Order

A Steering and Co-ordination Committee under the chairmanship of Chief Secretary is hereby constituted for time bound implementation of major Infrastructure Projects. Constitution of the Committee would be as under—

i. Chief Secretary
   Chairman

ii. Addl. Chief Secretary, Finance
    Member

iii. Addl. Chief Secretary, Forest & Environment
     Member

iv. Addl. Chief Secretary, Revenue
    Member

v. Addl. Chief Secretary, U.D.H.
   Member

vi. Pr. Secretary, L.S.G.
    Member

vii. Addl. Chief Secretary/Pr. Secretary/Secretary of concerned Administrative Department
     Members

viii. Pr. Secretary, Planning
      Convener

Terms of Reference of the Committee would be as under—

i. Committee would deliberate on following types of projects—
   a. Projects above Rs. 100 Crores pertaining to Infrastructure Departments.
   b. Projects facing delays of more than 3 years over the prescribed time schedule.
   c. Projects referred by Hon’ble Chief Minister or Chief Secretary, looking to the importance of the project concerned.
   d. Projects referred by concerned Administrative Departments, due to bottlenecks arising out of inter-departmental issues.

ii. Committee would look at following issues for expeditious and timely resolutions—
   a. Land Acquisition.
   b. Land Allotment.
   c. Environment and Forest Clearances.
   e. Utility Shifting.
   f. Procurement & Tendering.
   g. Contract Management.
   h. Budget Management and Financial Phasing.
   i. Any other issue becoming a bottleneck for the timely completion.

iii. Committee could call officials from any other department or organization as Special Invitee for a particular meeting looking to the requirement.

iv. Committee to put up specific proposals related to Government Process Re-engineering in relation to the provisions of RTPP Act, Procurement Laws / Rules, Public Works Manual and other similar Acts/Rules/ Guidelines so as to
expedite tendering process and execution of projects on the ground. This exercise be carried out within a fortnight.

v. Committee to put up specific proposals for carrying out government process re-engineering related to other aspects of project execution as may come to its notice from time to time.

Role of the Project Sponsoring Administrative Department would be as under—

i. Information in relation to identified projects be provided by way of agenda for discussion in template as given at Annexure ‘A’.

ii. Put up the projects facing hurdles in time bound implementation.

iii. Take action on the directives of the Committee.

iv. Constitute a Project Management Unit at Head Office, where in the officers/consultants assigned should be trained specifically in relation to Forest/Environment Clearances. Further, the team of PMU should be responsible for personal pursuance with all stakeholders.

v. Appoint a ‘Mentor’ of appropriate seniority for each of the project covered by the Committee. Scope of works for Mentors would be as under—
   a. Pursue and co-ordinate with various departments and agencies to ensure implementation of decisions of the Committee.
   b. Ensure day to day personal follow up with all the stakeholders for time bound implementation.
   c. Timely escalation of bottlenecks, not getting resolved at his level.

Meetings of Committee can be convened as per requirement. The Planning Department would be the Administrative Department of this Committee.

By Order,

(Dr. Prem Singh Charan)
Dy. Secretary to Govt.

Copy to forwarding for necessary action -

i. Pr. Secretary to Chief Minister.

ii. Sr. D.S. to Chief Secretary.

iii. Addl. Chief Secretary, Finance.

iv. Addl. Chief Secretary/Pr. Secretary/Secretary

v. Jt. Secretary (Monitoring), Planning Department, Secretariat, Jaipur along with spare copies of orders for delivering to all concerned. (Ref. No. F.1(174)plan/Gr.3/2017)

(K.K. Khandelwal)
Section Officer
### Project Title

**Administrative Department:**

<table>
<thead>
<tr>
<th><strong>Salient Features of the Project</strong></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>(i.) Number of towns &amp; villages to be benefitted</td>
<td></td>
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<tr>
<td>(ii.) MLA Constituency</td>
<td></td>
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<tr>
<td>(iii.) Parliamentary Constituency</td>
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<tr>
<td>(iv.) Population to be benefitted</td>
<td></td>
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<tr>
<td>Date of Sanction of Project</td>
<td></td>
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<tr>
<td>Date of Issue of Work Order</td>
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<tr>
<td>Project Start Date</td>
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<tr>
<td>Initial Date of Completion of Project</td>
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<tr>
<td>Revised Date of Completion of Project</td>
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<tr>
<td>Time Overrun</td>
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<tr>
<td>Cost of Project</td>
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<tr>
<td>Revised Cost</td>
<td></td>
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<tr>
<td>Total Funds Released so far</td>
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<tr>
<td>Total Expenditure</td>
<td></td>
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<tr>
<td>Forest Clearance</td>
<td></td>
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<tr>
<td>Status of Land</td>
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<tr>
<td>Misc :</td>
<td></td>
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**Brief Description of the Project:**

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**Issues & Difficulties:**

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<table>
<thead>
<tr>
<th>Category</th>
<th>Date</th>
<th>Issue</th>
<th>Officers Involved</th>
</tr>
</thead>
</table>
| 1. Land Acquisition –  
  • Appointment of LAO  
  • Report from Collector  
  • Disputes  
  • Award  
  • Disbursement  
  • Mutation | | | |
| 2. Environment Clearance –  
  • Application  
  • Preparation  
  • Query/Rejection | | | |
| 3. Forest Clearance –  
  • Land Identification  
  • Application  
  • Preparation  
  • Query/Rejection | | | |
| 4. Forest Right Act –  
  • Land Identification  
  • Application  
  • Preparation  
  • Query/Rejection | | | |
| 5. Design Changes | | | |
| 6. Tendering | | | |
| 7. Contract Management | | | |
| 8. Utility Shifting | | | |
| 9. Budget/Funding | | | |
| 10. Others (Specify) | | | |

* The issues are by way of illustration. For every project relevant issues are to be highlighted (including those at the level of Administrative Department itself.*