



**Mahatma Gandhi National Rural Employment Guarantee Scheme**  
5<sup>th</sup> floor Swaraj Bhavan, Nanthancode , Kowadiar P.O.  
Thiruvananthapuram-03, Kerala  
Phone : 0471-2313385, 0471-2314385, 1800 425 1004 (Helpline)  
Fax: 0471-2312385 Email: [mgnregakerala@gmail.com](mailto:mgnregakerala@gmail.com)

No. 2069/B/209/MGNREGS

Dated:18 /09/2019

16011  
19/9/19

Mahatma Gandhi NREGA Kerala

**NOTIFICATION**

**Selection of Ombudsperson at District Level**

In exercise of the powers conferred under Sec 27 Schedule I of the Mahatma Gandhi National Rural Employment Guarantee Act, the Central Government directed the State Government to set up the office of the Ombudsperson at the district level as part of strengthening the existing administrative machinery for the disposal of grievances with regard to the implementation of Mahatma Gandhi National Rural Employment Guarantee Act. As per section 30, Schedule I of the Mahatma Gandhi National Rural Employment Guarantee Act States are mandated to appoint an Ombudsperson for each district for receiving grievances, enquiring into and passing awards as per guidelines issued.

Mahatma Gandhi NREGS State Mission invites applications to the post of Ombudspersons (one vacancy in each district). The eligibility criteria, terms of employment and other details are given below:

**Eligibility conditions for application:**

1. The application for the post of Ombudsperson (in prescribed format annexed here) is invited at the district level. Application shall be furnished in the same format with all supporting documents as required therein. Applicants should inform their choice of preferred districts (Maximum 3 numbers).
2. The selection committee constituted by State for the purpose shall prepare the district wise panel of suitable persons for consideration for appointment as Ombudspersons which shall be valid for two years, extendable not more than twice by one year each, subject to decision of Government.
3. In the selection of Ombudsperson, preference will be given to a person resident of the same or neighbouring district.

4. Candidates shall be with eminent standing and impeccable integrity with atleast 10 years of experience as on 31.08.2019 in public administration, law, academics, social work or management as per documents furnished along with the application.
5. Experience in working with people or community organization shall be a mandatory qualification.
6. No person who is a member of a recognized political party or a banned organization shall be considered for appointment as Ombudsperson. Each person shall be required to file a separate declaration to this effect along with the application.
7. The persons selected as Ombudsperson must be physically active and capable of conducting field tours, inspections and visits to remote rural locations in the districts.
8. Age should not be above 66 years as on 31.08.2019.

### **Tenure**

The Ombudsperson shall be appointed for two years extendable not more than twice by one year each based on a performance appraisal process or till the incumbent attains the age of 68 years whichever is earlier. There shall be no reappointment thereafter.

### **Remuneration**

1. The Ombudsperson shall be allowed compensation, in the form of a fee of Rs.1000/- (One thousand) per sitting with an upper limit of Rs. 20,000/- (twenty thousand) per month.
2. Ombudsperson will be eligible for TA/DA permissible for class I officers in the State Service for the journey within the district and attending meetings organized by Government/Mahatma Gandhi NREGA State Mission.
3. Vehicle hire charges up to Rs. 15000/- as monthly ceiling.

### **Powers and Responsibilities of Ombudsperson (in brief)**

The Ombudsperson shall have power to:

1. Receive complaints from Mahatma Gandhi NREGA workers and others on matters related with execution of Mahatma Gandhi NREG Scheme either at office or in the field during a field inspection and consider such complaints and pass award within 30 days from the date of receipt of complaint.
2. Issue directions for conducting spot investigation.

3. Initiate proceedings suo motu in the event of any circumstances arising within his jurisdiction that may cause any grievance including on issues related to delayed payment of wages or non-payment of unemployment allowance as recorded in the MIS.
4. Direct redressal, disciplinary and corrective actions.
5. Report his/her awards to the District Programme Coordinator and Principal Secretary of nodal Department.

**The Ombudsperson shall be responsible for :**

1. Ensuring proper processing of complaints and grievances made or reported to him/her.
2. Maintaining confidentiality of any information or document coming into his/her knowledge or possession in the course of discharging his/her duties and not disclose such information or document to the extent considered by him to be reasonably required to comply with the principles of natural justice and fair play in the proceedings.
3. Sending a quarterly report 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 grievances. The report will be accompanied by primary evidence needed to initiate action against the delinquent persons.
4. Furnishing a report every year, containing a general review of activities of the office of the Ombudsperson 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/her. In the annual report, the Ombudsperson, on the basis of grievance handled by him/her, will review the quality of the working of the Mahatma Gandhi NREGA authorities and make recommendations to improve Implementation of Mahatma Gandhi NREGA. The report shall be displayed on the Mahatma Gandhi NREGA website.
5. Compiling a list of 'awards' of Ombudsperson between April and March of each financial year in respect of every Mahatma Gandhi NREGA Authority complained against and report it to the Chief Secretary of the State and the

State Nodal Department. Text of awards shall also be displayed on the Mahatma Gandhi NREGA website by the State Nodal Department.

**The application shall be sent by post (in the prescribed format along with copy of necessary documents) to the Mission Director, Mahatma Gandhi NREGA State Mission, 5<sup>th</sup> floor, Swaraj Bhavan, Nanthancode, Kowdiar P.O, Thiruvananthapuram-03. The last date for receiving application is 10.10.2019, 5 PM.**

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Fax: 0471 - 2312385 Email: [mgnrega.kerala@gov.in](mailto:mgnrega.kerala@gov.in)

  
Mission Director

Mahatma Gandhi NREGA Keala  
Application for the Post of Ombudsperson

**1. Personal Information**

- 1.1 Name :
- 1.2 Age (as on 31.08.2019) (attach copy of birth certificate/authentic document showing Date of Birth):
- 1.3 Address for correspondence:
- 1.4 Permanent address (attach proof of residence):
- 1.5 Are you medically (physically & mentally) fit to conduct field visits? (attach a medical fitness certificate)
- 1.6 Whether a member of any political party? (attach a personal affidavit certified by a notary public):
- 1.7 Whether convicted/chargesheeted in a criminal case? (attach a personal declaration certified by a notary public):
- 1.8 Do you have responsibility of implementing MGNREGA in any capacity presently?
- 1.9 Whether worked as Ombudsperson in MGNREGS previously ?
- 1.10 Districts to which posting is preferred (Maximum 3 districts can be given in the order of preference):

**2. Professional Information**

- 2.1 Highest educational qualification (attach copy of certificates attested by a gazette officer):
- 2.2 Total no. of years of work experience (attach copy of certificates attested by a gazette officer):
- 2.3 Field of experience:
- 2.4 Last post/position held, if any:
- 2.5 Member of any society/professional body, if any (give details):

### 3. Declaration

It is certified that above information furnished by me are correct. I have gone through the advertisement and the "Instructions on Ombudsperson" issued by the Government of India and understand that this is a part time work in the nature of a probond public service and all functions are to be carried out within the purview and confines of the Mahatma Gandhi NREG Act, Rules and Schemes framed there under and operational guidelines issued by Govt. of India from time to time.

Signature of the applicant:

Name of the applicant:

Place:

Date: