

**Government of West Bengal
Panchayats & Rural Development Department
63, Netaji Subhas Road, Kolkata – 700 001**

Memo No. 2538(19)-RD/NREGA/18M-02/07

Dated: 16 April 2013

From: Saurabh Kumar Das
Principal Secretary

To: The District Magistrate and District Programme Coordinator (all Districts)
Principal Secretary, GTA and District Magistrate, Darjeeling

Subject: Implementation of e-FMS under MGNREGA

Madam / Sir,

Kindly note that under instructions from the Ministry of Rural Development, Government of India the State Government in the Department of Panchayats & Rural Development has decided to introduce Electronic Fund Management System (e-FMS) throughout the State by the end of June 2013. In this letter I would like to briefly describe the rationale for introducing e-FMS and the processes involved in doing so in order to prepare the field level agencies for gradual switch over to the new system of generating fund transfer orders for the purpose of making payments from the centrally maintained e-FMS account. Kindly share this with the field functionaries and thoroughly acquaint all the PIAs on the steps involved for introduction of the new system.

1. Rationale

The greatest hurdle under MGNREGS is timely payment of wages to the wage seekers. Though payment of wages through Bank and Post Office accounts of the wage seekers has been made mandatory, due to some systemic difficulties internal to the banking and postal systems, more often than not the delay in payment of wages could not be avoided. Whereas the delay in actual disbursement of wages to the wage seekers may be totally dependent on the functioning of the Banks and Post Offices, the delay in crediting the wage earned to the accounts of the wage seekers can be substantially reduced if a process of centrally managed fund transfer directly to the account of the wage earners is introduced. It is in this context that the Ministry of Rural Development, Government of India has initiated the Electronic Fund Management System (e-FMS) for disbursement of wages and payment of other charges through NREGASoft under MGNREGA. In four States, viz., Gujarat, Karnataka, Rajasthan and Odisha, the process has already been launched. As we have received reports, the system is going successfully in those states with resultant speed in fund transfer.

2. e-FMS processes (preparatory)

a) Opening of e-FMS account

e-FMS requires a central level account wherefrom payments are supposed to be credited directly into the accounts of the payees (wage earners/ others). We have already opened the State e-FMS Account with the United Bank of India, Old Court House Street Branch.

Following are the details of the Bank Account:

Name of the account: WBSRDA-SEGF-E-FMS a/c

Account Number: 0389010330459

Name of the Bank: United Bank of India

Name of the Branch: Old Court House Street Branch

IFSC Code: UTBI00CH175

b) Validation of all existing accounts of job seekers.

For this the details of all existing job card holders and their accounts are to be shared with the Banks/ financial institutions and in consultation with the financial institutions all the necessary details are to be tallied. It must be ensured that the particulars as in the job card and the particulars as in the accounts are perfectly matching. If there is any discrepancy between the two, fund transfer will not take effect despite generating the fund transfer orders.

c) Opening of accounts for all individual wage seekers.

In most of the cases, we are presently working with joint accounts where the wages earned by individual wage seekers in the households are credited into the joint account of the household and the account holders are subsequently withdrawing money from their accounts. In order to ensure that individual workers in the households, especially women in the households, get their individual wages into their own accounts it is advisable to have individual accounts opened for all the job seekers in the job card holding households. We may start with the active wage seekers initially and gradually cover all the wage seekers.

d) Shifting of accounts from the non-CBS financial institutions into the financial institutions in the CBS platform

Since e-FMS will work in online mode and fund would be directly debited from the State level e-FMS account into the accounts of the wage seekers, it is imperative that all the

wage seeker accounts are in the CBS platform. Although, the wage seekers are supposed to be given total freedom in having their accounts into the financial institution of their choice, it is advisable to transfer all the accounts from the Cooperative Banks and SKUSs into the Commercial Banks/ Regional Rural Banks. Post Office accounts too might face some difficulty in coming into the e-FMS platform. This too should be closely monitored and in case of difficulties, shifting of Post Office accounts to Commercial banks/ RRBs may not be ruled out. Necessary preparations may be made accordingly.

e) Appointing Business Correspondents by the Banks

Since there would be huge load of accounts on the Banks once the e-FMS is introduced, it is advisable that the Banks engage the Business Correspondents and open Local Service Points in the villages for better service delivery to the wage seekers. The district authority may kindly initiate dialogue with the Banks so as to ensure that they engage BCs and establish LSPs in their respective service area. We are in constant touch with the Banks at the State level to impress upon the need and scope of the BC model for payment of MGNREGA wages.

f) Obtaining Digital Signature Certificates (DSC)

All the fund transfer orders (FTO) are to be digitally signed for making e-FMS possible. In e-FMS, there would be one authority for generating the FTO and another authority for authorizing the fund transfer. In an ideal situation, at the Gram Panchayat level, the Executive Assistant is supposed to generate the FTO which is then supposed to be approved by the Pradhan of the Gram Panchayat. However, in the present circumstances, it might be difficult to associate the Pradhans in the electronic process. Hence we propose to initially obtain DSCs for the Executive Assistant of the Gram Panchayats for generating the FTOs and the Block Development Officers (Programme Officers, MGNREGA) for authorizing payment. The idea is that before generating the FTO, the Executive Assistant shall obtain payment order from the Pradhan of the Gram Panchayat on the Measurement sheet and then only the FTO will be generated. Once the FTO is generated, the Block Development Officer shall authorize the same and fund would then be directly debited from the State e-FMS account. Immediate measures should be taken by the districts for obtaining Digital Signature Certificates for the Executive Assistants and the Block Development Officers.

g) Generating e-Muster Rolls

e-FMS will require Muster Rolls to be electronically generated. Even if the process of generating FTOs may take some time to materialize, generating e-Muster Rolls is

supposed to be universal by April 2013. Some of the districts have substantially advanced in this whereas the districts like Malda, Murshidabad, Birbhum, and Nadia and GTA are at the zero achievement stage on this count. E-Musters are less than twenty percent in Dakshin Dinajpur, South 24 Parganas, Paschim Medinipur, Howrah, Jalpaiguri, Bankura and Purulia districts. Special drive must be undertaken to ensure that all the Muster Rolls are electronically generated with effect from May 2013 (1 May 2013) as already indicated in our letter No. 2346/RD/NREGA/18M-02/07 dated 5 April 2013.

h) Electronically generating Wage Lists

In order to make e-MFS a reality, it is also imperative that the Wage Lists are electronically generated. We have as yet been able to make little headway on this count. The districts are to take specific and time bound steps to generate electronic wage lists for all the PIAs by end of May 2013.

3. E-FMS processes (in the operation phase)

In the operation phase, the following will be the sequence of events.

- a) Generation of e-Muster Rolls.
- b) Attendance booking in e-MRs and filling of e-MR.
- c) Generation of wage-list.
- d) Generation of FTOs and DSC authentication at Gram Panchayat level.
- e) Final DSC authentication of FTO at PO level.
- f) Fund will be transferred from State e-FMS account to wage seekers account directly.
- g) Wage seekers will collect the amount directly from their respective branches or amount can be distributed through BCs.
- h) In future all amount payable under MGNREGS (wage, Bills of material and administrative expenditure) will be transferred through e-FMS.

In this regard we have already taken steps for piloting the process in two districts viz., North 24 Parganas and Hooghly where in selected blocks the process is in the final shape to take off. For better transparency in the system of disbursement of wages together with the feature of enabling the credit of wage in the accounts of the Job Card holders, the Ministry has set a mandate to introduce the system throughout the State without any further loss in time.

To implement the e-FMS the following schedule has been planned from the Department, which outlines in brief the timeline for achieving the respective milestones:

Schedule	Rollout Plan
April'13	1) all Districts to start e-MR, subsequently use of conventional printed MR is to be done away with 2) North 24 Parganas and Hooghly districts will start e-FMS for wage disbursement in piloted blocks and GPs
June '13	1) North 24 Parganas and Hooghly district will start e-FMS for 100% wage disbursement in the entire district 2) other districts to start payment of wages in at least one pilot Block
July '13	all districts to switch over to e-FMS for 100% wage disbursement
September '13	all districts to switch over to e-FMS for all kinds of payment viz. wages, material bills and administrative expenditure

In this regard, I would once again request you to take initiative for the purpose of introduction of e-FMS within the time frame indicated above.

Yours sincerely,



(Saurabh Kumar Das)
Principal Secretary

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Dated: 16 April 2013

Copy forwarded to Shri D. K. Jain, Joint Secretary, Ministry of Rural Development, Department of Rural Development for favour of information.

Copy also forwarded to Smt. Madhuri Sharma, Senior Technical Director, NIC, Delhi with a request to make the enabling provisions in NREGASoft for introduction of e-FMS in the State.


(Saurabh Kumar Das)
Principal Secretary