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**RURAL MANAGEMENT & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SIKKIM
GANGTOK**

Ref No: 114 /RM&DD/M

Dated: 23rd Aug, 2012

To,

**All District Collectors –cum-
Head of District level committee of REDRH Project
Government of Sikkim**

Subject: Monthly Progress Report under REDRH: Regarding

Sir,

The format for Monthly Progress Report (MPR) under REDRH was provided in Annexure VII of the Operational Guidelines (Page 45) in two parts Part-I: Physical Performance and Part-II Financial Performance.

While the format for the Part-II Financial Performance remains the same, the format for Part-I: Physical Performance has been simplified (and enclosed) and needs to be used for monthly progress reporting.

Yours faithfully,

Encl: As above

Special Secretary

CC:

1. **Secretary LR&DMD**
2. **Secretary RM&DD**
3. **Related officers of RMDD Head Office** [SS-I, II, CE, AD (Accounts), SE(stores), AD(IT)]
4. **All State Level Monitors**
5. **All ADC (Dev)s** to ensure timely submission of MPR in the revised format

Revised Format for REDRH MPR

Part-I: Physical Performance (cumulative)

Financial Year: _____ Upto the Month: _____

District	Total Phase-I Cap	Number of Houses in Different Stages of Physical Progress				
		Stage-1	Stage-2*	Stage-3 [#]	Stage-4 [^]	Stage-5 ⁺
1	2	3a	3b	3c	3d	3e

Stage-1: Beneficiary selection completed **Stage-2:** Plinth level completed **Stage-3:** Roof completed
Stage-4: House fully completed **Stage-5:** Handing over of the house to the beneficiary completed

* Houses in Stage-2 have already crossed Stage-1 and hence should not be indicated in Stage-1

Houses in Stage 3 have already crossed Stage-1 and 2 and hence should not be indicated in Stages 1 or 2

^ Houses in Stage 4 have already crossed Stage-1, 2 and 3 and hence should not be indicated in Stages 1,2 or 3

+ Houses in Stage 5 have already crossed Stage-1, 2, 3 and 4 and hence should not be indicated in Stages 1, 2, 3 or 4

Part-II: Financial Performance

Will remain the same