

**Notice seeking applications for the post of
Director, Social Audit Unit, West Bengal**

SOCIAL AUDIT OF GOVERNMENT PROGRAMMES:-

Social audit can be described as verification of the development programmes implemented by the Government at the ground level with the active involvement of the primary stakeholder in the process of verification. This is done by comparing official records with actual ground realities with the active participation of the community and the information thus obtained are placed before the public seeking their opinion. Oral testimonies and facts are obtained from the public and those are compared with the official records. In the process, it is examined whether the money was spent properly and has made a difference to people's lives. Subsequently findings of the social audit are brought to the notice of the implementing agencies, who takes appropriate corrective action.

In order to strengthen the process of social audits and to ensure compliance of Audit of Scheme Rules, 2011, the Ministry of Rural Development, Government of India has introduced auditing standards for Social Audit, based on recommendations of the Comptroller and Auditor General of India and Joint Task Force for Social Audits. The Ministry has advised all the States & UTs to adopt the auditing standards for the functioning of social audit units and conduct of social audits.

SOCIAL AUDIT UNIT, WEST BENGAL:-

Government of West Bengal has established independent Social Audit Unit (SAU) to facilitate Gram Sabhas in conducting social audits of works taken up under Mahatma Gandhi National Rural Employment Guarantee Act, 2005 and other programmes within the Gram Panchayats. Except Mahatma Gandhi National Rural Employment Guarantee Scheme, presently social audit is being conducted for the programmes like Pradhan Mantri Awaas Yojana - Gramin (PMAY-G) and National Social Assistance Programme (NSAP).

STRUCTURE OF SOCIAL AUDIT UNIT, WEST BENGAL:-

The Social Audit Unit, West Bengal is headed by the Director, Social Audit, who is the overall in-charge of the Unit conducting social audit across the State. He is assisted by one Social Development Specialist & four Social Audit Experts at State level, who prepare the calendar of social audit, conduct training programmes of social audit personnel of lower levels and co-ordinate with them for smooth conduct of social audit.

At the district level, except the overall monitoring by the District Magistrate, social audit matters are looked into by one Additional District Magistrate. Also there is one

Nodal Officer of the rank of Deputy Magistrate, who looks after day-to-day affairs of social audit. At each district, there are Social Audit Resource Persons, the number of which varies from 2 (two) to 10(ten) depending upon the number of Blocks in any district. At Gram-Panchayat level, social audit is conducted by the Village Resource Persons (ten per Gram-Panchayat), who are selected from amongst the stakeholders of the programmes and from outside the concerned Gram Panchayat.

METHODOLOGY OF SOCIAL AUDIT AND EXTENT OF WORK:-

After preparation of calendar of social audit of a year, it is shared in the District Entry Conference organised by the District Magistrate with the district level social audit staff, Programme Officers, programme functionaries, PRI representatives where the social audit calendar is shared with all and roles and responsibilities of all stakeholders are explained in details. This is followed by the Gram Panchayat (GP) level entry conference attended by the GP-level functionaries. Thereafter record verification at GP-level and field visits are made. Subsequently special Gram Sabha meetings are held where the field verification reports are placed for consideration. Once the Gram Sabha meetings in all the Gram Panchayats are conducted, a public hearing is conducted at the Block headquarters in the presence of programme beneficiaries, elected representatives, official functionaries of GP, Block and District levels, mediapersons etc. After this, District Exit Conference is organised by the District Magistrate for discussing the social audit findings and reviewing the follow up on grievances raised.

So far as volume of work is concerned, yearly amount transacted in the programmes for which social audit is conducted is nearly Rs. 20,000.00 Crore.

DIRECTOR, SOCIAL AUDIT UNIT:-

The Social Audit Unit (SAU) shall have a Director, the major responsibilities of whom shall be as follows:-

1. To be answerable to the Governing board as per the norms of the Social Audit Unit.
2. To manage the day-to-day functioning of the Social Audit Unit- Ensure that social audits undertaken by the SAU are in compliance with the Audit of the Scheme Rules and in compliance with a calendar of social audits jointly approved by the Panchayat & Rural Development Dept., Govt. of West Bengal and the SAU
3. Design and development of all programmatic guidelines with respect to recruitment, process of social audit, governance structure, capacity building and training, financial rules etc. for the operation of the SAU.
4. To ensure that all policy level decisions related to the Social Audit Unit are implemented Undertake all activities necessary to fulfil the objective and vision of the Social Audit Unit Recruit staff, award consulting contracts and incur necessary expenditures to manage the day-to-day affairs in compliance with guideline of Social Audit.

5. Convene Governing Body and Executive Committee meetings at stipulated intervals maintain all records, minutes and registers of functioning of the SAU Anchor all interactions with and communication with the Department implementing the MGNREGA, PMAY-G & NSAP
6. Ensure transparency in the functioning and expenditure of the SAU
7. Ensure that the web site of the SAU is maintained on an online basis.
8. Take disciplinary action over staff as per contract rules

INDEPENDENCE OF THE SOCIAL AUDIT UNIT:-

The performance of the SAU is reviewed by the Governing Body of the Social Audit Unit formed as per guidelines of the Govt. of India and the Director, SAU is not answerable to any Department of the State Government. The remuneration of the Director and other personnel of the Unit and other administrative costs for running the system is met out of the contingency fund of the development programmes for which audit is conducted and this amount is directly credited to the account of SAU from the Govt. of India. The outcomes of the social audit are binding upon the implementing agencies running the programmes.

APPLICATION FOR POST OF DIRECTOR, SOCIAL AUDIT UNIT:-

Applications are invited from retired Government Officers not below the rank of Joint Secretary for the post of Director, Social Audit Unit of West Bengal, the details of which are as follows:-

Age:-

Age of the candidate on the date of advertisement shall not be more than 62 years

Qualification:-

The candidate shall:-

1. be a Post Graduate in any field, preferably in Social Science subjects like Political Science, Philosophy, Sociology etc.
2. be a social activist experienced in the conduct of social audit and right based activist for not less than 10 years.

Tenure:-

The minimum tenure of the Director, SAU shall be three years and with the approval of the Governing body, the services of Director, SAU can be extended up to the maximum tenure of 5 years or 65 years of age whichever is earlier.

Remuneration:-

Monthly remuneration for the post of Director, SAU will be fixed at an amount of 1,00,000/- (Remuneration will be negotiable for deserving candidates).

MODE OF APPLICATION:-

Candidates may submit their application mentioning their age, academic qualification, work experience, experience in the field of audit, government accounts, social audit etc. The application along with supporting testimonials have to be sent to the Commissioner, Mahatma Gandhi NREGS, West Bengal through email at **wbnrega@gmail.com** by 22/07/2025.

However, those who have already applied for the said post in response to this Dept. advertisements published in December, 2023 and on 17th. June, 2025 need not apply again.

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