

# MANIPUR



# GAZETTE

EXTRAORDINARY  
PUBLISHED BY AUTHORITY

No. 510

Imphal, Tuesday, March 14, 2023

(Phalguna 23, 1944)

No. RDM-104/1/2021-RDM-RDM  
GOVERNMENT OF MANIPUR  
SECRETARIAT : RELIEF & DISASTER MANAGEMENT

**OFFICE MEMORANDUM**

Imphal, the 16<sup>th</sup> February, 2023

Subject: Constitution & Administration of State Disaster Mitigation Fund (SDMF)- State Appraisal & Monitoring Committee

Government of India has formulated the guideline for Constitution and Administration of State Disaster Mitigation Fund (SDMF) based on the recommendation of the 15<sup>th</sup> Finance Commission (2021-22 to 2025-26) vide No. 33-02/2020-NDM-I dated 14<sup>th</sup> January, 2022. Para 13 (i) the said guidelines prescribes for constitution of an Appraisal Committee for appraisal and processing of the proposals/projects under SDMF to the State Executive Committee (SEC) for consideration /Sanction.

2. In accordance to the aforesaid guidelines and as approved by Chairman, State Disaster Management Authority (SDMA), the following appraisal committee and monitoring unit for the State of Manipur is hereby constituted as follows:

**(a) Project Appraisal Committee (PAC)**

- |   |                   |
|---|-------------------|
| 1. Administrative Secretary (Relief & DM) | -Chairman         |
| 2. Administrative Secretary (Works)       | -Member           |
| 3. Administrative Secretary (WRD)         | -Member           |
| 4. Administrative Secretary (FD)          | -Member           |
| 5. Administrative Secretary (F&E)         | -Member           |
| 6. Administrative Secretary (PHED)        | -Member           |
| 7. Administrative Secretary (RD&PR)       | -Member           |
| 8. Director (R&DM)                        | -Member Secretary |

**(b) Technical Appraisal Committee (TAC)**

- |                                   |           |
|-----------------------------------|-----------|
| 1. Director (R&DM)                | -Chairman |
| 2. Director (MARSAC)              | -Member   |
| 3. Superintending Engineer (WRD)  | -Member   |
| 4. Superintending Engineer (PWD)  | -Member   |
| 5. Superintending Engineer (PHED) | -Member   |
| 6. Superintending Engineer (RED)  | -Member   |

**(c) Project Monitoring Unit (PMU)**

1. Addl. Secretary/Jt. Secretary (R&DM)
2. Director (R&DM)
3. Director (MARSAC)
4. Superintending Engineer (PWD)
5. Superintending Engineer (WRD)

6. Finance Officer (R&DM)
7. Officer not below the rank of EE for the implementing partner

#### **Roles & Responsibilities of the Project Appraisal Committee (PAC)**

1. To appraise the project from the administrative and financial point of view.
2. To examine the project based on the risk and their impacts and prioritize.
3. The PAC may examine that the projects follow government guidelines and instructions and to assist the SDMA on any administrative or financial matters, which may be referred to the PAC.
4. If the PAC does not recommend the proposal, the SDMA may refer it back to the Implementing Partner for necessary modifications.
5. Suggest appropriate Department /Agency to take up hazard specific mitigation projects.
6. Recommend the proposals/projects submitted by Departments/Districts /Agencies to SEC for approval/Rejection.

#### **Roles & Responsibilities of the Technical Appraisal Committee (TAC)**

1. The submitted DPRs will be appraised and reviewed by Technical Appraisal Committee (TAC) for all the technical, financial and social aspects of the project.
2. The TAC will review the proposal following a checklist, which will consist of the scope and scale of the project, eligibility of the Implementing Partners, appropriateness of mitigation measures, cost-effectiveness, expected results, implementation arrangements, community participation and social inclusion, and monitoring arrangements.
3. The TAC may ask for clarifications concerning the project, refer it back to the Implementing Partner for necessary revision.
4. Based on technical evaluation, the TAC may recommend it to the concerned authority/PAC. If the TAC is not satisfied with the project design, it may recommend that the project be not approved.
5. Once the DPR is recommended by the TAC, the SDMA may follow internal mechanisms to process the approval of the mitigation project. The technical review and recommendation of TAC is a requisite condition for the approval of the DPR.
6. After technical appraisal of the project by the TAC, the appraisal of the project from administrative and financial point of view will be done by the Project Appraisal Committee (PAC)
7. The process of review and approval through the TAC and the SEC/SDMA will be completed within two months of the submission of the DPR.

#### **Roles & Responsibilities of the Project Monitoring Unit (PMU)**

1. Overall monitoring and coordination of mitigation projects at state and district levels, and host decision support system for all the investments in mitigation;
  2. Monitoring of implementation of Mitigation Projects
  3. Monitor fund utilization and facilitate Disaster Management Authorities to manage the Mitigation Funds, raise additional resources, and suggest improvement in Mitigation Strategy.
  4. Facilitate Research and Development in the field of Disaster Mitigation.
3. This is issued with the Approval of the competent authority.

M.H. KHAN,  
Addl. Chief Secretary (R&DM),  
Government of Manipur.