


TRIPURA TRIBAL AREAS AUTONOMOUS DISTRICT COUNCIL  
OFFICE OF THE CHIEF EXECUTIVE OFFICER  
KHUMULWNG: TRIPURA (WEST).

No.F.3(182)/ADC/FIN/PLC/2016-17/ 49746-82 Dated, Khumulwng, the 12/01/2017.

**MEMORANDUM**

**Guideline for utilization of "Special Central Assistance" (NITI Aayog Fund)**

1. Separate Savings Bank Account should be maintained by the Implementing Officer who entrusted with the projects/works implementation by utilizing the funds (Special Central Assistance).
2. Interest accrued on the deposits shall be treated as additional resources and would be utilized for implementation of new projects as proposed by the District Council level committee and approved by the State Level Committee. So all implementing agencies should remit their interest money of NITI Aayog fund to the Executive Officer (Finance) TTAADC.
3. In order to ensure expected level of quality, works undertaken should regularly inspected by a team of officer as decided by the District Council level committee.
4. Monitoring of the project implementation, scrutiny of expenditure and other related modalities would be carried out by the District Council Committee and reviewed by the State Level Committee on a quarterly basis. The status on the project implementation as observed in the quarterly review should be reported to TTAADC for onward submission to NITI AAYOG.
5. The implementation Agencies should submit photographs of each works in 3(three) level before starting of works, middle stage of works and after completion of works along with physical and Financial report to the Chief Executive Officer, TTAADC in time for onwards transmission to State Government as well as NITI Aayog, Govt. of India.
6. The works undertaken with the fund of NITI Aayog to be audited by the Comptroller and Auditor of India. So all Implementing Agencies should kept their records like voucher, measurement book, bill Register, Cash book, cheque issue Register etc. for producing before Audit agency.
7. The Implementing Agencies should maintain Asset Register including fixing of 3(three) nos. Colour photographs of each works before starting, middle stage of work and after completion of work adding geographical information in the form of metadata include distance and place name etc.
8. Each work/Project implemented by Utilization of fund under NITI AAYOG shall have to be gtagged.

  
Chief Executive Officer  
TTAADC, Khumulwng.

**Copy to:-**

1. The Chairmen-Cum-Managing Director (CMD), TSECL, Bidyot Bhawan , Bhuturia Agartala for kind information.
2. The Chief Engineer, DWS, Govt. Of Tripura, Gurkhabasti, Agartala for kind information.
3. The Chief Engineer PWD, TTAADC, Khumulwng for kind information.
4. The Chief Engineer( WR), Irrigation Govt. Of Tripura, Agartala for kind information.
5. The Executive Officers, Finance, TTAADC , Khumulwng.
6. The Executive Engineer, PWD (West, Khumulwng/Khowai, Ampura/ South, B.C.Manu/ North, Machmara/Dhalai, Shikaribari Ambassa), TTAADC.
7. All ZDOs , TTAADC for kind information.

**Copy also forwarded to:-**

1. The PS to the Hon'ble Chief Executive Member, TTAADC for kind information to the CEM.
2. The PS to the Executive Members ( ), TTAADC for kind information to the EM(S).
3. The PS to the Chief Executive Officer, TTAADC for kind information to the CEO.
4. The PS to the Director, Tribal Welfare Department, Govt. Of Tripura, Agartala for kind information.
5. The PS to the Addl. Chief Executive Officer, TTAADC for kind information to the Addl. CEO.

  
Chief Executive Officer  
TTAADC, Khumulwng.