

86507/2016

J-17060/84/2016 DDU-GKY
Government of India
Ministry of Rural Development
(Rural Skills Division)

New Delhi, Dated 25th November, 2016

OFFICE ORDER No. 12/2016

Subject: Team setup for implementation of Just-in-Time Budgetary release in DDU-GKY

In reference to OM No L-12059/2/2016-GC dated 19th August, 2016 (copy enclosed), mandating all schemes of DRD to develop a system of "Just in Time (JIT)" budgetary releases through extensive IT platform having certain features specified in action point 47b of Modified Departmental Action Plan.

2. In order to study the requirements of JIT budgetary releases, define the processes involved in its implementation and supervise the its execution, a team is being formed at Rural Skills Division, MoRD. Following officials are nominated to be part of this team:

- i. Sh. S B Tiwari, Under Secretary (Skills), MoRD
- ii. Ms. Rachna Paliwal, Mission Manager (Finance expert), MoRD
- iii. PFMS expert from ICT-PMU, DDU-GKY
- iv. IT and Domain Expert from MRIGS Team
- v. One Finance Expert from NIRD
- vi. One Finance Expert from NABCONS

3. Terms of Reference for Just-in-Time implementation team listing the activities to be performed along with timelines are also enclosed.


25/11/16

(Sanjay Kumar)

Under Secretary to the Government of India

Tel: 23743628

DDU-GKY

Terms of Reference: Just-in-Time implementation team

The team identified for driving the implementation of Just-in-Time budgetary releases in DDU-GKY would be responsible for conducting following activities/ tasks.

Sr. No	Activity/ Task
1	Inception meeting of JIT Team
2	Study of existing budgetary release and payment processes of DDU-GKY
3	Study and benchmarking of schemes having JIT implementation such as MGNREGS
4	Documentation of As-Is release and payment processes including business rules and conditions for each type release/ payment in DDU-GKY
	Submit Deliverable no. 1 – As-Is report (within 15 days after inception meeting of JIT team)
5	Analysis and design of Approach for JIT implementation in DDU-GKY including all the stages– Central share of fund, State share of fund, release of fund to PIA from state or Center/CTSA, and payment to beneficiaries and vendors etc.
6	Identifying stakeholder challenges in JIT implementation across stages
7	Identify all changes in various documents/ policies/ systems for JIT implementation such as – DDU-GKY Guidelines, SOP, IT Systems etc.
8	Identify all required administrative approvals before implementing JIT
9	Preparing strategy and Implementation plan including phasing across stages
	Submit Deliverable no. 2 - To-Be report (within 30 days after submission of As-Is report)
10	Prepare any other required deliverables/ reports
11	Presentation to all stake holders
12	Get appropriate approvals for implementation of the recommended approach and plan
13	Supervise implementation of the approved plan
14	Coordinate with all stakeholders including states, CTSA, CGA/PFMS teams, IT system (e.g. MRIGS) vendor etc. during study and implementation phases
	Launch of Just-in-Time payment for DDU-GKY* (within 90 days after submission of To-Be report)

** Changes in external IT Systems in use at DDU-GKY such as PFMS and MRIGS is dependent on the support from respective development teams which may impact the timelines for implementation accordingly.*