

Minutes of the 2nd Meeting of the Executive Committee on Direct Cash Transfers held in PMO on 4.12.2012.

The list of the participants is annexed.

2. The Executive Committee discussed in detail the core objective of how Direct Cash Transfers of benefits in the identified 34 schemes in the selected 43 districts (excluding, till the end of the election process, 8 districts in HP and Gujarat), will be implemented as per the timelines finalized by the National Committee on Direct Cash Transfers in its meeting on 26 November 2012.

3. At the outset, it was reiterated that the Ministries have to ensure that:

- i. Digitization of the data regarding scheme-wise beneficiaries both at the Centre and the State levels is completed at the earliest.
- ii. The digitization has to be in a standardized format.
- iii. All preparatory steps for *Aadhaar* seeding in this digitized data base of beneficiaries is worked out and detailed roadmap for commencing in the identified districts is carried out.
- iv. Current procedures are examined and reviewed to streamline and simplify processes that involve multiple levels of transactions from the Centre to States and from States to sub-state bodies including societies/ agencies. This work should be rigorously done at the level of Implementation Committees constituted in each Ministry, in consultation with States, to ensure trouble free and smooth operation.
- v. UIDAI must ensure that enrolment of more than 80% of the targeted beneficiaries of the identified schemes is quickly attained.
- vi. The Technology Committee shall undertake to engage with CGA to work out an end to end process flow for integration of Central Plan Scheme Monitoring System (CPSMS) and the Aadhaar Payment Bridge (APB).
- vii. The Financial Inclusion Committee shall finalise mechanisms such that bank accounts of targeted beneficiaries are not only opened but are also seeded with Aadhaar numbers.

4. After a detailed discussion on the preparedness of each Ministry for rolling out Direct Cash Transfers for the identified 34 schemes in the selected districts (excluding, districts in HP and Gujarat upto the date 20.12.12), the following decisions were taken:

- i. A **one-day meeting of the Collectors of the concerned districts** (excluding Gujarat and Himachal Pradesh) will be held between 10-15 December 2012. Planning Commission will immediately finalise the dates for the meeting and communicate it to all concerned.
- ii. **Planning Commission will organize a video conference** with Chief Secretaries/Finance Secretaries of the participating States to assess preparedness for commencing the rollout. All Members of the Executive Committee will be

informed and would be encouraged to participate personally in the video conference.

- iii. **At the field level, for Ministries implementing schemes, firming up and digitising databases, completing enrolment for Aadhaar by all beneficiaries, ensuring bank accounts for all beneficiaries, ensuring that Aadhaar numbers are entered into bank account databases and beneficiary databases will be the primary activity in the coming few weeks.** This has to be addressed on a war footing. The best approach may be a Camp approach. Collectors will need to be given clear instructions on how to do this when they come for the meeting next week. **Planning Commission will coordinate the necessary preparations for this.**
- iv. **Standardised formats for the basic data to be collected for entry of Aadhaar numbers and Bank account details will be finalised by D/o Financial Services,** in consultation with UIDAI, Banks and implementing Ministries and sent to Planning Commission for circulation to all concerned. This format will contain the minimum essential data that will be needed for effecting Aadhaar-enabled Direct Cash Transfers. Departments may have additional fields to meet the requirements of their schemes.
- v. **For Centrally Sponsored Schemes, Ministries will continue to transfer funds through states** as at present. For Central Sector schemes, the Direct Cash Transfers will be directly to beneficiary from GoI Ministries.
- vi. **D/o Expenditure will work out, in consultation with DoFS, UIDAI, Planning Commission and other implementing Ministries, the process for fund flows and any changes that need to be made to current instructions on Utilisation Certificates,** etc. so that all these meet government accounting and reporting requirements.
- vii. For schemes where the **beneficiary is a minor, there would be a joint bank account, preferably with the mother.** The Aadhaar of the child would be used by the scheme for beneficiary identification purposes. The mother's Aadhaar would be needed for operating the bank account. Ministries would issue guidelines on these lines for their schemes. DoFS will issue necessary instructions in this regard to banks.
- viii. Secretaries of implementing Ministries may consider visits **to a neighbouring district to familiarise themselves with ground realities** and the processes that will be needed for rollout to be effective.

- ix. **Banks would also be authorised to be Registrars for Aadhaar numbers** and will be enabled to enroll beneficiaries for Aadhaar at the locations where camps are to be held and otherwise as well.
- x. Matters relating to **schemes of the M/o Rural Development** will be addressed in a separate meeting.
- xi. **DIT will communicate the names of their Core Group** to all departments and will also allocate specific Ministries to each Core Group member.
- xii. The **Technology Committee will look into all matters relating to standards for all technical equipment** that are required needed to rollout Direct Cash Transfers and issue necessary guidelines on this.
- xiii. D/o Financial Services, UIDAI, and individual Ministries will have to **ensure availability of hardware** for enabling Direct Cash Transfers.
- xiv. **D/o Financial Services will look into the issue of Service Charges** by banks on individual transactions, limits on balances in no-frills accounts, definition of inoperative account and other related matters impacting Direct Cash Transfers.
- xv. All implementing **Ministries will launch publicity/ information/ instruction campaigns** in the 43 districts immediately and in the 8 districts of Himachal Pradesh and Gujarat after 20.12.12.

The meeting ended with a Vote of Thanks to the chair.

List of participants

2nd Meeting of Executive Committee for Direct Cash Transfer on 4.12.2012 at 12.00 Noon

1. Shri Ajit Seth, Cabinet Secretary.
2. Smt. Sindhushree Khullar, Secretary, Planning Commission.
3. Shri Ashok Thakur, Secretary, Department of Higher Education.
4. Shri Mrutyunjay Sarangi, Secretary, M/o Labour & Employment.
5. Shri G.C. Chaturvedi, Secretary, M/o Petroleum & Natural Gas.
6. Shri D.K. Mittal, Secretary, D/o Financial Services.
7. Smt. Manjula Prashar, Secretary, D/o Posts.
8. Shri Sutanu Behuria, Secretary, M/o Minority Affairs.
9. Smt. Vibha Puri Das, Secretary, M/o Tribal Affairs.
10. Shri P.K. Pradhan, Secretary, D/o Health & Family Welfare.
11. Shri Prem Narain, Secretary, M/o Women & Child Development.
12. Shri J. Satyanarayana, Secretary, D/o Electronics & IT.
13. Shri Sudhir Kumar, Secretary, D/o Food & Public Distribution.
14. Shri Sudhir Mittal, Secretary, D/o Fertilizers.
15. Shri Rajarshi Bhattacharya, Secretary, D/o School Education.
16. Shri Anil Goswami, Secretary, Social Justice & Empowerment.
17. Shri R.S. Sharma, DG, UIDAI.

From PMO

18. Shri Pulok Chatterji, Pr. Secretary to PM.
19. Shri Shatrughna Singh, JS to PM.
20. Shri B.V. R. Subramanyam, JS to PM.
21. Smt. Anu Garg, JS to PM.
22. Shri Sanjay Lohiya, Director, PMO.

From Planning Commission

23. Smt. Nidhi Khare, Adviser, Planning Commission.

Others

24. Dr. B.K. Gairola, MD, DietY.
25. Shri Y.K. Sharma, DG, NIC.
26. Shri Alok K. Verma, Dy. CGA, MoF.
27. Shri Subodh Mathur, Jt. CGA, MoF.
28. Shri Umesh Kumar, JS, D/o Financial Services.
29. Dr. Saurabh Garg, JS, D/o Expenditure.
30. Shri D.K. Jain, JS, MoRD.
31. Shri Rajesh Bhushan, JS, MoRD.
32. Shri Sandeep Kumar, Director, DFS.
33. Shri Rajesh Bansal, ADG, UIDAI.