



**GOVERNMENT OF ANDHRA PRADESH
MINORITIES WELFARE (ICM-II) DEPARTMENT**

Memo. No. 4577/ICM-II/A2/2012-2

Dt. 05.03.2013

* Sub:- Minorities Welfare Department – Guidelines for Financial Assistance for development of Burial Grounds for Christian Community – Orders – Issued.

- Ref:-
1. G.O.Ms.No.121, M.W. (ICM-II) Dept., dated:01.04.2010.
 2. Govt. Memo. No. 2911/ICM-II/A2/2010-1, Dt. 21.02.2011
 3. From the Managing Director, A.P. State Christian (Minorities) Finance Corporation, Hyderabad, Lr.No.1404/C-II/Burial Grounds/APSCMFC/2013, dt:07-02-2013.

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In the G.O. 1st cited, Government have issued orders assigning the scheme of providing financial assistance for development of Burial grounds in respect of Christian Minorities to the A.P. State Christian (Minorities) Finance Corporation along with other schemes. Guidelines for all the schemes have been issued in the reference 2nd read above.

2. Now, in the reference 3rd cited, the Managing Director, A.P. State Christian (Minorities) Finance Corporation, Hyderabad has submitted proposals for framing guidelines to the scheme of Financial Assistance for development of Burial Grounds in respect of Christian Community .

3. Government have examined the issue in detail and order the following guidelines to implement the scheme with regard to sanction of Financial Assistance for development of Burial Grounds in respect of Christian Community to the A.P. State Christian (Minorities) Finance Corporation.

GUIDELINES

Guidelines on mode of implementation of the Scheme are as follows:

A. The financial assistance shall be provided for beautification, protection and safe guarding of existing burial grounds and the following components are eligible for financial assistance:

- i. Repairs and construction of compound walls, gates, water supply, toilets, shelter/ watchman quarter, land levelling, repairs to existing common structures, providing lighting, cement benches etc.
- ii. The financial assistance shall not exceed 3.00 lakhs in rural areas and Rs. 5.00 lakhs in urban areas or as per the actual estimates, whichever is less.

B. The financial assistance shall be provided for development of new burial grounds and the following components are eligible for financial assistance:

- i. Construction of compound walls with gates, land leveling, laying internal roads and also providing amenities like water supply, toilets, shelter/ watchman quarter, lighting, cement benches land

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- ii. The financial assistance shall not exceed Rs.3.00 Lakhs per acre in rural areas and Rs.5.00 Lakhs per acre in urban areas or as per actual estimates, whichever is less.
- C. Applications shall be invited by the Andhra Pradesh State Christian (Minorities) Finance Corporation for grant of financial assistance for Burial Grounds once in a year with defined time line for the completion of the sanctioning procedures.
- D. Proposals for financial assistance shall be submitted by the Burial Ground Committees/ Village Panchayat/ Municipality to the MD, APSCMFC or the E.O. District Manager concerned in the Districts.
- E. The E.O District Manager shall make inspection and forward the proposals to the Managing Director, A.P. State Christian (Minorities) Finance Corporation with the approval / recommendation of the District Collector concerned. The M.D, APSCMFC, shall in turn forward the proposals to the Government for necessary administrative sanction.
- F. Funds are released to the District Collector, who implements the activity through the constituted Burial Ground Management Committee /Village Panchayat/ Municipality or as decided by the District Collector, and supervised by the Ex- officio District Manager, APSCMFC.
- G. However, in the case of requirement of additional funds for development, the Burial Ground Management Committee shall make efforts to dovetail from other schemes like MPLADS/ MLA Local Development Funds/ Municipality/ Rural Development etc or may raise contributions for the purpose.
- H. The Budget shall be allocated/released district wise on the prorata basis of Christian population by the Government as per the latest census, which shall be transferred to the Collector & District Magistrate concerned by the Managing Director, A.P. State Christian (Minorities) Finance Corporation.
- I. The Ex-officio District Manager shall facilitate the application process, supervise and coordinate till the completion of the execution of the work. The E.O.D.M is responsible for submission of utilization certificates to the Head Office for the accounting and audit purpose.
- J. The financial assistance shall be sanctioned once in a period of five years only and no financial assistance shall be given within five years. There must be a gap of five years between two sanctions.
- K. Every Proposal shall be submitted along with the following attested documents in triplicate:
1. Application, list of members, resolution of Burial Ground Management Committee.
 2. Registration of the Burial Ground Management Committee (optional).
 3. Revenue Record of the Land for Burials /Ownership Details/ Sale Deed/ etc.
 4. Site Plan and Line Estimates authorised by Mandal/ Municipal Engineer.

L. Constitution of Burial Grounds Management Committee:

Chairman	::	The Municipal Commissioner / MPDO. One of
Convener	::	Parish Priest/ Pastor/ Presbyterian.
Members	::	1. (1) member from the Independent Churches. 2. (1) member from the District Committee of PM's New 15 Point Programme / District Burial Grounds Advisory Committee. 3. Municipal/ Mandal Engineer, Revenue Officer belonging to the Community

In due course of time, the Committee may be strengthened and registered as a Society to take care of the maintenance of the Burial Ground.

- M. The Burial/ Death Records shall be maintained as per the rules of the Government in force.
- N. The Management Committee may decide upon levying user charges for the regular maintenance of the Burial ground.
- O. Wherever the Burial Grounds Management Committees are not constituted the E.O District Manager, APSCMFC/ Village Panchayat / Municipality shall make efforts to form the same and get them registered under Society Act/ appropriate laws.
4. The above guidelines shall come into force immediately and shall be followed scrupulously by all the concerned.
5. The Managing Director, A.P. State Christian (Minorities) Finance Corporation, Hyderabad shall take necessary action for preparing uniform formats for the resolution of the Burial Grounds Committee as well as the application for sanction of financial assistance and communicate to all the concerned.

I.RANI KUMUDINI
PRINCIPAL SECRETARY TO GOVERNMENT

To
The Managing Director,
A.P. State Christian (Minorities) Finance Corporation, Hyderabad.
All the District Collectors in the State.

Copy to:

The P.S to M(MW).
The P.S. to Principal Secretary, M.W.
The P.A. to Joint Secretary, MW.
Sc/sf

// FORWARDED :: BY ORDER//


SECTION OFFICER

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