

**GOVERNMENT OF ASSAM  
ADMINISTRATIVE REFORMS AND TRAINING DEPARTMENT  
DISPUR :: GUWAHATI**

**Orders by the Governor**

**Notification**

Dated Dispur the 8<sup>th</sup> October 2018

No. AR. 41/2013/Pt/250 : In partial modification of this Department's earlier Notification No. AR.41/2013/Pt/250 dated 25.06.2018, State Project Monitoring and Coordination Committee (SPMCC) is hereby re-constituted to co-ordinate with the different Departments and oversee the proper implementation of Assam Citizen Centric Service Delivery Project (ACCSDP) under the Assam Rural Infrastructure & Agricultural Services (ARIAS) Society :

<b>Sl. No.</b>	<b>Designation</b>	<b>Position in the SPMCC</b>
1.	Sr. Most Secretary to the Government of Assam Administrative Reforms and Training Department	Chairperson
2.	Sr. Most Secretary, Information and Technology Department or his nominee	Member
3.	Secretary, Revenue and DM Department	Member
4.	Secretary, WPT & BC Department	Member
5.	Secretary, Transport Department	Member
6.	Secretary, Urban Development Department	Member
7.	Secretary, Transformation and Development Department	Member
8.	Secretary, Finance Department	Member
9.	State Project Director, ARIAS Society	Member Secretary

Terms of reference of the SPMCC shall include the following :

1. To ensure effective coordination among the line departments / Commissionerates / agencies involved in ACCSDP
2. To monitor the progress of implementation of ACCSDP vis-a-vis the approved Annual Work Plan and the Procurement Plan approved by the World Bank and recommend appropriate course of action.
3. To resolve any reported implementation issues and recommend suitable mitigating measures and or/ refer to the appropriate authority (ies) as required
4. To monitor utilization of funds by different Accounting Centers of ACCSDP and timely submission of reimbursement claim /SOE/UC by them against the expenditures incurred.
5. To ensure support of the concerned stakeholder departments as & when required for implementation of the project activities

6. To monitor functioning of the Consultants/Service Providers engaged under ACCSDP
7. To resolve any reported issues relating to information dissemination to the project stakeholders
8. Any other tasks as deemed fit by the SPMCC in the interest of efficient and smooth execution of ACCSDP or entrusted by the GB/PGC/Government from time to time
9. The SPMCC should hold regular monthly meeting inter alia for pursuing the above and share the minutes of agreed actions along with action taken report/follow up action taken of earlier meetings and share with the Administrative Reforms and Training Department and all concerned stakeholder Departments. The Minutes shall clearly indicate the officials responsible for initiating action/follow up action on the decisions of SMPCC along with time-lines. This monthly meeting shall be conducted on the **10<sup>th</sup> of every month; if 10<sup>th</sup> happens to be holiday then the meeting shall be conducted on the next working day.**

**By order and on behalf of the Governor of Assam**

*Sdt*  
(Alok Kumar, IAS)  
Chief Secretary, Government of Assam

Memo No. AR. 41/2013/Pt/250-A

Dated Dispur the 8<sup>th</sup> October 2018

Copy to :

1. **Principal and Secretary to the Hon'ble Chief Minister, Assam, CM's Secretariat, Dispur**
2. All the Addl. Chief Secretary/ Principal Secretary/Commissioner and Secretary/Secretary to the Government of Assam

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Department

3. S.O. to the Chief Secretary, Assam for information and necessary action
4. P.P.S. to the Chief Minister, Assam, for information and necessary action
5. All the officers concerned
6. State Project Director, ARIAS Society, ACCSDP, Agriculture Department Complex, Khanapara, Guwahati-22

*R. B. ...*  
**Secretary to the Government of Assam**  
**Administrative Reforms and Training Department**  
*LR*