

## **Press Note**

Applications are invited for the post of Ombudsman under MGNREGA South Andaman District to establish a system for redressal of grievances and disposal of complaints relating to implementation of the MGNREGA under the District.

**Name of Post: - Ombudsman**

**No of Post: - 1**

Candidates who applied against previous publication need to apply with fresh applications.

### **Eligibility / Criteria**

1. The candidate should have twenty years of experience in public administration, law, academics, social work or management.
2. Age limit; below 65 years.
3. Candidates applied against previous advertisement for the said post need to apply with fresh application.

### **Terms and Conditions:-**

1. No persons who are a member of political party shall be considered for appointment as Ombudsman.
2. The Persons selected as Ombudsman must be physically active and capable of conducting field tours, inspection and visits to remote locations in the district.
3. The Ombudsman shall be appointment for tenure of 2 years extendable by one year based on performance appraisal or till the incumbent attains the age of 65 years whichever is earlier.
4. On unsatisfactory performance, the Ombudsman may be removed by the state government on the recommendation of the selection committee.

### **Remuneration:-**

The Ombudsman shall be allowed compensation of ₹ 500/- per sitting.

**Last Date of Receipt of application:** - 13<sup>th</sup> April 2011 by 4 pm in the office of the District Programme Coordinator, MGNREGA, South Andaman District.

### **Job Description:-**

1. Receive complaints from MGNREGA workers and other on nay matters such as :
  - a) Any person who has grievances against the MGNREGA Authority may himself or through his authorized representative make a complaint against the MGNREGA authority in writing to the Ombudsman or to any MGNREGA authority superior to the authority compliant against.
  - b) Consider such complaints and facilitate their disposal in accordance with law.
2. To be responsible for the conduct of business in his office.
3. To maintain confidentiality of any information or document coming into his knowledge or possession in the course of discharging his duties and not disclose such information or document to any person expected with the consent of the person furnishing such information or document to any person expect with the consent of the person furnishing information such information or documents; provided that nothing in this clause

shall prevent the Ombudsman from disclosing information or documents furnished by a party in a complaint to the other party or parties to the extent considered by him to be reasonable required to comply with principles of natural justice and fair play in the proceedings.

4. To send monthly reports to the Chief Secretary and Secretary, State Nodal Department recommending appropriate action. The report shall specially highlight cases where action needs to be taken against erring MGNREGA functionaries for their failure to redress the grievance. The report will be accompanied with primary evidence needed to initiate action against the delinquent persons.
5. To furnish a report every year containing a general review of activities of the office of the Ombudsman during the preceding financial year to the Chief Secretary and the Secretary, State Nodal Department along with such other information as may be considered necessary by him In the annual report. The Ombudsman, on the basis of grievances handled by him will review the quality of the working of the MGNREGA authorities and make recommendations to improve implementation of MGNREGA. The report shall be put on the MGNREGA website.
6. To compile a list of ' awards' passed by it between April and March of each financial year in respect of every MGNREGA Authority complained against and report it to the Chief Secretary of the State and the State Nodal Department. Text of award shall also be put on the MGNREGA website.

#### **Disposal of Complaints**

1. On receipt of the complaint, Ombudsman may refer the complaint to the appropriated MGNREGA Authorities for disposal within 7days. In the vent of failure of the MGNREGA Authority to dispose the complaint, the matter may be taken up by the Ombudsman for disposal.
2. The Ombudsman shall cause a notice of the receipt of any complaint along with a copy of the complaint to sent to the MGNREGA Authority complained against.
3. All cases not involving complicated questions of fact or law shall be disposed within 15days. Other cases may be disposed within 45 days.
4. When facts of the case are admitted by the parties, the Ombudsman shall dispose the case in accordance with law.

The application should submit a written application address to District Programme Coordinator, MGNREGA (Deputy Commissioner South Andaman District) with personal bio data with supporting documents such as an attested passport size colour photograph experience certificates etc.

**(Rajeev Singh)**  
**Additional DPC, MG NREGA**  
**South Andaman District**