

OFFICE OF THE COMMISSIONER, PANCHAYAT & RURAL DEVELOPMENT, ASSAM
PANJABARI, JURIPAR, GUWAHATI – 781037

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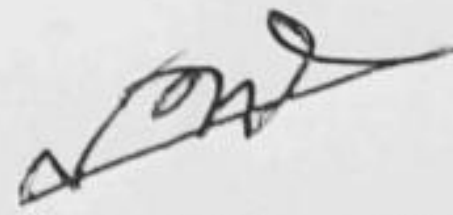
The Govt. of Assam, Panchayat & Rural Development is mandated to promote livelihoods amongst disadvantaged communities across the state to reduce the rural poverty. Commissioner, Panchayat & Rural Development has been entrusted implementation of various projects/schemes for poverty eradication in the State. Government of Assam has decided capacitating the SAU for conducting the Social Audit of other Rural Development Schemes as well. Commissioner, Panchayat & Rural Development is in process of recruitment of Social Auditors for District Social Audit Units. Details of the position are as follows:

S. No	Name of the Positions	Unit	No. of Position
1	District Resource Person (DRP)	District	11

1. Please visit www.pnrhcms.org for detailed advertisement including Job Profiles, eligibility criteria, pay package and other conditions for positions mentioned above.
2. The opening of positions published is as per programmes requirements. Number of positions may be increased or decreased as per programme requirement and approval.
3. The department reserves the right to cancel any or all position at any stage of the recruitment process.
4. At any stage of recruitment, it is found that candidate does not fulfil the eligibility criteria and / or that he / she has furnished incorrect / false information's / certificates / documents or has suppressed any material fact (s), his / her candidature/ appointment will stand cancelled and necessary legal action will be initiated.
5. The decision of the Selection Committee in any matter relating to the recruitment at any stage of the recruitment process will be final and binding upon the candidates.
6. Initially this engagement will be for 10 months. Based on performance and requirement of the mission, contract may further be extended.
7. District level positions are transferable and may be posted anywhere in the State as per requirement. The department may create waitlist of suitable candidates, which would remain valid for three (3) months from the date of result declaration.

HOW TO APPLY

1. Application to be submitted online only at www.pnrhcms.org . Scanned documents to be uploaded with online application.
2. Candidates willing to apply for more than one post shall have to submit separate application for each post.
3. The short-listed candidates have to appear for an interview and / or written test for which no TA/DA shall be paid.
4. Last date of submission of application is 15 days from the date of publication of the advertisement.


 (Shri. Nazrul Islam, IAS)
 Commissioner,
 Panchayat & Rural Development, Assam

Panchayat and Rural Development Department, Assam

Detailed Job Profiles & Eligibility Criteria for the position of District Resource Person (DRP)

1. Social Audit

Social Audit refers to the process by which citizens access relevant information from the Government, and disclose them to the public. This is done by comparing official records with actual ground realities with the participation of the community in the verification exercise and reading out the findings of the verification exercise aloud in a public platform. The social audit process goes beyond accounting for the money that has been spent to examine whether the money was spent properly and has made a difference to people's lives. A social audit is directly linked to fundamental rights like the right to access to information and the right to public participation. A Social audit is an ongoing process through which beneficiaries, elected representatives and the general public are involved at every stage of the implementation, planning, implementation, monitoring and evaluation.

The Social Audit Unit Shall be responsible for building capacities of Gram Sabha for conducting Social audit by identifying, training and deploying suitable resource persons at Village, Block, District and State level drawing from primary stakeholders and other civil society organisations having knowledge and experience of working for the rights of the people. Assam Society for Social Audit will create awareness amongst the community about their rights and entitlements under the constitution of India in general and will facilitate verification of records with primary stakeholders and work sites. The Society will ensure that MGNREGA and other rights and entitlement based programmes are designed and implemented in a manner that is most suitable to the local conditions and reflects the priorities and preferences of the people affected by the said Act.

2. Objectives of a Social Audit.

- A) Promote transparency and accountability in the implementation.
- B) Inform and educate people about their rights
- C) Provide a platform for people to express their needs and grievances
- D) Promote people's participation in all stages of the implementation
- E) Strengthen participation in Gram Sabha, make it an inclusive and participatory institution and make it a platform for positive collective action.
- F) Improve the capacity of people who participate in the social audit
- G) Strengthen the scheme by deterring corruption and improving implementation.

Terms of Reference for the positions of DRP

P&RD Department is in the process of recruitment of Social Auditors for District Social Audit Units. Detailed ToRs for the offered position are as follows:

Name of Position - District Resource Person (DRP)

Number of Post – 11

Reporting to – Director, Social Audit Unit

Statement of Objectives - District Resource Person (DRP) will be recruited on contractual basis to provide the required management and facilitation support for all activities related Social Audit in the State and concerned districts, and will work under the overall guidance of the Director, Social Audit.

Detailed Scope of work –

Specific task of the District Resource Person – Social Audit will, inter alia, include the following:

- a. Responsible for identification and training of Block Resource Persons and facilitators to help in carrying out Social Audits in the respective block.
- b. Responsible for collecting all the information from the block office, and cross checking that the information is complete. Will report any delay or shortcomings in providing information immediately.
- c. Should ensure that wall painting as mandated in the operational guidelines are complete and updated in the GPs that they operate in will be responsible for Coordinating the team assigned to him / her and conduct a free and fair social audit process at the village / Block level.
- d. Responsible for the coordination of the team assigned to him / her and conducting a free and fair social audit process in the districts as stipulated.
- e. Responsible for ensuring that Social Audit report is written and all related photographs, videos, evidences and testimonies are collected from the stakeholder by due process during social audit within stipulated time.
- f. Responsible for presenting the report in the Social Audit Gram Sabah's, Public Hearings and other forums without diluting the facts as stated and communicated by the labourers and other stakeholders.
- g. Responsible for the final submission of the social audit report and the verdicts of public hearings as per the format decided.
- h. Facilitate to follow up actions and submit the follow up report with proper testimonies against the "Action Taken Reports" submitted by the district administration.
- i. Upload the report and the photographs on the public domain in due time and process.
- j. Other assigned work from the Director, Social Audit.

Qualification and Experience –

- a. Essential: Post Graduation in Social Work (MSW)/ Rural Development.
- b. Preference will be given to those who have minimum three (3) years of Post Qualification work experience on social audits and rights of the poor.
- c. The District Resource Person should have prior experience of working with any reputed Civil Society Organizations working in Assam.
- d. Should have prior knowledge in the conduct of social audits and its related processes.
- e. Should be pro participatory, pro poor and sensitive towards the issue of equity and justice.
- f. Should have required Team Management and Coordination skills and attitude.
- g. The work of DRP will involve extensive travels to rural areas of Assam, overnight stay in the villages, fight for the rights of the poor. S/he should be willing to stay in the rural areas and face bravely the challenges that might come in the process of ensuring justice to the poor. The Jurisdiction of DRPs is transferable to any districts of Assam.
- h. Must have the ability to speak any of the local languages viz. Assamese/Bengali/Bodo.
- i. To furnish character certificates from two eminent persons including Govt. Officials.

Remuneration – Gross monthly fixed remuneration of Rs. 30,000/- depending on the verified relevant experience produced at the time of recruitment process.

(Shri. Nazrul Islam, IAS)
Commissioner,
Panchayat & Rural Development, Assam