

GOVERNMENT OF MIZORAM
PLANNING & PROGRAMME IMPLEMENTATION DEPARTMENT
(RESEARCH & DEVELOPMENT BRANCH)

~~~

Dated Aizawl, the 22<sup>nd</sup> October, 2019

**NOTIFICATION**

**No.G.28012/1/2019/PLG(RDB):** The Government of Mizoram is pleased to notify the Framework for Implementation of Socio-Economic Development Programme (SEDP) which is as under:-

**1. STRUCTURE**

**1.1. SEDP Apex body:** The Mizoram State Planning Board (MSPB), reconstituted vide No.G.26011/1/2019-SPB dt. 8.8.2019, shall be the apex body for matters relating to Socio-Economic Development Programme.

**1.2. Role of the apex body:** The apex body shall assess state resources, determine plan priorities, oversee schematization of state policies into programmes and advice the Government on the sectoral outlay for the implementation of SEDP.

**1.3.** MSPB shall also monitor and review the implementation of SEDP or delegate the function wholly or partially to any Officer, Department, Committee or Agency at any time and for any period it deems fit.

**1.4. SEDP Boards:** The 14 SEDP Boards established vide Notification No.B.12020/1/2019-GAD dt. 7.2.2019 shall formulate schematic plan for their sectors for the accomplishment of SEDP. These Boards are:-

- 1) Bamboo Link Road Board
- 2) Bamboo Development Board
- 3) Agriculture Development Board
- 4) Rubber & Allied Crops Development Board
- 5) Horticulture Development Board
- 6) Veterinary & Fishery Board
- 7) Social Rehabilitation Board
- 8) Health & Family Welfare Board
- 9) Road & Infrastructure Development Board
- 10) Land Revenue & Survey Board
- 11) Manpower Development Board
- 12) Culture & Tourism Development Board
- 13) Industrial Development Board
- 14) Human Resource Development Board

**1.5. State Departments:** Sectors not adequately represented by the above 14 Boards shall be addressed by the respective line Departments.

**1.6. Nodal Department:** Planning & Programme Implementation Department shall be the nodal Department for SEDP as per O.M. No.G.20012/1/2009-FBT/Pt-I dated 14.8.2019.

## **2. PROCEDURE**

**2.1. Sectoral Schematic Plan:** The sectoral schematic plan should be conceptualized at the level of the SEDP Boards for the attainment of SEDP objectives laid out in the SEDP Booklet circulated by Planning Department.

**2.2.** Departments that are not represented under any of the SEDP Boards shall prepare the sectoral schematic plan independently which shall be approved by their respective Ministers.

**2.3.** Section 3 below may be used as guideline for preparation of sectoral schematic plan.

**2.4. Annual Action Plan:** Line Departments will carry out project identification based on annual targets in the sectoral schematic plan approved by the SEDP Boards.

**2.5.** Section 4 below prescribes the Guidelines & Format to be used by the line Departments for preparing AAP containing the identified projects. 2 (two) hard copies and 1 (one) soft copy of the AAP shall be submitted to Planning Department for laying before MSPB.

**2.6. Budgetary allocation:** MSPB shall examine the AAPs and approve the budgetary allocation based on the priorities of SEDP. Planning Department shall convey a recommendation to Finance Department for required budgetary allocation to the line Department under the relevant Head of Account/s as furnished in the AAP.

**2.7. Sanction:** Expenditure sanction shall be obtained by the line Departments, based on the approved AAP without any alteration, first from Planning Department and then from Finance Department. At this stage, the proposal shall be accompanied by all necessary documents such as detailed estimates, detail project report (with technical vetting at appropriate level), non-duplication certificate etc.

**2.8.** In case alteration of AAP is necessitated at any stage, fresh approval of Planning Department shall be sought before execution of the schemes/projects contained in the AAP.

**2.9. Quarterly Progress Report:** The line Departments shall submit QPR in the prescribed format by the end of the second week of the following quarter on a regular basis to Planning Department.

**2.10. Closure of projects:** Completion Certificate along with photographs shall be submitted for closure of projects.

### 3. APPROACH FOR SECTORAL SCHEMATIC PLAN

3.1. The following points may be used as guidelines in conceptualizing the Sectoral Schematic Plan: -

- 1) Long-term analysis of sectoral prospects in providing essential services or creating sustainable livelihood for the people.
- 2) Diagnosis of sectoral ailments that prevent attainment of these potentials.
- 3) Formulating goals that will address the sectoral gaps with realistic phase-wise rendering of targets including Annual Targets.
- 4) Conceptualizing schemes/projects to achieve those goals and targets.
- 5) Prioritizing the conceptualized schemes/projects in order of need or socio-economic returns.

3.2. To the extent possible, the sectoral schematic plans must be research-based.

### 4. GUIDELINES FOR ANNUAL ACTION PLAN

4.1. Schemes/projects should emphasize **creation of capital assets** of common public utility, as also revenue generating and market oriented projects that aim at increasing productivity and raising the GSDP.

4.2. Projects in the nature of **revenue expenditure** are discouraged (e.g., recurring administrative expenses, purchase of vehicles, provision for contingencies etc.); revenue expenditure shall be admissible in so far as it results in systemic reform of public administration, provide invaluable public service, or bring about innovation and economic growth.

4.3. No **proposals from private individuals** shall be entertained. Only proposals received through official channels submitted by line Departments will be considered for processing. Projected outcomes of all SEDP schemes/projects must benefit the society as opposed to a private individual.

4.4. For **community and livelihood-based projects**, the government's role must be restricted to that of facilitator and promoter to the extent possible. Such project proposals should also not entail recurring liabilities on the part of the Government. Aid in the form of cash grants in such livelihood projects must be to a minimum; rather, it should be by way of incentive through subsidies, reimbursements, support pricing, tax exemptions, enabling legislation, market friendly regulations, etc. which fostering free competition and avoid arbitrariness or assertion of partiality.

4.5. Separate fund will be provisioned by the Government to the extent possible for **operation & maintenance** of roads & bridges and heavy machinery relating to power generation and water supply based on approved Standard Operating Procedures (SOPs).

**4.6. Balanced regional development** must be given due consideration while prioritizing various projects so that the benefits under SEDP may reach all districts of Mizoram and decrease regional imbalances.

**4.7.** Departments are to take the initiative in formulated projects that are geared towards the realization of SEDP as envisaged in the SEDP Booklet circulated by Planning Department.

**4.8. Format of AAP:-**

- 1) Name of the Implementing Department
- 2) Name of the Executing Department/Agency
- 3) Title of the Scheme/Project
- 4) Aims & Objectives
- 5) Duration
- 6) Project description
  - (a) Project goal
  - (b) Project area
  - (c) Target group
  - (d) Problems to be addressed
- 7) Details of any need assessment done in the area
- 8) Beneficiary oriented? (Yes/No) Details.
- 9) Strategy/Action Plan
- 10) Monitoring & evaluation indicators
- 11) Project sustainability (how will the activities be sustained after project support is completed)
- 12) Brief estimate (year-wise if duration of project exceeds 1 year)
- 13) Head of account/s of the implementing Department where fund is to be allocated
- 14) Head of account/s of the executing Department for cases where fund is to be transferred

**4.9.** Advisory on priority sectors and potential growth avenues shall be intimated to the SEDP Boards and line Departments from time to time for their consideration and further action.

**5. TIMEFRAME**

**5.1.** The exercise for preparation of SEDP allocation to departments for the subsequent financial year will follow the underlying timeframe.

**5.2.** Preparation/Review of Sectoral Schematic Plan by SEDP Boards will be held during the months of **April – August**.

5.3. Submission of Annual Action Plan by line Departments as per the Sectoral Schematic Plan to Planning & Programme Implementation Department should be completed within **September – October**.

5.4. MSPB meeting should be convened for approval of fund allocation for SEDP during the **first week of November**.


5.5. Budgetary Allocation for SEDP will be made by Finance Department as per the decision of MSPB intimated to them by Planning & Programme Implementation Department during **January – March**.

5.6. Proposal for Expenditure sanction will be processed immediately by the line departments based on their budgetary allocation from **April of the following new financial year**.

5.7. Execution of SEDP Schemes/projects should commence by **May of the following financial year**.

|                                                                                        |                        |
|----------------------------------------------------------------------------------------|------------------------|
| 1. Preparation /Review of Sectoral Schematic Plan by SEDP Boards                       | April – August         |
| 2. Submission of Annual Action Plan by line Departments as per Sectoral Schematic Plan | September - October    |
| 3. Convening of the MSPB and approve allocation for SEDP                               | First week of November |
| 4. Budgetary Allocation for SEDP                                                       | January – March        |
| 5. Expenditure sanction                                                                | April                  |
| 6. Execution of SEDP Schemes/projects                                                  | May onwards            |

This has approval of Hon'ble Chief Minister vide CM's Office R. No.6210 dt. 18.9.2019.

  
( DR. C. VANLALRAMSANGA )  
Secretary to the Govt. of Mizoram,  
Planning & Prog.Implementation Dept.

Memo No.G.28012/1/2019/PLG(RDB) : Dated Aizawl, the 22<sup>nd</sup> October, 2019

Copy to: -

1. Secretary to the Governor, Mizoram.
2. PS to Chief Minister, Mizoram.
3. P.S. to Speaker/ Dy. Speaker/ Ministers/ Ministers of State, Mizoram.
4. P.S. to Vice Chairman, Mizoram State Planning Board.
5. Human Resource Development Board
6. Sr. P.P.S. to Chief Secretary, Government of Mizoram.
7. All Principal Secretaries/Commissioner & Secretaries/Secretaries to the Govt. of Mizoram.
8. All Heads of Departments, Government of Mizoram.

Sd/-SAIHLIRA  
Principal Adviser-cum-Addl. Secretary,  
Planning & Prog. Implementation Deptt.,  
Government of Mizoram.