

F. No. N-1011/30/2015/HFA-2/E.No.3013652  
Government of India  
Ministry of Housing & Urban Poverty Alleviation  
(HFA Mission Directorate)

Nirman Bhavan, New Delhi  
Dated: 26 April 2017

To  
All Principal Secretaries/Secretaries (States/UTs as per list), Housing and Urban Development  
Department

**Subject: Booklets on Capacity Building and Social Audit under Pradhan Mantri Awas  
Yojana - Urban (PMAY - U) - reg.**

Sir,

The Central Sanctioning and Monitoring Committee (CSMC) under PMAY (U) in the 1<sup>st</sup> meeting and the 20<sup>th</sup> meeting held on 17.09.2015 and 21-3-2017 respectively have accorded approval to the financial norms and fund disbursement processes of capacity building activities, namely:

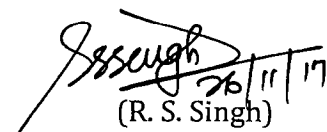
- Trainings and Workshops
- Third Party Quality Monitoring
- Social Audit
- Research/Documentation
- Preparation of HFA PoA
- Information Education and Communication(IEC)
- Geo-tagging
- Exposure & Handholding Visits
- Establishment of SLTC
- Establishment of CLTC and
- Administrative & Other Expenses.

2. The Ministry has compiled all the decisions of both the Meetings in a booklet titled "**Capacity Building Activities - Norms, Fund Disbursement Processes, and Plan Templates**".

3. The Ministry has also approved **Social Audit Guidelines** with details of processes to be followed and issues to be examined.

4. Ten copies each of the Capacity Building and Social Audit booklets are attached herewith for reference and ready reckoner for the financial norms and fund disbursement process under PMAY (U). States/UTs may also download additional copies of these booklets from the Ministry Website ([www.mhupa.gov.in](http://www.mhupa.gov.in)). These booklets may also be sent to all ULBs/corporations/ implementing agencies who are implementing PMAY (U) projects.

Encl: As above

  
(R. S. Singh)  
Director (HFA-1)  
Tel: 011-23062279

### List of States (1)

<p>Shri R. Karikal Valaven Principal Secretary, Municipal Administration &amp; UD. Government of <b>Andhra Pradesh</b>, AP Secretariat, Amravati, Building No. 2 Andhra Pradesh 522503</p>	<p>Mr. Chaitanya Prasad Principal Secretary Government of <b>Bihar</b>, Urban Development &amp; Housing Department, Vikash Bhavan, Mailey Road, New Sectt. Patna-15, Bihar</p>
<p>Shri Sanjay Shukla Principal Secretary, Urban Development. Government of <b>Chattisgarh</b>, S-3/23 Mahanadi Bhawan, Mantralaya, Raipur</p>	<p>Shri Punamchand Parmar (IAS) Additional Chief Secretary Government of <b>Gujarat</b> Urban Development &amp; Urban Housing Department Block No. - 14/7, Sardar Bhawan, Gandhinagar-382010</p>
<p>Smt. Manisha Nanda Additional Chief Secretary. Government of <b>Himachal Pradesh</b>, Room No A-101, Armsdale Building, HP Secretariat Shimla-171002</p>	<p>Shri Milind Torwane Secretary (Housing &amp; Nirmal Gujarat). Government of <b>Gujarat</b>, Urban Development &amp; Urban Housing Department, Block No. - 14/7, Sardar Bhawan, Gandhinagar-382010</p>
<p>Shri Anand Saran, IAS Principal Secretary, ULB. Government of <b>Haryana</b>, Mini Secretariat, Sector-17, Chandigarh</p>	<p>Shri Arun Kumar Singh, Principal Secretary (UD &amp; Housing). Government Of <b>Jharkhand</b>, HEC Project Bldg. Room No.412, 4<sup>th</sup> Floor Dhurva Ranchi-834004</p>
<p>Shri Shambhu Dayal Meena Principal Secretary (Housing). Government of <b>Karnataka</b>, Room No.213, 2nd Floor, Vikas Sauda, Dr. B.R. Ambedkar Road, Bangalore-560001</p>	<p>Shri V Ponnuraj Secretary (UD). Government of <b>Karnataka</b>, Room No.435,4th Floor, Vikas Sauda, Dr. B.R. Ambedkar Road, Bangalore-560001</p>
<p>Shri T.K Jose Principal Secretary. Government of <b>Kerala</b>, Principal Secretary LSGD(UA), Room No. 127, 1<sup>st</sup> Floor, North Block, Government Secretariat, Thiruvananthapuram</p>	<p>Shri Malay Shrivastava Principal Secretary, Urban Development &amp; Environment. Government of <b>Madhya Pradesh</b>, Nagar Palika Bhawan, Shivaji Nagar, Bhopal-462016</p>

<p>Shri Shrikant Singh Principal Secretary (Housing) <b>Government of Maharashtra</b> Room No.268, 2nd Floor, Main Building Housing, Mantralaya, Mumbai-400032</p>	<p>Shri Sanjay Kumar Additional Chief Secretary (Housing). Government of <b>Maharashtra</b>, Room No 268, 2<sup>nd</sup> Floor, Main Building Mantralaya, Mumbai-400032</p>
<p>Shri G.Mathivathanan Commissioner-cum-Secretary (Housing &amp;UD). <b>Government of Orissa</b>, 1st Floor, State Secretariat, Annex - B, Bhubaneswar - 751001</p>	<p>Ms. Vini Mahajan Additional Chief Secretary, Housing and Urban Development. <b>Government of Punjab</b>, Room No. 310, 3rd Floor, Mini Secretariat, Chandigarh</p>
<p>Thiru Dharmendra Pratap Yadav, IAS Principal Secretary Housing and Urban Development Department. <b>Government of Tamil Nadu</b>, 3rd Floor, Namakkal Kavizar Mailiagai, St George Fort, Chennai - 600009</p>	<p>Shri Mukesh Sharma Additional Chief Secretary (UDH) <b>Government of Rajasthan</b>, Department of Urban Development, Housing and Local Self Government Room No. 5231, Rajasthan Secretariat, Jaipur-302005</p>
<p>Shri Navin Mittal Secretary Municipal Administration &amp; UD. <b>Government of Telangana</b>, D Block, 1st floor, Secretariat, Telangana</p>	<p>Shri Sadakant Principal Secretary (Housing) <b>Government of Uttar Pradesh</b> Lucknow</p>
<p>Shri Kumar Kamlesh Principal Secretary, Urban Development. <b>Government of Uttar Pradesh</b>, Navchetna Kendra, 10, Ashoka Marg, Lucknow- 226001</p>	<p>Shri Onkar Singh Meena Secretary (Municipal Affairs Deptt). <b>Government of West Bengal</b>, Writers Building, Kolkata-700001</p>
<p>Shri Arvind Singh Hyanki, (25.4.2017), Secretary (UD), Government of <b>Uttaranchal</b> Dehradun,</p>	