

**CITIZEN’S CHARTER**  
**for**  
**RURAL DEVELOPMENT DEPARTMENT**  
**for the year 2022**

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## A brief over view of Rural Development Department

The main objectives of the Rural Development Department are: - to improve the socio-economic conditions of the rural community, to uplift the people living below the poverty line by providing wage employment, self-employment through income generating activities and also to create permanent assets for strengthening the rural infrastructure. Most of the programmes implemented by the Department are meant for poverty alleviation, reduction of unemployment or to give additional employment to enhance livelihood security of the people living in rural areas.

Formerly known as Directorate of Community Development, the name of the Department was changed to Rural Development Department in the year 1983-84. With the implementation of the Government of Mizoram Flagship Programme-the New land Use Policy (NLUP) and with the introduction of the new Rural Housing Scheme (Distribution of GCI sheet) in the year 1990, and on the recommendation of Dr. GVK Rao, who is a member of the GROUP I, to review the existing organisational set-up for on-going rural development and poverty alleviation programmes; the Rural Development Department of Mizoram was expanded and changed into Commissionerate. In 1999-2000, the Commissionerate of Rural Development was again changed to Directorate of Rural Development.

In Mizoram, all rural development schemes and other poverty alleviation programmes are implemented through a network of 26 (twenty-six) Rural Development Blocks and 11 (eleven) District Rural Development Agencies. The various organizations and institutions under the Department are briefly explained in the following paragraphs.

### The Administrative Department

The Administrative Department i.e. the Secretariat is headed by the Secretary to the Government of Mizoram, Rural Development Department. The Secretary is presently assisted by Joint Secretary, Deputy Secretary, Under Secretary, Superintendent and other supporting staff in the Secretariat.

### Directorate of Rural Development

The Directorate is headed by the Director who executes functions as the apex line department at the State level. The Director is presently assisted by one Joint Director, three Deputy Directors, one Executive Rural Engineer, one Assistant Director, one Veterinary Officer, one Project Officer (Horticulture), one Superintendent, four Assistant Rural Engineers and other supporting staff.

## State Level Monitoring Cell and Internal Audit Cell

There is a State Level Monitoring Cell and Internal Audit Cell (SLMC & IAC) headed by the Project Director, which is engaged in monitoring, inspection and auditing of the accounts of Implementing Agencies of Rural Development Schemes.

## District Rural Development Agencies (DRDAs)

At the district level, there are the District Rural Development Agencies (DRDAs) whose governing body is chaired by the Deputy Commissioner and which have a full-time Project Director. The DRDAs function as the District Office of the Rural Development Department in overseeing various Rural Development programmes since its inception. The Project Director is assisted by Assistant Rural Development Officer, Assistant Engineer, Rural Accounts Officer and other supporting staff.

## Rural Development Blocks

We have 28 (twenty-eight) RD Blocks headed by the Block Development Officers, staff from the line departments and technical as well as clerical supporting staff. Lists of Rural Development Blocks with year of establishment are-

- 1) Tlangnuam (created 16.08.1953)
- 2) Lunglei (created 02.10.1956)
- 3) Thingdawl (created 01.11.1956)
- 4) Lawngtlai (created 01.02.1959)
- 5) Serchhip (created 04.08.1961)
- 6) Hnahthial (created 30.03.1963)
- 7) Lungsen (created 11.01.1969)
- 8) Thingsulthliah (created 07.01.1974)
- 9) West Phaileng (created 31.01.1974)
- 10) Ngopa (created 01.04.1974)
- 11) Aibawk (created 13.08.1974)
- 12) Darlawn (created 13.08.1974)
- 13) E. Lungdar (created 13.08.1974)
- 14) Khawzawl (created 13.08.1974)
- 15) Reiek (created 19.08.1974)
- 16) Sangau (created 27.08.1974)
- 17) Chawngte (created 27.08.1974)
- 18) Zawlnuam (created 28.08.1974)
- 19) Bunghmun (created 09.09.1974)
- 20) Tuipang (created 19.07.1974)
- 21) Khawbung (created 20.06.1995)
- 22) Phullen (created 05.04.2001)
- 23) Bilkhawthlir (created 08.08.2004)
- 24) Saiha (created 11.11.2005)
- 25) Champhai (created 17.11.2005)
- 26) Bungtlang 'S' (created 01.03.2006)
- 27) Tlabung (created 20.05.2022)
- 28) Kawrtethawveng (created 20.05.2022)

## State Institute of Rural Development & Panchayati Raj (SIRD& PR)

The State Institute of Rural Development & Panchayati Raj (SIRD&PR) has been established at Durtlang Leitan to impart training to Rural Development Department functionaries and stakeholders of various rural development programmes at State, District, Block and Village levels. It aims to improve knowledge, skills and attitudes of officials and non-officials in the process of planning, implementation, monitoring and evaluation of rural development programmes. It spearheads consultations and seminars involving officials, scholars, civic leaders, GOs and NGOs to exchange ideas and experiences. It also undertakes extensive research on issues pertaining to rural development schemes. The Institute is headed by a Director, and manned by a team of faculty members and staff.

## Social Audit Unit (MGNREGA)

As mandated by MGNREG Act 2005 and MGNREG Audit of Scheme Rules 2011, Social Audit Unit was established by the Government of Mizoram in 2012. It functions as an independent organization under the Governing Body of the Mizoram Society for Social Audit, Transparency and Accountability (MISSAAT) and directly funded by the Ministry of Rural Development, Govt. of India.

It is entrusted with facilitating the conduct of Social Audit by Gram Sabhas in all centrally sponsored schemes under the Ministry of Rural Development namely, MGNREGS, PMAY(G), PM-POSHAN and NSAP. The SAU is currently headed by a Director, Dy. Director and other supporting staff.

**CITIZEN’S CHARTER FOR DEPARTMENT OF RURAL  
DEVELOPMENT DEPARTMENT (2022)**

**VISION AND MISSION**

**VISION**

To improve the socio-economic conditions of the rural community and to uplift the people living below the poverty line.

**MISSION**

Providing wage employment, self-employment through income generating activities and also to create permanent assets for strengthening the rural infrastructure. Most of the programmes implemented by the Department are meant for poverty alleviation, reduction of unemployment or to give additional employment to people living in rural areas in order to enhance their livelihood security

**CITIZENS CHARTER FOR  
DEPARTMENT OF RURAL DEVELOPMENT 2022.**

**MAIN SERVICES**

Sl. No	Services delivered by the department/office to citizens or other departments/organisations including non-government organisations.	Responsible official with designation	Email and Mobile (Phone no.)	Process for delivery of service within the department/office	Documents if any required for obtaining the service to be submitted by citizen /client	Fees if any, for the service with amount
1.	Providing upto 100 days of wage employment in a financial year to every household whose unemployed adult members are willing to do unskilled manual labour under Mahatma Gandhi National Rural Employment Guarantee Scheme	Pu Zoremthara Ralte, Dy. Secretary	Email : rdsectt1@g mail.com  Phone No : 0389 - 2336021	1. Demand for employment 2. Allotment of work to Job card holder 3. Unskilled manual work done by Job card holder 4. Attendance taken at the worksite 5. Process muster roll for payment of wages 6. Worksite is inspected and after Completion Certificate is given, Muster roll is passed for payment 7. Payment is given to worker through bank accounts 8. Geo-tagging of before and after of completed work	1. Voter's ID 2. Aadhar card 3. Bank pass book 4. Job Card 5. Muster roll 6. Attendance sheet	
2.	Providing housing assistance through Pradhan Mantri Awaas Yojana-Grameen	Pu Zoremthara Ralte, Dy. Secretary	-do-	1. Selection of beneficiaries based on auto-generated Priority list 2. Setting of Priority list 3. Verification of Appellate Committee 4. Registration of beneficiary in AwaasSoft 5. Geo-tagging of existing vacant site 6. Generating FTO for payment	1. Bank pass book 2. Voters ID	
3.	To stimulate local economic development, enhance basic services and create well planned Rurban clusters through Shyama Prasad Mukherji Rurban Mission (SPMRM)	Pu Zoremthara Ralte, Dy. Secretary	-do-	1. Conduct intensive baseline studies 2. Prepare Integrated Cluster Action Plan (ICAP) for each cluster 3. Identify components for the cluster 4. Prepare DPR in line with ICAP 5. Empowered Committee will appoint agencies for implementation of the projects.		

4.	To provide sustained income to the rural poor to enable them to cross the poverty line focusing on community mobilization by forming SHGs, capacity building, infrastructural facilities, subsidized credit linkage and market support through National Rural Livelihood Mission/ To provide skills to youth in rural poor by providing training through DDUGKY	Pi H.Lalchhandami,  CEO MzSRLM	Email : srlm.mizoram@gmail.com  Phone No. : 0389 - 2334622	<ol style="list-style-type: none"> <li>1. Conducting Gram Sabha/ PIP</li> <li>2. Formation of Self-Help Group (SHG)</li> <li>3. Training of SHG members</li> <li>4. Opening of SHG bank account</li> <li>5. Disbursement of start-up cost</li> <li>6. Grading of SHG after 3 months</li> <li>7. Disbursement of Revolving fund</li> <li>8. Formation of VO</li> <li>9. Disbursement of Start-up fund and Community Investment Fund (CIF) to VO</li> <li>10. Livelihood interventions for SHGs</li> <li>11. Selection of beneficiaries for training</li> <li>12. Identification of training institutes/signing of MoU</li> </ol>	<ol style="list-style-type: none"> <li>1. SHG Book of accounts</li> <li>2. SHG Meeting minutes</li> <li>3. Grading sheet of SHG</li> <li>4. VO Book of accounts</li> <li>5. SHG transaction sheet</li> <li>6. SHG intervention form</li> </ol>	
5.	Creating desirable assets of Publicity and Civic infrastructure which are genuinely needed by the society through schemes like BADP	<ol style="list-style-type: none"> <li>1. Pu Lalrinawma Khiangte, DD(G)</li> <li>2. Pu A.Chhalai, ERE</li> </ol>	<p>Email: <a href="mailto:dterdmiz@gmail.com">dterdmiz@gmail.com</a></p> <p>Phone no: 0389- 2345672</p> <p>Email: <a href="mailto:dterdmiz@gmail.com">dterdmiz@gmail.com</a></p> <p>Phone no: 0389- 2347815</p>	<ol style="list-style-type: none"> <li>1. Draft AAP/Proposal prepared by BDOs with District Level Committee and submitted to Directorate of R.D</li> <li>2. P&amp;E prepared by BDOs for approved works submitted to Directorate of R.D</li> <li>3. Directorate of RD submits AAP along with Non-Duplicacy Certificate to Administrative Department for processing &amp; Finalising of AAP by SLSC for each financial year for onward submission to Ministry of Home Affairs for final approval and allotment of fund.</li> <li>4. After approval from the Ministry of Home Affairs, State Government conveys Administrative Approval and Expenditure Sanction to Directorate of RD. The same is forthwith conveyed for execution of work by PIUs/BDOs (BADP Blocks)/Executive Engineer, Directorate of R.D</li> <li>5. Fund released to PIUs/BDO&amp;EE, Dte. of R.D are made in the form of PFMS.</li> <li>6. Plan &amp; Estimate prepared for obtaining Administrative approval and Expenditure sanctions.</li> <li>7. Fund released to BDOs of BADP operating R.D Blocks for implementation of works</li> </ol>	Plan & Estimate	



				8. Inspection/Supervision/Monitoring of works conducted by the Engineering Cell headed by EE. 9. Preparation of bills for executed works and payment.		
6	Providing of quality roofing to the rural households through Rural Housing Scheme	Pu Ramtharnghaka, DD(Admn)	Email: <a href="mailto:dterdmiz@gmail.com">dterdmiz@gmail.com</a> Phone no: 0389-2341260	1. Draft selection of Beneficiaries prepared by the concerned BDOs with Block Level Committee.		10% of the total cost of CGI sheets shall be paid by the beneficiaries credited into the head of account of the Government as below:  0515 - ORDP  00 - Other receipt  01 - Rural Department  00 - 00 -
7.	To restore ecological balance by harnessing, conserving and developing natural resources such as soil, vegetative covers and water, while at the same time, providing sustainable livelihood options to the people residing in the watershed area through Pradhan Mantri Khrishi Sinchayee Yojana 2.0	Pu Lalnuntluanga, PO	Email: <a href="mailto:slnamizoram@gmail.com">slnamizoram@gmail.com</a> Phone no: 0389-23245641	1. Preparation & Selection of Project 2. Selection and setting of priority list of PPR & DPR 3. Verification of Watershed Committee for every projects 4. File movement and distribution between SLNA & DWCDC/PIA 5. Monitoring & Evaluation report document of each projects. 6. Organising SLNA, DWCDC & PIA for Capacity building 7. Verification & registration for application software like MIS/PMS/PFMS/EDPR/Mobile application 8. Fund release & sanction distribution for each level within PMKSY-WC	1. Preparatory Report 2. Detail Project Report 3. Annual Action Plan 4. Monitoring report 5. Evaluation report 6. Application software 7. Achievement report.	

## CITIZEN'S CHARTER FOR DEPARTMENT OF RURAL DEVELOPMENT DEPARTMENT, 2022

### SERVICES DELIVERY STANDARD

Sl. No.	Services delivered by the department/office to citizens or other departments/organisation including non-governmental organisations	Stipulated time limit for delivery of service	Remarks, if any
1	Providing upto 100 days of wage employment in a financial year to every household whose unemployed adult members are willing to do unskilled manual labour under Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS)	Within 12 months	
2	Providing housing assistance through Pradhan Mantri Awaas Yojana- Grameen	6-month subject to availability of funds	
3	To stimulate local economic development, enhance basic services and create well planned Rurban clusters through Shyama Prasad Mukherji Rurban Mission (SPMRM)	6 – 18 months depending on project and subject to availability of funds	
4	To provide sustained income to the rural poor to enable them to cross the poverty line focusing on community mobilization by forming SHGs, capacity building, infrastructural facilities, subsidized credit linkage and market support through National Rural Livelihood Mission/ To provide skills to youth in rural poor by providing training through DDUGKY	1-12 months	
5	Creating desirable assets of Publicity and Civic infrastructure which are genuinely needed by the society through schemes like BADP	6-12 months depending on project and subject to availability of funds	
6	Providing of quality roofing to the rural households through Rural Housing Scheme	1-3 months	
7	To restore ecological balance by harnessing, conserving and developing natural resources such as soil, vegetative covers and water, while at the same time, providing sustainable livelihood options to the people residing in the watershed area through Pradhan Mantri Khrishi Sinchayee Yojana 2.0	1-3 months	

**CITIZEN CHARTER FOR DEPARTMENT OF RURAL  
DEVELOPMENT DEPARTMENT (2022)**

**GRIEVANCE REDRESS MECHANISM**

<b>Sl. No.</b>	<b>Name of responsible officer to handle public grievance in the department</b>	<b>Contact number</b>	<b>Email</b>	<b>Time limit for redress of grievance</b>
1	Zoremthara Ralte, Dy. Secy, Rural Development Department	0389 - 2336007	rdsectt1@gmail.com	2 weeks
2	Pu K. Lalhmuakliana, Jt. Director, Dte of Rural Development Department	0389 2341033	dterdmiz@gmail.com	2 weeks

## **CITIZEN CHARTER FOR DEPARTMENT OF RURAL DEVELOPMENT DEPARTMENT (2022)**

### **LIST OF STAKEHOLDERS/CLIENT**

<b>Sl. No</b>	<b>Stakeholders/Clients</b>
1.	All the District Rural Development Agencies
2.	All the Block Development Offices
3.	All the Project Implementing Agencies
4.	Self Help Groups and its individual members under MzSRLM.
5.	The Village Councils & Gram Sabhas.
6.	All Job Card Holders under MGNREGA.
7.	Non-Government Organisations.
8.	Watershed committees
9.	Village/Block/District Employment Council under MGNREGA.
10.	All beneficiaries under various schemes undertaken by Rural Development Department.
11.	The Rural population in general, particularly the poorer section.

## **CITIZEN CHARTER FOR DEPARTMENT OF RURAL DEVELOPMENT DEPARTMENT (2022)**

### **EXPECTATION OF THE DEPARTMENT /OFFICE FROM CITIZENS/SERVICE RECIPIENTS**

<b>Sl. No</b>	<b>Expectation of the department /office from citizens/service recipients</b>
1.	Adherence to the Guidelines of various scheme issued by the Government while availing services
2.	Submission of valid documents such as Aadhaar, EPIC, Ration Card, Bank Accounts while availing various services.
3.	Completion of work/project within the stipulated timeline
4.	VEC to conduct Gram Sabha regularly
5.	Job Card holder to attend Gram Sabha Regularly
6.	VEC to maintain Register Properly
7.	VEC to prepare Plan and Estimate & AAP for their villages
8.	Gram Sabha to select genuine and deserving citizens for beneficiaries of various scheme
9.	SHG & members – to utilize training in the most efficient way
10.	SHG & members – to utilize the machinery in the custom hiring centre with care and at optimum level
11.	PMAY-G beneficiaries to construct house as per Guidelines
12.	Beneficiaries of various scheme to utilize the assistance and funds and utility for the purpose for which sanctioned/provided

## BRIEF OUTLINES OF SCHEMES/PROGRAMMES IMPLEMENTED

### 1. Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS)

The objective of this Scheme is to provide upto 100 days of wage employment in a financial year to every household whose unemployed adult members are willing to do unskilled manual labour. The funding pattern of MGNREGS is 95.05:4.95 between the Centre and the State respectively. The entire cost of wages for unskilled manual workers is paid by the Central Government.

Key Stakeholders:

Key Stakeholders at different levels are-

At the Central level, Central Employment Guarantee Council (CEGC) under the chairmanship of the Minister of Rural Development, Ministry of Rural Development. This CEGC is responsible for advising the Central Govt. on all MGNREGA related matters.

At the State level, we have the State Employment Guarantee Council (SEGF) which is responsible for advising the State Government on the implementation of the schemes and evaluate and monitor it.

At the District level, we have the District Programme Coordinator and the District Programme Officer whose overall responsibility is ensuring that the scheme is implemented according to the Act.

At the Block level, we have Programme Officer whose chief responsibility is to ensure that anyone who applies for work gets employment within 15 days, apart from other responsibility that the scheme may entail.

At the Village level, the Village Employment Council (VEC) is the pivotal body for implementation of the scheme and is responsible for planning of works, receiving application for registration, issuing Job Cards etc.

Rights and Entitlements of workers:

1. Every household residing in any rural area can apply for a Job Card which contain names of all adult members of the household. Job card must be issued within 15 days from date of application. It must be updated regularly and must remain with the household at all times.
2. Every adult member of a registered household whose name appears in the Job Card is entitled to apply/register demand for unskilled manual work under the Scheme which will be provided within 15 days from the date for which work is demanded.

3. All workers have the right to participate in the Gram Sabha and decide on the works to be taken up and included in Shelf-of projects for their village.
4. As far as possible, the worker will be allocated to a worksite preferably within 5 km of his/her residence. If work is provided beyond 5 kms, the worker has a right to get travel allowance.
5. The worker is entitled to the following worksite facilities :- medical aid, drinking water and shade for children. If there are more than five children accompanying women at the worksite, one woman worker should be deputed to look after them. Entitlements in case of injuries, accidents and deaths are also stated in detail in Para 25-28 of the Schedule II of the Act.
6. The worker has the right to receive the notified wage rate for the specified region and to receive wages within 15 days after work has been completed. Wages are to be credited directly into the bank/post office accounts of workers and no cash payment of wages is allowed unless specifically allowed by the Government of India.
7. Social Audit of all expenditure of the Scheme at all levels is to be conducted by the Gram Sabha. The executing agency shall make available all relevant documents to the Gram Sabha for Social Audit.

#### Permissible and Non-permissible works

The Schedule –I of the MGNREG Act provides list of permissible and non-permissible works. The Act also mandates that 60% of works should be related to ‘..agriculture and allied activities through development of land,water and trees..’ The permissible works can be broadly categorised into four (4) parts:

Category A : Public works relating to Natural Resources Management (NRM)

Category B : Community assets or individual assets

Category C : Common infrastructure for NRLM compliant SHGs

Category D : Rural infrastructure

Works which are non-tangible, not measurable and repetitive in nature cannot be taken up under MGNREGS.

#### Wages

Unskilled wage was given Rs.91/- per day as per the Minimum Wages, 1948, and enhanced to Rs.103/- per day during 2009 and the rate was enhanced annually since then to meet the requirement of the people. The unskilled wage rate at present is Rs. 233/- per day.

#### Complaints and Redressal :

The Government of Mizoram formulated the ‘Mizoram Grievance Redressal Rules, 2009’ for dealing with any complaint by any person in respect of implementation of the Mizoram State Rural Employment Guarantee Scheme and laid down the procedure for disposal of such complaints. Important points are-

- (1) Complaint shall be filed at Village Council/Block Office/ District Office/State Cell Office to any authorized Officer.
- (2) Complaint Box shall be placed at the offices of the Programme Officer, Deputy District Programme Coordinator, and District Programme Coordinator wherein any aggrieved person can post his/her complaint in writing stating his/her grievances and furnishing his/her name and address in full. No anonymous complaint shall be entertained. Complaint Box shall be cleared at the first and last working hour daily for formal processing.
- (3) Complaints shall be filed in the prescribed format (Format-IV) with specific details and contact information of the complainant as far as possible if complaint is submitted orally, the receiver shall fill in the form in the presence of the complainant and issue Acknowledgement Receipt
- (4) The receipt and disposal of complaints/appeal shall be recorded in the Register.
- (5) The monitoring of disposal of the complaints shall be done every month at the next higher level from state government to District Programme Coordinator and District Programme Coordinator to Programme Officer and programme Officer to Village Employment Council.
- (6) The Complainants must also be informed of the action taken in writing through registered post with acknowledgement card. It shall contain a feedback for complainant to record his satisfaction or dissatisfaction. If no communication is received within a month of receipt of Action Taken Report, the file may be closed.

#### Appeals:

- (1) Appeals against the orders of the Village Council shall be made to the Programme Officer; those against the orders of the Programme Officer shall be made to the District Programme Coordinator; those against the District Programme Coordinator shall be made to the State Employment Guarantee Commissioner.
- (2) All Appeals shall be made within 45 days of the order issued.
- (3) All appeals shall be disposed off within one month.
- (4) The complainants feeling aggrieved over the decision can make appeal to the next higher authorities. However, the decision of the State Employment Guarantee Commissioner shall be final in respect of complaints/appeals on the implementation of MGNREGS within Mizoram.
- (4) The guilty shall be penalized to pay a fine up to `1000 under Section 25.

#### Ombudsman:

In keeping with the principles of transparency and accountability, the State Government established the office of Ombudsman for expeditious redressal of grievances regarding implementation of MGNREG Scheme. Some of its functions are:-

- (1) Receive complaints from MGNREGA workers and others on specified matters, consider such complaints and facilitate their disposal in accordance with law.



- (2) Issue direction for conducting spot investigation, lodge FIRs against the erring parties, initiate proceeding suo moto.

## 2. Pradhan Mantri Awaas Yojana –Grameen (PMAY-G)

The Pradhan Mantri Awaaz Yojana –Grameen (PMAY-G) was introduced with the view to boost the “Housing for All’ scheme. The central government came up with the vision to fulfil the ‘Housing for All’ scheme by the year 2022, which has been extended for another one year. It has been implemented by the Ministry of Rural Development from FY 2016-17.

The main aim of the PMAY-G scheme is to provide pucca house with some of the basic amenities. The scheme is meant for people who do not own a house, those who live in kutcha houses and those whose houses are severely damaged. At present, the minimum size of the house to be built under PMAY-G has been increased to 25 sq mt from 20 sq mt.

The following are the eligibility criteria which include specific deprivation scores and different priority lists:

- Houseless families
- Families with houses having zero, one or two rooms with kutcha wall and kutcha roof
- Households without literate adult above 25 years of age
- Households without an adult male member and with disabled member
- Landless households who derive income from casual labour
- Scheduled caste, Scheduled tribe, Others and minorities

PMAY-G is implemented in all the Districts and Blocks in the state. Implementation is undertaken in a phase-wise manner, i.e., Phases I & II. The quantum of financial assistance provided under this scheme is Rs. 1,3,000/- per unit.

## 3. National Rural Livelihoods Mission (NRLM):

The main objective of the National Rural Livelihoods Mission (NRLM) is to reduce poverty through building strong grassroot institutions of the poor. These institutions enable the poor households to access gainful self-employment and skilled wage employment opportunities, resulting in appreciable increase in their incomes, on a sustainable basis.

To implement the NRLM programme in Mizoram, the Govt. has formed a society called the **Mizoram State Rural Livelihood (MzSRLM)** having a registration No. MSR 385 of 18.08.2011. It has a Governing Body under the chairmanship of the Hon’ble Minister, Rural Development.

## Administrative setup of MzSRLM

The Mission is implemented through Project Directors as District Mission Directors in the Districts and Block Development Officers as Block Mission Directors at the Blocks, supported by Thematic Staff. The State Mission Management Team is headed by Secretary, Rural Development Department as State Mission Director supported by Chief Executive Officer and other Thematic Staff.

The Mission currently operates in eleven districts of Mizoram namely Serchhip, Kolasib, Mamit, Champhai, Lawngtlai, Siaha, Aizawl, Saitual, Khawzawl, Hnahthial and Lunglei district with four resource blocks and 22 intensive blocks.

### Schemes/Programmes implemented

There are different thematics under Mizoram State Rural Livelihoods Mission (MzSRLM) namely:

- **Institution Building & Capacity Building (IB/CB)** : Mobilization of women from poor households into Self-Help Groups(SHG), providing them with skills to manage their existing livelihoods and enhance their credit absorption capacity and credit worthiness.
- **Social Inclusion (SISD), Financial Inclusion (FI)**: Facilitation of poor households to access reliable financial institutions. Revolving Fund and Community Investment Fund (CIF) is given to those SHGs who practice ‘ Panchasutra’
- **Livelihoods Farm/ Non-Farm** : Focuses on stabilizing and promoting existing livelihood portfolio in farm and non-farm sector of the poor households through various interventions like improved livestock technology, promotion of need-based Producer’s Group (PG) and formal Producer’s Enterprise (PE), value addition etc.
- **Skills Development (DDUGKY)**: It is a flagship programme of Ministry of Rural Development (MoRD) which aims to provide skills to poor rural youth between the ages of 18-35 through training.
- Several sub-schemes implemented by the Mission are Mahila Kisan Sashaktikaran Pariyojana (MKSP), Start-up Village Entrepreneurship Programme (SVEP) and Aajeevika Grameen Express Yojana (AGEY).

#### 4. Pradhan Mantri Krishi Sinchai Yojana(Watershed Component) (PMKSY-WDC 2.0)

Pradhan Mantri Krishi Sinchai Yojana (Watershed Component), formerly known as Integrated Watershed Management Programme (IWMP) is implemented by Department of Land Resources (DoLR) under the Ministry of Rural Development (MoRD). The former PMKSY-WDC was closed in August 2020 and the new version of PMKSY-WDC 2.0 was launched in January 2021 by the DoLR.

The program aims to undertake ‘Land-based Development’ by restoring ecological balance through harnessing, conserving and developing natural resources such as soil, vegetative cover and water, while at the same time, providing sustainable livelihood options to the people residing in the watershed area. The expected outcomes are prevention of soil run off, regeneration of natural vegetation, rain water harvesting, recharging of the ground water table, multi-cropping and introduction of diverse agro-based activities which help to provide sustainable livelihoods to the people residing in the watershed area.

#### Administrative set-up of PMKSY in Mizoram

Pradhan Mantri Krishi Sinchai Yojna (Watershed Component) is implemented by the Rural Development Department in Mizoram under which the Mizoram Watershed Development Agency (MzWDA) is the State Level Nodal Agency (SLNA). The MzWDA is chaired by the Chief Secretary of Mizoram while the Secretary, Rural Development Department is the Member Secretary. At the state level, the Director, Rural Development Department is the Chief Executive Officer while the Joint Director, Rural Development Department is the Joint CEO. Along with the Junior Project Officer, they are backed by a supporting staff of 11 members.

At the district level, the District Watershed Cell cum Data Centre (DWCDC) is headed by the Project Manager who is also the Project Director, DRDA. He is backed by a supporting staff of three-five members depending upon the area covered by the projects in the district.

The Project Implementing Agency (PIA) reports to the Project Manager, DWCDC. The PIA may be an officer of the Rural Development Department, or of other line departments or a Voluntary Organisation (VO).

At the village level, the Watershed Development Team works under the PIA, with the Watershed Committee members, who are elected by the Gram Sabha under the supervision of the Village Council. The members consist of representatives of the Village Council, Self Help Groups, User Groups and NGOs present in the village.

#### 5. Border Area Development Programme (BADP)

This Programme is wholly funded by the Ministry of Home Affairs, Department of Border Management, Government of India. The main objective of BADP is to meet the special development needs of the people living in remote and inaccessible areas situated near the international border and to bridge the gaps in the physical and social infrastructure of such areas. The aim is to transform the border areas by ensuring multifaceted development and to saturate the border areas with the entire essential infrastructure through convergence of Schemes and participatory approach. This Programme is implemented in villages situated near the international border viz. Indo-Bangladesh border and Indo-Myanmar border. Currently, BADP operates in 15 border Rural Development Blocks.

## 7. Distribution of GCI roofs (Rural Housing Scheme)

Under this scheme, each selected household will be provided with 4(four) bundles of GCI sheets. This will help in providing of quality roofing to the rural households and also in harvesting rain water so that the daily living condition will be improved.

## 8. Shyama Prasad Mukherji Rurban Mission (SPMRM)

The Scheme seeks to stimulate local economic development, enhance basic services and create well planned Rurban Clusters. It seeks to develop cluster of villages while at the same time preserving and nurturing the essence of rural community life while focusing on equity and inclusiveness without compromising with the facilities perceived to be essentially urban in nature thus creating a cluster of 'Rurban Villages'. It aims to bridge the rural-urban divide in economic, technology and services. It also seeks to lay emphasis on reduction of poverty and unemployment in rural areas, spread overall development in the region and attract investment in rural areas.

In Mizoram there are currently four (4) Rurban Clusters – Aibawk Cluster (11 villages), Thingsulthliah Cluster(15 villages), East Lungdar Cluster (9 villages) and Khawzawl Cluster(13 villages).

## IMPORTANT TELEPHONE NUMBERS

### Administrative Department (Secretariat)

- 1) Secretary .....2322558
- 2) Joint Secretary.....2328739
- 3) Deputy Secretary.....2336007
- 4) Under Secretary ..... 2334449

### Directorate

- 1) EPABX .....2340765
- 2) FAX.....2340978
- 3) Director .....2341257
- 4) Joint Director .....2341033
- 5) Deputy Director (General) .....2345672
- 6) Deputy Director (Administration) .....2341260
- 7) Deputy Director (Accounts).....2341262
- 8) Veterinary Officer.....2306139
- 9) Executive Rural Engineer .....2347815
- 10) Assistant Director .....2341260
- 11) Assistant Director (CSS).....2305945
- 12) Project Officer.....2305948
- 13) Superintendent .....2305940

### SLMC & IAC /DRDA/SIRD&PR

1. Director, SIRD&PR.....221523(C.F)
2. Project Director, SLMC.....(03837) 221521 (0)& (F)

#### 3 DRDA Aizawl

- 1) Ethel Rothangpuii Project Director - ( 0398) 2335527 (0)/2335526 (F)  
9436142676
- 2) R.Laltanpuii ARDO - 9436144069
- 3) Lalhnehliana Sailo AE - 9862809928
- 4) F.Malsawmtluanga AO - 9862356776

#### 4 DRDA Serchhip

- 1) Malsawmtluanga Project Director - (03838) 222145 (0)/ 222141 (F)  
9862689749
- 2) David Zodingliana Colney AE - 9436142719
- 3) Stephen Lalthansanga Auhmun ARDO - 9436159317
- 4) Anne Lalhriatpuii RAO - 8415883382

#### 5 DRDA Champhai

- 1) B.Lalchhawntluanga Project Director - (03831) 234940 (0)/8794384889
- 2) AZ Beisia ARDO - 6909717452
- 3) Larry Lalbiaktluanga RAO - 8974439079

## 6 DRDA Mamit

- 1) HD Lalpekmawia Project Director - 2565442 (0)/ 2565392 (F)  
8974189546
- 2) Zosangliani Colney ARDO - 9436372415
- 3) H.Saizama AE - 8974843059
- 4) R.Lalrinpuia RAO - 9612163766

## 7 DRDA Kolasib

- 1) R.Lalnglakiana Project Director - (03837) 221203 (0) & (F)  
8974058271
- 2) Esther Lalhlimpuii ARDO - 9436380071
- 3) R.Lalrinawmi RAO - 8257897396
- 4) Johnny Zothanchama AE - 8732854353

## 8 DRDA Lunglei

- 1) M.Misael Project Director - (0372) 2324888 (0)/ 2325813(F)  
9862925772
- 2) Lalramliani ARDO - 9089346444

## 9 DRDA Lawngtlai

- 1) Marilyn Rualzakhumthangi Project Director - (03835) 233210 (0)/233003(F)
- 2) Malsawmthangi RAO - 9436148449

## 10 DRDA Siaha

- 1) Abraham Beirazi Khithie Project Director - (03835) 222104 (0)  
8974362454
- 2) Carolyn MS Bunghai APO(M) - 7005565669

## 11 DRDA Khawzawl

- 1) Lalvenhima Project Director - 9862361941
- 2) Esther Malsawmkimi Colney ARDO - 9856528891
- 3) Zahminga AE - 9862492141

## 12 DRDA Hnahthial

- 1) Saizikpuii Project Director - 7642819417
- 2) N.Aldrin AE - 8413866003
- 3) Rohnuni Colney ARDO - 8974773299

## 13 DRDA Saitual

- 1) Margaret Lalrinawmi Fanai Project Director - 9863704718
- 2) PC Lallawmkima RAO - 9862812561
- 3) Helen Zomuanthangi ARDO - 9436144914
- 4) Michael VL Zuithanga AE - 9436158354

## **Block Development Officers**

### **Aizawl District (03839)**

1. BDO, Tlangnuam .....2321497
2. BDO, Aibawk .....2578222
3. BDO, Thingsulthliah .....2370231
4. BDO, Darlawn .....2569310

### **Champhai District (03831)**

5. BDO, Champhai .....234160
6. BDO, Khawbung .....265091

### **Serchhip District (03838)**

7. BDO, E. Lungdar .....(03831)262326
8. BDO, Serchhip .....(03838) 222233

### **Kolasib District (03837)**

9. BDO, Thingdawl .....268753
10. BDO, Bilkhawthlir.....265184

### **Mamit District (0389)**

11. BDO, W. Phaileng .....2908070
12. BDO, Zawlnuam .....269122
13. BDO, Reiek .....2567219
14. BDO Kawrtethawveng .....

### **Lunglei District (0372)**

15. BDO, Lunglei .....2323478
16. BDO, Lungsen .....(03834) 261008
17. BDO, Bunglei .....2565155
18. BDO Tlabung .....

### **Lawngtlai District (03835)**

19. BDO, Lawngtlai .....232247
20. BDO Chawngte .....256328
21. BDO, Bunglei 'S' .....290503
22. BDO, Sangau .....(0372) 2553003

**Siaha District (03835)**

- 23. BDO, Siaha ..... 222918
- 24. BDO, Tipa .....280003

**Hnahthial District (0372)**

- 25. BDO Hnahthial .....2332010

**Khawzawl District (03831)**

- 26. BDO Khawzawl ..... 261068

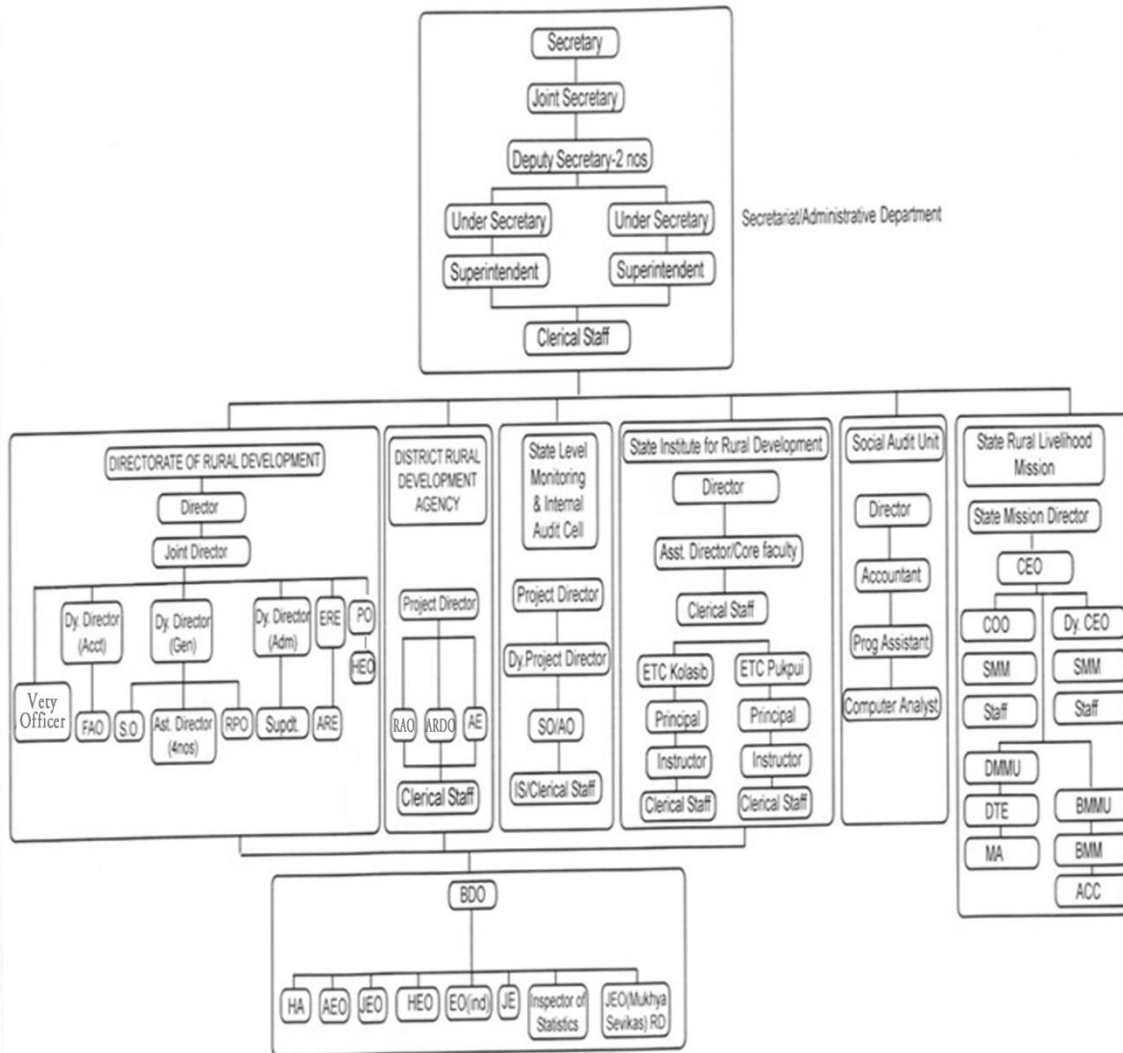
**Saitual District**

- 27. BDO Ngopa ..... (03830) 261415
- 28. BDO Phullen .....(03839) 2570275



# ORGANISATIONAL CHART OF RURAL DEVELOPMENT DEPARTMENT

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**MIZORAM  
ADMINISTRATIVE DIVISIONS 2011**

