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# **SUO MOTU DISCLOSURES**

**(As per Section-4(1)(b) of the RTI Act, 2005)**

**MANIPUR BUILDING AND OTHER CONSTRUCTION  
WORKERS' WELFARE BOARD**

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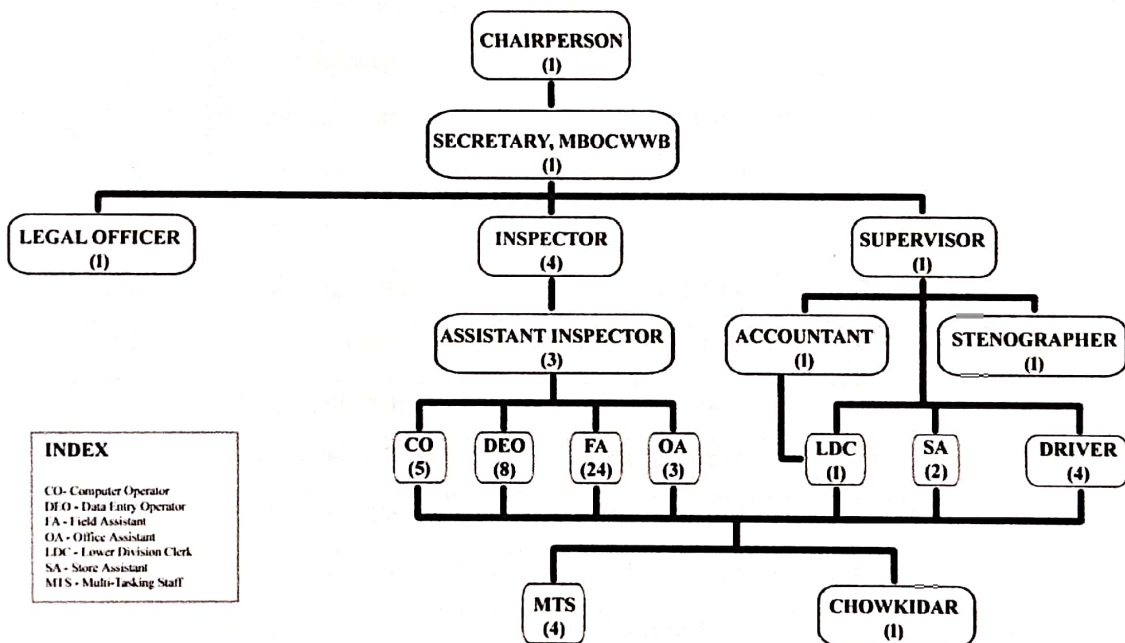
## 1. ORGANISATION AND FUNCTION

### 1.1 Particulars of its organisation, functions and duties [Section 4(1) b(i)]

#### A) Manipur Building And Other Construction Workers' Welfare Board

Manipur Building and Other Construction Workers' Welfare Board has been constituted under sub-section (1) of Section 18 of the Building and Other Construction Workers' (Regulation of Employment & Conditions of Service) Act, 1996 (Act 27 of 1996) vide Government Notification No.5/254/97 Lab(Pt-I) dated 03.04.2010 by the Governor of Manipur to regulate the employment and conditions of service and other workers and to provide for their safety, health and welfare measures and for other matters connected therewith or incidental thereto. **The Chairperson** is the **Head** of the Board; Secretary (Skill, Labour, Employment and Entrepreneurship) Govt. of Manipur is the Member of the Board; The Deputy Labour Commissioner (Labour Department), Govt. of Manipur is the Secretary of the Board.

#### B) Organisation Chart



#### C) Name and Designation of the Staffs of the Board are as given below:

Sl. No.	Name	Designation	Regular/ Wages
1	Laishram Bijeta	Legal Officer	Regular
2	Nelson Hijam	Supervisor	Regular
3	Laishram Dhiraj	Inspector	Regular
4	Karam Joshlee	Inspector	Regular

*Laishram Bijeta Devi*

Legal Officer

Manipur Building and Other Construction  
Workers' Welfare Board



5	Pukhrambam Suraj	Inspector	Regular
6	Oinam Shasikanta	Inspector	Regular
7	Themnunnem Rebecca	Steno	Regular
8	Chanambam Manglembi	Asst. Inspector	Regular
9	Akoijam Daina	Asst. Inspector	Regular
10	Sinam Sangita	Asst. Inspector	Regular
11	Avinash Thangjam	Accountant	Regular
12	Phijam Kunjalata	Lower Division Clerk	Regular
13	Melem Indira	Office Assistant	Regular
14	Thingbaijam Kiranbala	Office Assistant	Regular
15	Irengbam Ronilkumar	Office Assistant	Regular
16	T Sanalembi	Computer Operator	Regular
17	Saikhom Jenifer Chanu	Computer Operator	Regular
18	Kolom Somorjit	Computer Operator	Regular
19	Premchand Irungbam	Computer Operator	Regular
20	Chaoba Ningthoujam	Computer Operator	Regular
21	Khumallambam Lalleiba	Field Assistant	Regular
22	Lairikyengbam Sanjoy	Field Assistant	Regular
23	Mutum Romeo	Field Assistant	Regular
24	Mongbijam Sonela	Field Assistant	Regular
25	Khumanthem Binita	Field Assistant	Regular
26	Waikhom Liklaleima	Field Assistant	Regular
27	Meitankeishangbam Sales	Field Assistant	Regular
28	Heikham Roshan	Field Assistant	Regular
29	Ngathem Roma	Field Assistant	Regular
30	Heikham Romeo	Field Assistant	Regular
31	H Ningkhan	Field Assistant	Regular
32	Ronel Chandam	Field Assistant	Regular
33	Melem Papu	Field Assistant	Regular
34	Thokchom Momocha Meitei	Field Assistant	Regular
35	Chirom Meghajit	Field Assistant	Regular
36	Yumnam Memnaobi	Field Assistant	Regular
37	Mongjam Amarjit	Field Assistant	Regular



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38	Khunjamayum Rakesh	Field Assistant	Regular
39	Khangembam Prakash	Field Assistant	Regular
40	Karam Bretharjit	Field Assistant	Regular
41	Konjengbam Angousana	Field Assistant	Regular
42	Akoijam Rohit	Field Assistant	Regular
43	L Brilenia	Field Assistant	Regular
44	H Sharjubala	Field Assistant	Regular
45	Laishram Stephen	Store Assistant	Regular
46	Karam Malemnganba	Store Assistant	Regular
47	Kongbrailatpam Biresh	Driver	Regular
48	Oinam Herojit	Driver	Regular
49	Heikham Devraj	Driver	Regular
50	Phuritsabam Samarjit	Driver	Regular
51	Phuritsabam Thasana Devi	Data Entry Operator	Regular
52	Priya Sharma Hanjabam	Data Entry Operator	Regular
53	Lourembam Meenakshi	Data Entry Operator	Regular
54	Konthoujam Meloni	Data Entry Operator	Regular
55	Thokchom Haripyari	Multi Tasking Staff	Regular
56	Md Sayeed	Multi Tasking Staff	Regular
57	Potsangbam Kiran	Multi Tasking Staff	Regular
58	RK Jacky	Multi Tasking Staff	Regular
59	Mrs Samim	Chowkidar	Regular
60	Thongam Debika Devi	Computer Assistant	Wages
61	Kakchingtabam Rosy Devi	Computer Assistant	Wages
62	Elangbam Dicky	Asst. Inspector	Wages
63	Elangbam Daniel	Asst. Inspector	Wages
64	Oinam Amita	Asst. Inspector	Wages
65	K. Omen Singh	MTS	Wages
66	Warepam Rustam	Driver	Wages
67	Sanjenbam Malemnganba	Driver	Wages

## 1.2 Power and duties of its officers and employees [Section 4(1) (b)(ii)]

The **Chairperson** is the Head of the Board;

The **Secretary** of the Board is the Chief Executive Officer(CEO);

The **Legal Officer** is the SPIO of the Board and looks into the matters of all legal matters including RTI, etc;

The **Supervisor** is assigned for overall supervision of Cess Assessment and other works assigned from time to time;

**Inspectors** are the Registering Officers, authorized for the registration of Labour (BOC Workers) and other works assigned from time to time;

**Assistant Inspectors** are assigned to assist Inspectors and other works assigned from time to time;

**Accountant** looks into account matters, Salary and other bill preparation, Cess Assessment and reconciliation as well as audit matters;

**Stenographer** is assigned for receipt of daks and other works assigned from time to time;

**Lower Division Clerk(LDC)** is assigned to assist Accountant in Salary and other bills preparation;

**Office Assistants(OAs)** are assigned in receiving daks, application and other works assigned from time to time;

**Computer Operators(COs)** are assigned for Data Entry Works, Maintenance of data and other works assigned from time to time;

**Data Entry Operators(DEOs)** are assigned for any data entry works and other works assigned from time to time;

**Field Assistants (FAs)** are assigned for any field works and other works assigned from time to time;

**Store Assistants (SAs)** are assigned for the maintenance of stock records and store.

**Multi-Tasking Staffs (MTSs)** are assigned for any works assigned to them from time to time;

As per Section 18 of The Building And Other Construction Workers (Regulation Of Employment And Condition Of Service) Act, 1996.

**Constitution of State Welfare Boards.**—(1) Every State Government shall, with effect from such date as it may, by notification, appoint, constitute a Board to be known as the .....

(name of the State) Building and Other Construction Workers' Welfare Board to exercise the powers conferred on, and perform the functions assigned to, it under this Act.

(2) The Board shall be a body corporate by the name aforesaid, having perpetual succession and a common seal and shall by the said name sue and be sued.

(3) The Board shall consist of a chairperson, a person to be nominated by the Central Government and such number of other members, not exceeding fifteen, as may be appointed to it by the State Government.

Provided that the Board shall include an equal number of members representing the State Government, the employers and the building workers and that at least one member of the Board shall be a woman.

(4) The terms and conditions of appointment and the salaries and other allowances payable to the chairperson and the other members of the Board, and the manner of filling of casual vacancies of the members of the Board, shall be such as may be prescribed.



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As per Section 19 of The Building And Other Construction Workers (Regulation Of Employment And Condition Of Service) Act, 1996.

**Secretary and other officers of Boards.**—(1) The Board shall appoint a Secretary and such other officers and employees as it considers necessary for the efficient discharge of its functions under this Act.

(2) The secretary of the Board shall be its chief executive officer.

(3) The terms and conditions of appointment and the salary and allowances payable to the Secretary and the other officers and employees of the Board shall be such as may be prescribed.

As per Section 20 of The Building And Other Construction Workers (Regulation Of Employment And Condition Of Service) Act, 1996.

**Meetings of Boards.**—(1) The Board shall meet at such time and place and observe such rules of procedure in regard to the transaction of business at its meetings (including the quorum at such meetings) as may be prescribed.

(2) The chairperson or, if for any reason he is unable to attend a meeting of the Board, any member nominated by the chairperson in this behalf and in the absence of such nomination, any other member elected by the members present from amongst themselves at the meeting, shall preside at the meeting.

(3) All questions which come up before any meeting of the Board shall be decided by a majority of votes of the members present and voting, and in the event of equality of votes, the chairperson, or in his absence, the person presiding, shall have a second or a casting vote.

As per Section 22 of The Building And Other Construction Workers (Regulation Of Employment And Condition Of Service) Act, 1996.

**Functions of the Boards.**—(1) The Board may—

- (a) provide immediate assistance to a beneficiary in case of accident;
- (b) make payment of pension to the beneficiaries who have completed the age of sixty years;
- (c) sanction loans and advances to a beneficiary for construction of a house not exceeding such amount and on such terms and conditions as may be prescribed;
- (d) pay such amount in connection with premia for Group Insurance Scheme of the beneficiaries as it may deem fit;
- (e) give such financial assistance for the education of children of the beneficiaries as may be prescribed;
- (f) meet such medical expenses for treatment of major ailments of a beneficiary or, such dependant, as may be prescribed;
- (g) make payment of maternity benefit to the female beneficiaries; and
- (h) make provision and improvement of such other welfare measures and facilities as may be prescribed.

(2) The Board may grant loan or subsidy to a local authority or an employer in aid of any scheme approved by the State Government for the purpose connected with the welfare of building workers in any establishment.

(3) The Board may pay annually grants-in-aid to a local authority or to an employer who provides to the satisfaction of the Board welfare measures and facilities of the standard specified by the Board for the benefit of the building workers and the members of their family, so, however, that the amount payable as grants-in-aid to any local authority or employer shall not exceed—

(a) the amount spent in providing welfare measures and facilities as determined by the State Government or any person specified by it in this behalf, or

  
**Lalshram Bifeta Devi**  
Legal Officer

Manipur Building and Other Construction  
Workers' Welfare Board



(b) such amount as may be prescribed, whichever is less:

Provided that no grant-in-aid shall be payable in respect of any such welfare measures and facilities where the amount spent thereon determined as aforesaid is less than the amount prescribed in this behalf.

As per Section 18 of The Manipur Building And Other Construction Workers (Regulation Of Employment And Condition Of Service) (Amendment) Rules, 2020 :

**Terms of Office:-** (1) The Chairperson of the Board shall hold office for a period of 3 (three) years from the date on which his appointment is notified in the Official Gazette;

Provided that he shall hold office until the appointment of his successor is notified in the Official Gazette.

(2) The term of members except that of official members shall be 2 (two) years.

(3) A non-official member other than Chairperson shall not be eligible for nomination as member for more than one term consecutively.

(4) The Board shall be reconstituted in every 2 (two) years (financial year)

(5) The existing Board(s) shall cease to exist from the date of notification of these rules in official Gazette for fresh constitution of Manipur Building and Other Construction Workers' Welfare Board.

All the decisions/resolutions of the previous Board(s), which have not yet been implemented, shall be treated as null and void from the date of notification of these rules.

As per Section 29 of The Manipur Building And Other Construction Workers (Regulation Of Employment And Condition Of Service) Rules, 2008

**Secretary and Other officers:-**

(1) The Secretary of the Board shall be appointed by the Board to one of the officers not below the rank of Deputy Labour Commissioner in the Department of Labour. The salaries and the allowance and the terms and conditions of service of the Secretary, such officers and employees of the Board appointed under section 19 of the Act shall be such as the State Government, by Orders, may specify in these behalf from time to time.

(2) The Secretary of the Board-

(i) shall assist the Chairperson of the Board in convening meetings of the Board;

(ii) may attend the meeting of the Board but shall not be entitled to vote at such meeting;

(iii) shall keep a record of the minutes of the meetings of the Board; and

(iv) shall take necessary measures to carry out the decisions taken at the meetings of the Board.

(3) Notwithstanding anything contained in sub-rules (1), where a Government servant is appointed as the Secretary, officer or employee of the Board, after consultation by the Board with the State Government and upon orders issued in that behalf by the State Government, then the salaries and allowances and the terms and conditions of services shall be such as may be specified by the State Government from time to time.

  
**Lalshram Bijeta Devi**  
Legal Officer  
Manipur Building and Other Construction  
Workers' Welfare Board

### 1.3 Procedure followed in decision making [Section 4(1)(b)(iii)]

Manipur Building and Other Construction Workers' Welfare Board works as per Manipur Building and Other Construction Workers'(Regulation of Employment and Conditions of Service) Rules, 2008 and Manipur Building and Other Construction Workers'(Regulation of Employment and Conditions of Service) (Amendment) Rules, 2020 implemented under The Building and Other Construction Workers'(Regulation and Employment and Condition of Service) Act, 1996.

A Board Meeting shall be conducted for any decision to be taken that is considered to be necessary of if the Chairperson of the Board so directs. The Chairperson of the Board shall preside over every meeting of the Board and the final decision shall be taken by the Board.

Under Section 25 of the Manipur Building and Other Construction Workers'(Regulation of Employment and Conditions of Service) Rules, 2008:

**Disposal of business:-** Every matter which the Board is required to take into consideration shall be considered at a meeting of the Board or if the **Chairperson** of the Boards so directs, by sending the necessary papers to every member for opinion, and the matter shall be disposed of in accordance with the decision of the majority of votes of the members present and voting and in the event of equality of votes, the Chairperson or in his absence the person presiding the meeting, shall have a second or a casting vote as provide for by sub-section (3) of section 20 of the Act.

Under Section 26 of the Manipur Building and Other Construction Workers'(Regulation of Employment and Conditions of Service) (Amendment) Rules, 2020 :

**Meeting:-** (1) The Board shall meet at such place and at such time as may be decided by the Chairperson and it shall meet at least once in six months.

(2) The Chairperson of the Board shall preside over every meeting of the Board in which he is present and in his absence, the Administrative Secretary of the Labour & Employment Department shall preside over the meeting with prior-written approval of the Chairperson of the Board.

(3) The Administrative Secretary of Labour & Employment Department may convene a meeting of the Board with prior written approval of the Chairperson of the Board if so required by any exigency.

Under Section 27 of the Manipur Building and Other Construction Workers'(Regulation of Employment and Conditions of Service) Rules, 2008:

**Notice of meeting and list of business:-** (1) Ordinarily two weeks notice shall be given to the members of the Board of a proposed meeting.

Provided that the Chairperson of the Board, if he is satisfied that it is expedient to do so, may give notice of longer period for such meeting which shall not exceed one month.

Under Section 28 of the Manipur Building and Other Construction Workers'(Regulation of Employment and Conditions of Service) (Amendment) Rules, 2020 :

**Quorum:-** No business shall be transacted at any meeting of the Board unless at least 5 (five) members of Board including Chairperson are present in that meeting which shall include at least one member representing the building workers.

Provided that if any meeting of the Board less than 4 (four) members are present, the Chairperson of the Board may adjourn the meeting to another date informing members present and giving notice to the other members that he proposes to dispose of the business at the adjourned meeting, whether there is prescribed quorum or not, and it shall thereupon be lawful for him to dispose of the business at the adjourned meeting irrespective of members attending.



#### 1.4 Norms for discharge of functions [Section 4(1)(b)(iv)]

The Board normally functions to regulate the employment and conditions of service of Building and Other Construction (BOC) Workers and to provide for their safety, health and welfare measures and for other matters connected therewith or incidental thereto.

**Functions of the Board** as per **Section 22** of the Building and other construction Workers (regulation of Employment and Conditions of Service) Act, 1996 states that:-

(1) The Board may—

- (a) provide immediate assistance to a beneficiary in case of accident;
- (b) make payment of pension to the beneficiaries who have completed the age of sixty years;
- (c) sanction loans and advances to a beneficiary for construction of a house not exceeding such amount and on such terms and conditions as may be prescribed;
- (d) pay such amount in connection with premia for Group Insurance Scheme of the beneficiaries as it may deem fit;
- (e) give such financial assistance for the education of children of the beneficiaries as may be prescribed;
- (f) meet such medical expenses for treatment of major ailments of a beneficiary or, such dependant, as may be prescribed;
- (g) make payment of maternity benefit to the female beneficiaries; and (h) make provision and improvement of such other welfare measures and facilities as may be prescribed.

(2) The Board may grant loan or subsidy to a local authority or an employer in aid of any scheme approved by the State Government for the purpose connected with the welfare of building workers in any establishment.

(3) The Board may pay annually grants-in-aid to a local authority or to an employer who provides to the satisfaction of the Board welfare measures and facilities of the standard specified by the Board for the 10 benefit of the building workers and the members of their family, so, however, that the amount payable as grants-in-aid to any local authority or employer shall not exceed—

(a) the amount spent in providing welfare measures and facilities as determined by the State Government or any person specified by it in this behalf, or

(b) such amount as may be prescribed, whichever is less: Provided that no grant-in-aid shall be payable in respect of any such welfare measures and facilities where the amount spent thereon determined as aforesaid is less than the amount prescribed in this behalf.

#### 1.5 Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]

- i) The Building and Other Construction Workers (Regulation of Employment And Condition of Service) Act, 1996 -**ANNEXURE-I**
- ii) The Manipur Building and Other Construction Workers (Regulation Of Employment And Condition Of Service) Rules, 2008 -**ANNEXURE-II**
- iii) The Building and Other Construction Workers' Welfare Cess Act, 1996-**ANNEXURE-III**
- iv) The Building and Other Construction Workers' Welfare Cess Rules, 1998 -**ANNEXURE-IV**
- v) Manipur Building and Other Construction Workers' Welfare Scheme, 2022 -**ANNEXURE-V**
- vi) The Manipur Building and Other Construction Workers (Regulation of Employment And Condition Of Service) (Amendment) Rules, 2020 -**ANNEXURE-VI**

  
**Lalshram Bijeta Devi**  
Legal Officer

Manipur Building and Other Construction  
Workers' Welfare Board



**1.8 Directories of officers and employees [Section 4(1)(b)(ix)]**

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Office e-mail Info : [mbocwwbmanipur@gmail.com](mailto:mbocwwbmanipur@gmail.com)

Sl. No.	Name	Designation	Regular/ Temporary	E-mail
1	Nongmaithem Bandana Devi	Chairperson		<a href="mailto:mbocwwbmanipur@gmail.com">mbocwwbmanipur@gmail.com</a>
2	Tanushree Naorem	Secretary		<a href="mailto:mbocwwbmanipur@gmail.com">mbocwwbmanipur@gmail.com</a>
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4	Nelson Hijam	Supervisor	Regular	<a href="mailto:nelsonhijam@hotmail.com">nelsonhijam@hotmail.com</a>
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8	Oinam Shasikanta	Inspector	Regular	<a href="mailto:sashikantaoinam@gmail.com">sashikantaoinam@gmail.com</a>
9	Themnunnem Rebecca	Steno	Regular	<a href="mailto:trebeccahaokipgmail.com">trebeccahaokipgmail.com</a>
10	Chanambam Manglembi	Asst. Inspector	Regular	<a href="mailto:malem91bi@gmail.com">malem91bi@gmail.com</a>
11	Akoijam Daina	Asst. Inspector	Regular	<a href="mailto:dainaakoijam643@gmail.com">dainaakoijam643@gmail.com</a>
12	Sinam Sangita	Asst. Inspector	Regular	<a href="mailto:sinamsangita28@gmail.com">sinamsangita28@gmail.com</a>
13	Avinash Thangjam	Accountant	Regular	<a href="mailto:avinashthangjam7774@gmail.com">avinashthangjam7774@gmail.com</a>
14	Phijam Kunjalata	LDC	Regular	<a href="mailto:phorsestrong@gmail.com">phorsestrong@gmail.com</a>
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16	Thingbaijam Kiranbala	Office Assistant	Regular	<a href="mailto:thingbaijamkiranbala24@gmail.com">thingbaijamkiranbala24@gmail.com</a>
17	Irengbam Ronilkumar	Office Assistant	Regular	<a href="mailto:ronilireng@gmail.com">ronilireng@gmail.com</a>
18	T Sanalembi	Computer Operator	Regular	<a href="mailto:bemmatong95@gmail.com">bemmatong95@gmail.com</a>
19	Saikhom Jenifer Chanu	Computer Operator	Regular	<a href="mailto:saikomjenifer971@gmail.com">saikomjenifer971@gmail.com</a>
20	Kolom Somorjit	Computer Operator	Regular	<a href="mailto:somorjitsinghkolom@gmail.com">somorjitsinghkolom@gmail.com</a>
21	Premchand Irungbam	Computer	Regular	<a href="mailto:prmsingh46@gmail.com">prmsingh46@gmail.com</a>

		Operator		
22	Chaoba Ningthoujam	Computer Operator	Regular	ningthoujamchaoba17@gmail.com
23	Khumallambam Lalleiba	Field Assistant	Regular	lalleibakh1992@gmail.com
24	Lairikyengbam Sanjoy	Field Assistant	Regular	sanjoylairikyengbam69@gmail.com
25	Mutum Romeo	Field Assistant	Regular	romeomutum705@gmail.com
26	Mongbijam Sonela	Field Assistant	Regular	sonelamongbijam@gmail.com
27	Khumanthem Binita	Field Assistant	Regular	binita6699@gmail.com
28	Waikhom Liklaleima	Field Assistant	Regular	liklaleima123456@gmail.com
29	Meitankeishangbam Sales	Field Assistant	Regular	suezenchamu@gmail.com
30	Heikham Roshan	Field Assistant	Regular	bukulmeitei@gmail.com
31	Ngathem Roma	Field Assistant	Regular	romanungleppam33@gmail.com
32	Heikham Romeo	Field Assistant	Regular	heikhamromeo@gmail.com
33	H Ningkhan	Field Assistant	Regular	ningkhanhunyo91@gmail.com
34	Ronel Chandam	Field Assistant	Regular	nemorevo@gmail.com
35	Melem Papu	Field Assistant	Regular	melempapusingh123@gmail.com
36	Thokchom Momocha Meitei	Field Assistant	Regular	momochath99@gmail.com
37	Chirom Meghajit	Field Assistant	Regular	meghajit82@gmail.com
38	Yumnam Memnaobi	Field Assistant	Regular	menaobiyumnam99@gmail.com
39	Mongjam Amarjit	Field Assistant	Regular	mongjamamarjitsinghmeitei@gmail.com
40	Khunjamayum Rakesh	Field Assistant	Regular	khunjamayumrakeshluwang@gmail.com
41	Khangembam Prakash	Field Assistant	Regular	prakashkhangembam@gmail.com
42	Karam Bretharjit	Field Assistant	Regular	karambretharjit@gmail.com
43	Konjengbam Angousana	Field Assistant	Regular	angousanakonjengbam67@gmail.com
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45	L Brilenia	Field Assistant	Regular	brilenia0510c@gmail.com



46	H Sharjubala	Field Assistant	Regular	<i>hijam2012@gmail.com</i>
47	Laishram Stephen	Store Assistant	Regular	<i>stephenlais143@gmail.com</i>
48	Karam Malemnganba	Store Assistant	Regular	<i>malemkaram012@gmail.com</i>
49	Kongbrailatpam Biresh	Driver	Regular	<i>bireshsharma760@gmail.com</i>
50	Oinam Herojit	Driver	Regular	<i>herojitoainam528@gmail.com</i>
51	Heikham Devraj	Driver	Regular	<i>devheikham053@gmail.com</i>
52	Phuritsabam Samarjit	Driver	Regular	<i>somorjitph123@gmail.com</i>
53	Phuritsabam Thasana Devi	DEO	Regular	<i>sananingthoujam36@gmail.com</i>
54	Priya Sharma Hanjabam	DEO	Regular	<i>hanjabampriya@gmail.com</i>
55	Lourembam Meenakshi	DEO	Regular	<i>lourembammeenakshi7@gmail.com</i>
56	Konthoujam Meloni	DEO	Regular	<i>meloniohanjabam@gmail.com</i>
57	Thokchom Haripyari	MTS	Regular	<i>thokchomharipyari@gmail.com</i>
58	Md Sayeed	MTS	Regular	<i>sayeedkhan36347@gmail.com</i>
59	Potsangbam Kiran	MTS	Regular	<i>potsangbam13kiran@gmail.com</i>
60	RK Jacky	MTS	Regular	<i>rkjackeyrkjackey@gmail.com</i>
61	Mrs Samim	Chowkidar	Regular	
62	Thongam Debika Devi	Computer Assistant	Daily Wages	<i>devika123@gmail.com</i>
63	Kakchingtabam Rosy Devi	Computer Assistant	Daily Wages	<i>kakchingtabamrosy@gmail.com</i>
64	Elangbam Dicky	Asst. Inspector	Daily Wages	<i>dickyelangbam@gmail.com</i>
65	Elangbam Daniel	Asst. Inspector	Daily Wages	<i>danielelangbam91@gmail.com</i>
66	Oinam Amita	Asst. Inspector	Daily Wages	<i>amitaoinamao@gmail.com</i>
67	K. Omen Singh	MTS	Daily Wages	<i>omensingh@gmail.com</i>
68	Warepam Rustam	Driver	Daily Wages	<i>Samupunbi12345@gmail.com</i>
69	Sanjenbam Malemnganba	Driver	Daily Wages	<i>malemsanjen@gmail.com</i>



**1.9 Monthly Remuneration received by officers & employees including system of compensation [Section 4(1)(b)(x)]**

Sl No	Name of the Post	Scale of Pay	No. Of Employees	Grade Pay
1	Legal Officer	(Rs 9300-34800)	1	4400
2	Supervisor	(Rs 9300-34800)	1	4200
3	Inspector	(Rs 9300-34800)	4	4200
4	Steno II	(Rs 5200-20200)	1	2400
5	Asst. Inspector	(Rs 5200-20200)	3	2400
6	Accountant	(Rs 5200-20200)	1	2400
7	Lower Division Clerk	(Rs 5200-20200)	1	1900
8	Office Assistant	(Rs 5200-20200)	3	1900
9	Computer Operator	(Rs 5200-20200)	5	1900
10	Data Entry Operator	(Rs 5200-20200)	4	1900
11	Field Assistant	(Rs 5200-20200)	24	1900
12	Store Assistant	(Rs 5200-20200)	2	1900
13	Driver	(Rs 5200-20200)	4	1900
14	Multitasking Staff	(Rs 4400-7440)	4	1300
15	Chowkidar	(Rs 4400-7440)	1	1300

**1.10 The Names, designation and other particulars of the PIOs [Section 4(1)(b)(xvi)]**

Sl No	Name	Designation	Designated as	Mobile	e-mail ID	Subject matter
1.	Laishram Bijeta Devi	Legal Officer	SPIO, Nodal	8787891526	<a href="mailto:laishrambijeta3@gmail.com">laishrambijeta3@gmail.com</a>	All legal matters, RTI



## **2.BUDGET AND PROGRAMME**

### **2.1 Budget allocated to each agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made [Section 4(1)(b)(xi)]**

The Proposed budget estimates indicating the particulars of all plans, proposed expenditures and reports on disbursements made:

#### **1. Demand No.13-LABOUR AND EMPLOYMENT**

### **2.3 Manner of execution of subsidy programmes [Section 4(1)(b)(xii)]**

The Board provides benefits per Section 32 of the Manipur Building and Other Construction Workers' (Regulation of Employment and Conditions of Service) Rules, 2008 to the beneficiary building workers on their application.

## **4.E-GOVERNANCE/ DIGITALIZATION**

### **4.3 Information available in electronic form [Section 4(1)(b)(xiv)]**


Details available in Website

- i) Worker registration form ;
- ii) Beneficiary form ;
- iii) Wage slip form ;
- iv) Time to time notification ;
- v) Information/ Eligibility regarding Registration of a beneficiary ;
- vi) Information regarding cessation as a beneficiary, etc.
- vii) The Building and Other Construction Workers (Regulation of Employment And Condition of Service) Act, 1996
- viii) The Manipur Building and Other Construction Workers (Regulation Of Employment And Condition Of Service) Rules, 2008
- ix) The Building and Other Construction Workers' Welfare Cess Act, 1996
- x) The Building and Other Construction Workers' Welfare Cess Rules, 1998
- xi) Manipur Building and Other Construction Workers' Welfare Scheme, 2022
- xii) The Manipur Building and Other Construction Workers (Regulation of Employment And Condition Of Service) (Amendment) Rules, 2020

Website: [www.manipurbcwb.in](http://www.manipurbcwb.in)

### **4.4 Particulars of facilities available to citizens for obtaining information {Section 4(1)(b)(xv)}**

Sl. No.	Facilities	Remark
1.	Notifications, Forms (Registration / Benefit) and Wages Slip	Available Online at <a href="http://manipurbcwb.in">manipurbcwb.in</a>

  
**Lalshram Bijeta Devi**  
 Legal Officer  
 Manipur Building and Other Construction  
 Workers' Welfare Board



## 5. INFORMATION AS MAY BE PRESCRIBED

### 5.1 Such Information as may be prescribed

- i) Name and Details of  
 a) Current SPIOs & FAAs  
 b) Earlier SPIO & FAAs from 1.1.2015

Sl. No.	Name	Designation	Designated as	From	Upto
1.	Laikhuram Ibomcha Singh	Labour Inspector	SPIO	01.01.2015	02.08.2019
2.	Laishram Bijeta Devi	Legal Officer	SPIO	03.08.2019	Ongoing

- ii) Details of Third Party Audit of Voluntary disclosure

#### **State Academy of Training.**

- a) Dates of Audit carried out - not yet initiated  
 b) Report of the audit carried out - N/A

- iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD  
 a) Date of appointment  
 b) Name and designation of the officers

Sl.No.	Name	Designation	Date of appointment
1.	Laishram Bijeta Devi	Legal Officer	09.02.2024

## 6. INFORMATION DISCLOSED ON OWN INITIATIVE

As per Section 3 of **The Building And Other Construction Workers' Welfare Cess Rules, 1998**, the 1% Labour Cess are being collected and transferred to the **Manipur Building and Other Construction Workers Welfare Fund** for the discharge of its function as per Section 22 and Sub-section (2) of Section 24 of the Building And Other Construction Workers (Regulation Of Employment And Conditions Of Service) Act, 1996.

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*Laishram Bijeta Devi*  
 Legal Officer  
 Manipur Building and Other Construction  
 Workers' Welfare Board