal of assets created out of this Fund shall not be undertaken without prior permission from the Government.

- 2.3 The works under this scheme should primarily be assets creation, and purchase of inventory and equipment strictly of public utility as certified by the concerned MLA.
- 2.4 An illustrative list of works that may be taken up under the scheme is appended at the Annexure-I. A list of works which shall not be allowed under the scheme is also appended at Annexure-II.
- 2.5 The site selected for execution of works by the MLA should not be changed except with concurrence of the MLA himself.
- 2.6 The technical and administrative sanctions of the works under this schemes should be accorded by following departmental procedures in the State.
- 2.7 When a new MLA is elected upon vacating a seat by a previous MLA due to termination, resignation, etc. the new MLA will not change any scheme already recommended by the earlier MLA and sanctioned by the sanctioning authority before the new MLA assumed office.
- 2.8 If any person ceases to be a MLA due to resignation, termination or otherwise, the new MLA of the constituency will be entitled to the balance amount of the fund remaining unsanctioned prior to the start of the tenure of the new MLA.

### **3. SANCTION AND EXECUTION OF WORKS**

- 3.1 In identifying and selecting works and giving administrative sanction for the same, the Deputy Commissioner should get the written concurrence of the MLA.
- 3.2 If the Deputy Commissioner is unable to ensure the consideration and taking up of any works in the list of works suggested by the MLAs in the forgoing manner, he/she should send a comprehensive report on the reasons, requirements etc., to the State Planning & Programme Implementation Department as early as possible, and the State Planning & Programme Implementation Department would examine this report and take further appropriate action.
- 3.3. The State Planning & Programme Implementation Department will be the Nodal Department for implementation of this scheme. All scheme proposed to be undertaken should be furnished to the Nodal Department.
- 3.4 The total fund earmarked for the financial year for each constituency shall be released to the concerned Deputy Commissioner immediately after the vote on Accounts /Budget is passed or shall be released in two equal installments at the disposal of the concerned Deputy Commissioner. The first installment shall be released to the District Authority immediately after the vote on Account/ Budget is passed and the release of second installment would be considered by the State Planning & Programme Department on the basis of information

furnished regarding progress of utilization of fund and physical achievements in the format placed at **Annexure – III**.

3.4 (a) The fund so released shall be kept in the Savings Bank Account by the respective Deputy Commissioner.

3.5 Fund for individual works should be promptly released. Release of Funds should be arranged through the Administrative Authority available nearest to the work spot as per the choice of the MLA concerned so that implementing agencies have the quickest feasible access to decentralized authority.

In case of high material cost components and if the concerned Deputy Commissioner, in consultation with the concerned MLA is satisfied, an advance of 75% of the sanctioned amount for a particular work may be sanctioned as first installment to the implementing agency and the second installment may be released on production of Utilization Certificate on the first installment duly certified by the concerned MLA or the Supervising Officer concerned as in **Annexure–IV**.

3.5 (a) A fund released to the District Authority should be deposited in any of the Nationalized Banks and interest accrued on the fund so deposited may be utilized for the works approved under this guidelines.

3.6 Implementing agency should display sign boards in pink colour bearing name of MLA, year of construction, name of work, sanctioned amount and name of Implementing Agency as in **Annexure –V**.

- 3.7 The normal financial and audit procedure would apply to all actions taken under this scheme.
- 3.8 1% Labour Cess should not be imposed on works under Member Legislative Assembly Local Area Development Scheme (MLALADS) as such works are developmental in nature intended for direct benefit of the general public in spite of the specified cess levied in pursuance of MBOCWVB Cess Act,1996.  
(Notification No.B.16012/2/2023-LESDE/5 :dt 21.02.2023)
- 3.9 All Deputy Commissioners may authorize their respective Additional Deputy Commissioners to release sanction of MLALADS in order to ensure that there is no delay in release of sanction. (Circular No.A.60011/8/2018-GAD/Pt ; dt.17/01/2023)

#### **4. MONITORING ARRANGEMENT**

- 4.1 For effective implementation of the works taken up under this scheme, the Deputy Commissioner/Sr. Officer of the Districts should visit at least 10 p.c. of these works every year. Similarly, it should be the responsibility of Planning & Programme Implementation Department to have spot verification of works taken up under this scheme so as to ascertain, through field visits, the implementation of works under this scheme are completed satisfactorily.
- 4.2 Monitoring formats have been enclosed at **Annexure-III**. The Deputy Commissioner should furnish the report regularly on quarterly basis not later than 15th of the month under report. Other issues relevant to this scheme would be decided by State Planning & Programme

Implementation Department from time to time within the framework of the scheme.

- 4.3 The Principal Secretary/Secretary, Planning & Programme Implementation Department should conduct a meeting involving Deputy Commissioners and MLAs to assess the progress of works under this scheme at least twice in a year.
- 4.4 Utilization of fund under this scheme be submitted to the State Planning & Programme Implementation Department at the end of every year as per **FORM 12C of General Financial Rules, 2017**. (appended at **Annexure-VI**)



## ANNEXURE-I

### ILLUSTRATIVE LIST OF WORKS THAT CAN BE TAKEN UP UNDER MLALADS

The following is an illustrative list of works that may be taken up under this scheme:-

1. Construction of Educational Buildings.
2. Providing Drinking Water to the people in the village, towns or cities by digging tube wells or other works which may help in this respect.
3. Construction of village roads or approach roads.
4. Construction of common shelters for the old or handicapped.
5. Improvement of village ponds /springs.
6. Construction of irrigation canals.
7. Public reading rooms or study rooms or village library.
8. Creches and Anganwadis.
9. Construction of public health care buildings, including family welfare sub-centers together with the ANM residential quarters.
10. Crematoriums/burial grounds.
11. Construction of public toilets and bathrooms.
12. Drains and gutters.
13. Footpaths, pathways and footbridges.
14. Construction of steps.
15. Bus sheds/stop for public transport passengers.
16. Veterinary Aid Centers.
17. Emergency works like landslides and landslip which could deter the life of the people.
18. Construction of Community Halls.
19. Construction of Sports infrastructure.

20. Construction/Repair of dwelling Houses for the destitute family in exceptional cases.
21. Expenditure on private land at donated/ negotiated amount for public purposes against approved schemes of the Government.
22. Assistance to health, education, sport activities and livelihood activities in one time payment in the form of GIA.
23. Providing materials and equipment such as hearing aid, wheelchair etc. to Persons with Disabilities (PwDs) as certified by the concerned MLA.

## ANNEXURE-II

### LIST OF WORK NOT PERMISSIBLE UNDER MLALADS:

The following list of works , in particular, shall not be allowed under this scheme:

1. Works belonging to organizations, trusts, registered societies, private schools engaged in commercial activities and for profit making activities.
2. Grants (except for Health, Education & Sports) and Loans.
3. Acquisition of land or any compensation for land acquired.
4. Assets for individual benefit, except those which are part of approved schemes.
5. Places for religious worship.

ANNEXURE-III

FORMAT FOR QUARTERLY PROGRESS REPORT ON  
MLALADS

QUARTER ENDING \_\_\_\_\_

1. Name of the District: :
2. Name & No. of Constituency :
3. Name of MLA :
4. Physical Performance :

Sl. No.	Name of works & its location	Name of contractor/ Implementing agency	Ap- proved cost:	Amount released specifying No. of in- stallment	Date of release	Status of Com- pletion
1	2	3	4	5	6	7

**5. Fund received from the constituency (Rs.in lakh)**

- A. Balance of Fund carried forward from the previous year : Rs
- B. Fund received during the year : Rs
- C. Amount of interest of Accrued : Rs
- D. Total (A+B+C) : Rs
- E. Total cost of work sanctioned : Rs
- F. Total cost of work unsanctioned(D-E) : Rs
- G. Actual expenditure : Rs
- H. Total fund available with the District Administration (D-E) : Rs

Signature of  
Deputy Commissioner  
(with Seal)

**ANNEXURE-IV**

**FORM OF UTILIZATION CERTIFICATE**

1. Name of work : \_\_\_\_\_
2. Sanction No. with Amount : \_\_\_\_\_
3. Amounts drawn as 1st Installment : \_\_\_\_\_

Certified that the Amount drawn as 1st Installment of Rs : \_\_\_\_\_  
(Rupees \_\_\_\_\_) only has been utilized for the purpose of \_\_\_\_\_ for which it was sanctioned.

Signature : \_\_\_\_\_  
Name : \_\_\_\_\_  
Designation : \_\_\_\_\_

**COUNTERSIGNED**

I hereby certified that the above Utilization Certificate is found correct and the 2<sup>nd</sup> installment may be released.

Date \_\_\_\_\_ SIGNATURE \_\_\_\_\_

NAME OF MLA \_\_\_\_\_

OR

NAME OF SUPERVISING OFFICER \_\_\_\_\_

ANNEXURE-V

FORMAT OF SIGN BOARD OF MLALADS

<b>MLALADS</b>	
Name of MLA	: .....
Year of Construction	: .....
Name of Work	: .....
Sanction Amount	: .....
Implementing Agency	: .....

# FORMS

## GFR 12-C

[See Rule 239]

### FORM UTILIZATION CERTIFICATE (For State Governments)

**(Where expenditure incurred by Government bodies only)**

Sl. No.	Letter No. and date	Amount	Certified that out of ..... of grants sanctioned during the year..... in favour of .....under the Ministry/Department Letter No.given in the margin and ..... on account of unspent balance of the previous year,a sum of..... has been utilized for the purpose of ..... for which it was sanctioned and that the balance of..... Remaining unutilized at the end of the year has been surrendered to Government (vide No. .... dated.....)/ will be adjusted towards the grants payable during the next year.....
	Total		

2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money back was actually utilized for the purpose for which it was sanctioned.



Kinds of checks exercised

- 1.
- 2.
- 3.
- 4.
- 5.

Signature.....  
Designation.....  
Date.....

P.S-The UC shall disclose separately the actual expenditure incurred and loans and advances given to suppliers of stores and assets, to construction agencies and like in accordance with scheme guidelines and in furtherance to the scheme objectives, which do not constitute expenditure at the stage. These shall be treated as utilized grants but allowed to be carried forward.