

प्रति,

मुख्य कार्यकारी अधिकारी,  
जिल्हा परिषद (सर्व).

विषय :- प्रधानमंत्री आवास योजना-ग्रामीण करीता ग्राम विकास विभाग, भारत सरकार, नवी दिल्ली यांच्याकडून प्राप्त झालेल्या सुचनेनुसार कार्यवाही करणेबाबत.

उपरोक्त विषयान्वये कळविण्यात येते की, प्रधानमंत्री आवास योजना ग्रामीण-अंतर्गत ग्राम विकास विभाग, भारत सरकार, नवी दिल्ली यांच्याकडून प्राप्त झालेल्या सुचनांचा तपशील पुढील कार्यवाहीस्तव सोबत जोडल्या आहेत.

अ.क्र.	दिनांक	विषय	कार्यवाही
१	१३/१२/२०१९	Unwilling beneficiaries of PMAY-G Procedure to be adopted for dealing with the cases.	प्रआयो-ग्रा. अंतर्गत जे लाभार्थी घरकुल बांधण्यास इच्छुक नाही. अशा लाभार्थ्यांसंदर्भात सदर पत्रान्वये आपल्या स्तरावरुन योग्य ती कार्यवाही करण्यात यावी.
२	०४/०२/२०२०	Display of Permanent Waitlist of PMAY-G on public building in the Gram Panchayat.	सदर पत्रान्वये आपल्या स्तरावरुन योग्य ती कार्यवाही करण्यात यावी.
३	१०/०२/२०२०	Death of beneficiaries under PMAY-G Procedure to be adopted for dealing with the cases.	प्रआयो-ग्रा. अंतर्गत जे लाभार्थी मयत आहेत. या संदर्भात सदर पत्रान्वये आपल्या स्तरावरुन योग्य ती कार्यवाही करण्यात यावी.
४	२५/०२/२०२०	Permanent and temporary migration of beneficiaries of PMAY-G after preparation of permanent Wait List - Procedure to be adopted for dealing with the cases.	कायमस्वरुपी व तात्पुरत्या स्थलांतरीत आणाऱ्या लाभार्थ्यांसंदर्भात, सदर पत्रान्वये आपल्या स्तरावरुन कार्यवाही करण्यात यावी.

वरील सूचना आवास सॉफ्ट (<https://pmayg.nic.in>) या वेब साईटवर Circulars मध्ये उपलब्ध आहेत. तरी उपरोक्त प्राप्त झालेल्या सूचने प्रमाणे कार्यवाही करणेबाबत आपल्या स्तरावरुन सूचना निर्गमित कराव्यात.

आर.बी.शर्मा (भा.प्र.से.)

संचालक,

राज्य व्यवस्थापन कक्ष-ग्रामीण गृहनिर्माण

प्रत : प्रकल्प संचालक, जिल्हा ग्रामीण विकास यंत्रणा (सर्व) यांना कार्यवाहीस्तव.



**J-11060/07/2017-RH(M&T)-Part(4)**  
**Government of India**  
**Ministry of Rural Development**  
**Department of Rural Development**

**Krishi Bhawan, New Delhi**  
**Dated : 12<sup>th</sup> December, 2019**

To

The Additional Chief Secretary / Principal Secretary/Secretary  
Department of Rural Development (dealing with PMAY-G),  
All States / UTs

Subject : Unwilling beneficiaries of PMAY-G –Procedure to be adopted for dealing with the cases – Reg.

Sir/ Madam,

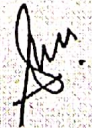
I am directed to say that several references have been received from State / UT Governments with regard to the procedure to be adopted in dealing with the cases relating to beneficiaries who are unwilling to construct houses under PMAY-G. The matter has been examined in the Ministry of Rural Development and it was decided to consult States / UTs with regard to the documents that are required and the process to be adopted for dealing with such beneficiaries. Accordingly, comments / suggestions were sought from all States / UTs with regard to the procedure to be adopted for dealing such cases.

2. The comments / suggestions received from States / UTs have been examined in detail in the Ministry and it has been decided to adopt the following procedure to deal with the cases relating to beneficiaries who are unwilling to construct houses under PMAY-G.

A. The following scenarios / categories have been identified in so far as unwilling beneficiaries are concerned:

- i. Single persons women/Men above 65 years
- ii. Financially poor
- iii. In-sufficient unit cost.
- iv. Permanent migration
- v. Beneficiary not-traceable
- vi. Beneficiary not willing to construct house at present
- vii. Site dispute/Joint property/Court cases.
- viii. Beneficiary living in sensitive areas (viz LWE affected areas etc.) and unable to construct the house
- ix. Beneficiary not interested in construction of the house.
- x. Beneficiary residing in Reserve Forest
- xi. Landless beneficiary who had been allotted land and does not want to shift to the new place and hence unwilling to construct the house
- xii. Any other scenarios for unwilling beneficiaries

B. The procedure to be adopted in respect of each of the scenario is as follows:





- i. In respect of scenarios - **Single persons Women/Men above 65 years**, such households should not be deleted from the PWL. They should be sensitized and proper handholding needs to be provided by the ground level officials for construction of the house. Further, as per para 5.5.2 of the Framework for Implementation of PMAY-G construction of houses of such households shall be taken up as a part of Mason Training programme. In case there are still some beneficiaries left out, the State Government will ensure that they are assisted through the Gram Panchayats or ground functionary to get their house constructed.
- ii. **Financially poor and in-sufficient unit cost** such households should not be deleted from the PWL. They should be sensitized and proper handholding needs to be provided by the ground level officials for construction of the house.
- iii. In respect of scenarios - **Permanent migration, beneficiary not-traceable, not willing to construct house at present and Site dispute/Joint property/Court cases** should not be considered for deletion from the PWL. The State / UT Government may identify the Gram Panchayats where such cases exist and organise the Gram Sabha of the respective Gram Panchayat for re-verification of the PWL prepared. The Gram Sabha during the meeting may review such cases and re-prioritize the PWL by placing such households at the end of the PWL. So that allotment of houses to such beneficiaries can be made at a later date. Gram Sabha resolution re-prioritising the PWL needs to be uploaded on AwaasSoft and the priority in the PWL may be changed accordingly. Requisite provisions would be made in AwaasSoft accordingly.
- iv. In respect of scenario - **beneficiary living in sensitive areas (viz LWE affected areas etc.)** and unable to construct the house, such cases should not be deleted from the PWL. The State / UT should provide requisite support and ensure that such households construct the houses under PMAY-G.
- v. In respect of scenario - **beneficiary not interested in construction of the house**, the exact reason for not showing interest in construction of the house needs to be ascertained. Based on the exact reason, the cases if they fall in any one of the identified scenario action may be taken accordingly. However, if the cases does not fall in any one of the identified scenario, the matter may be referred to Ministry of Rural Development.
- vi. In respect of scenario - **beneficiary is residing in reserve forest**, if the beneficiary is not given forest right to construct a dwelling on the forest land they cannot construct PMAY-G house on forest land. The name of such beneficiaries cannot be deleted from the PWL and alternative site may be provided by the State Govt.
- vii. If the **beneficiary residing in reserve forest is provided alternative land** and is not willing to shift to the new place and hence does not want to construct a house, such beneficiaries can be deleted from the PWL. The procedure to be adopted for deletion of such households is as follows :-
  - (a) The following documents needs to be obtained :-
    - i. Document allotting land to the beneficiary
    - ii. A declaration from the beneficiary and his/her family members that he/she does

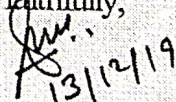


- not want to construct the house in the land allotted to him/ her and leaves his / her right to get benefit from rural housing scheme in future.
- iii. Gram Sabha resolution indicating that the household is residing in forest land and is not willing to construct the house in the alternative land allotted to him.
  - iv. An order from the revenue authority that the land allotted to the beneficiary had been cancelled as he is not willing to construct the PMAY-G house in the allotted land.

(b) Process that would be incorporated in AwaasSoft for deletion is as follows:

- i. The process of deletion of the name should initiate at the Block level.
  - ii. The official at the block level while initiating the process, upload the documents mentioned above in AwaasSoft and propose for deletion of name of the households from the PWL.
  - iii. The proposal initiated at the block level need to be recommended at the District level using their login ID and approved at the **State Level (through an OTP)** and the name of the beneficiary would be deleted from the PWL.
- viii. In respect of scenario - **Landless beneficiary who had been allotted land** and does not want to shift to the new place and hence unwilling to construct the house, such households can be deleted from the PWL by following the process mentioned at 2(B)vii above.
- ix. If there are any **other scenarios for unwilling beneficiaries**, the matter may be referred to Ministry of Rural Development.
- x. In respect of the unwilling households whose name had been deleted from the PWL and to whom assistance had been paid for construction of the house, the amount can be recovered using the Remand Module. Requisite provision for the same would be made in the module.
3. The above procedure prescribed may be adopted by States / UTs in dealing with the cases relating to beneficiaries who are unwilling to construct houses under PMAY-G.

Yours faithfully,

  
AS  
13/12/19  
(Shailesh Kumar)

Deputy Secretary (Rural Housing)  
Email: shailesh.kumar83@nic.in



F. No. J-11060/48/2017-RH  
Government of India  
Ministry of Rural Development  
Department of Rural Development  
(Rural Housing Division)

Krishi Bhawan, New Delhi  
Dated: 4th February, 2020

To

The Additional Chief Secretary/Principal Secretary/Secretary  
Of all States dealing with PMAY-G

**Subject: Display of Permanent Waitlist of PMAY-G on public buildings in the Gram Panchayat – reg.**

Sir/Madam,

Please refer to D.O. letter No. J-11012/40/17/IEC dated 22.08.2017 and subsequent letters of even number dated 13.09.2017 and 17.04.2018 on the above cited subject. In this connection, it is stated that Pradhan Mantri Awaas Yojana – Gramin – (PMAY-G) emphasizes on transparent selection process that includes step by step process of identification, selection of eligible beneficiaries and creation of Permanent Wait List of PMAY-G. Under the scheme, it is necessary that the States/UTs upload the Permanent Wait List (PWL) of PMAY-G on AwaasSoft and the same is being monitored through Performance Index dashboard.

2. Further, the States/UTs were advised, vide above said communications, to display the village-wise list of PWL on flex boards or to paint on walls of public buildings or disseminate using other means of IEC in the Gram Panchayats. It was also stated that such list may also be announced in the village before convening Gram Sabha to spread awareness among the beneficiaries of their rights and entitlements.

3. The objective of displaying the Permanent Wait List on public buildings etc. is transparency, i.e. to make the names in the Permanent Wait List public, so that unscrupulous elements do not take advantage of it.

4. It is worthwhile to mention that the Ministry is actively considering inclusion of PWL display on public buildings etc. as one of the parameters in the performance index dashboard.

5. It is, therefore, requested to kindly issue suitable instructions to the field functionaries to ensure compulsory display of PWL on public buildings etc.

Yours faithfully

  
(Gaya Prasad)

Deputy Director General (RH)

011-23388431

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Copy to: The Directors of all States/UTs dealing with PMAY-G.

J-11014/01/2016-RH  
Government of India  
Ministry of Rural Development  
Department of Rural Development

Krishi Bhawan, New Delhi  
Dated: 10<sup>th</sup> February 2020

To,

The Additional Chief Secretary / Principal Secretary/Secretary  
Department of Rural Development (dealing with PMAY-G),  
All States / UTs.

**Subject :Death of beneficiaries under PMAY-G –Procedure to be adopted for  
dealing with the cases – Reg.**

Sir/Madam,

I am directed to say that several references have been received from State / UT Governments with regard to the procedure to be adopted in dealing with the cases relating to death of beneficiaries under PMAY-G. The matter has been examined in the Ministry of Rural Development and it was decided to consult States / UTs with regard to the documents that are required and the process to be adopted for dealing with such cases.

2. The comments / suggestions received from States / UTs have been examined in detail in the Ministry and it has been decided to adopt the following procedure to deal with the cases pertaining to death of beneficiaries under PMAY-G.

3. The following scenarios are identified in so far as PMAY-G deceased beneficiaries are concerned :-

3.1. Deceased beneficiary having family /nominee but not reflected in SECC household ID or the family details are showing as unknown.

The procedure to be adopted is as follows:-

3.1.1. The following documents need to be obtained :-

- i. Death certificate of the deceased beneficiary to be obtained from Competent Authority
- ii. Screenshot of SECC data showing that the deceased beneficiary has no family against his SECC ID.
- iii. Legal Heir Certificate of family members from the competent authority in the State / UT. The legal heir so certified should be a dependent of the deceased beneficiary (except in the case of wife / husband of the deceased beneficiary)





- iv. If there are more than one Legal Heir, a letter of consent / NOC from the legal heirs that the house can be allotted to a particular legal heir (except in the case of wife / husband of the deceased beneficiary).
- v. Gram Sabha resolution stating that the selected person is in the legal heir list, is dependent on the deceased beneficiary, and PMAY-G house may be allotted him in lieu of the deceased beneficiary.

3.1.2. Process that would be followed / incorporated in AwaasSoft for allotment of PMAY-G house to the legal heir in lieu of deceased beneficiary.

- i. The process will be initiated at the Block level.
- ii. The designated official at the block level upload the documents mentioned at Point I on AwaasSoft and proposes the name of the legal heir in lieu of the deceased beneficiary.
- iii. The official also captures all the details of the legal heir (Details that are required at the time of registration of the beneficiary including bank details) on AwaasSoft.
- iv. The proposal initiated at the block level need to be recommended at the District level using their login ID and approved at the **State Level (through an OTP)** wherein after the approval the name and other details of the legal heir would be replaced in place of the deceased beneficiary in AwaasSoft.

3.2.. Deceased beneficiary having no legal heir - family /nominee.

- a. In case no payment is made to the beneficiary
- b. In case payment is made to the beneficiary and no construction was started
- c. In case payment is made to the deceased beneficiary and construction started and the house is yet to complete

The procedure to be adopted is as follows:-

3.2.1. The following documents need to be obtained :-

- i. Death certificate of the deceased beneficiary to be obtained from Competent Authority
- ii. Screenshot of SECC data showing that the deceased beneficiary has no family against his SECC ID.
- iii. Gram Sabha resolution stating that the name of the deceased beneficiary can be deleted from the PWL.

3.2.2. Process to be followed after the documents have been obtained

- i. After the resolution, a notice inviting objections on the resolution maybe placed on the notice board of the Gram Panchayat for a period of seven days and a window period of fifteen days would be provided for submission of objections .
- ii. Such objections can be submitted to the official at the Block viz., BDO or equivalent as designated by the State Government. The objections may also be collected by any village level functionary/official appointed by the State/UT and thereafter forwarded to the Designated Authority.



- iii. If no objection is received within the specified time, process may be initiated for deletion of the deceased beneficiary from the PWL
- iv. If any objection is filed, the official designated by the State / UT Government will hold an enquiry as per the procedure and within the time period prescribed by the respective State / UT Government and necessary action would be taken based on the outcome of the enquiry.

3.2.3. Process that would be followed / incorporated in AwaasSoft.

**a. In case no payment is made to the beneficiary**

- i. The process will be initiated at the Block level.
- ii. The designated official at the block level upload the documents mentioned at Point I on AwaasSoft and propose deletion of name of the deceased beneficiary from the PWL .
- iii. The official also ensures registration of the next senior most household in the PWL on AwaasSoft.
- iv. The proposal initiated at the block level need to be recommended at the District level using their login ID and approved at the State Level (through an OTP) wherein after the approval the name of the deceased beneficiary is deleted from PWL and the next senior most household in the PWL would be allotted house in lieu of the deceased beneficiary.

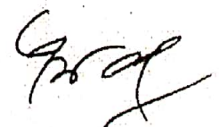
**b. In case payment is made to the beneficiary and no construction was started  
and**

**In case payment is made to the deceased beneficiary and construction started and the house is yet to complete**

- i. Process needs to be initiated at the village / block level for recovery of the amount due and credited into SNA.
- ii. If the land belongs to the deceased beneficiary and the amount paid to the deceased beneficiary could not recovered.
  - The land on which the house is proposed to be constructed may be allotted to the landless beneficiary, if any, in the village. The State / UT may frame guidelines for allotting land to the landless beneficiary.
  - In case the deceased beneficiary had started construction of the house, the land on which the house construction has been started may be allotted to the landless beneficiary, if any, in the village. The instalments that can be given to the landless beneficiary may be decided based on the stage of construction. The State / UT may frame guidelines for allotting land to the landless beneficiary.

**c. If the amount paid to the deceased beneficiary is recovered and the land had been allotted to him as he was a landless beneficiary**

- i. The land may be allotted to the landless beneficiary who is next in seniority, if any, in the Gram Panchayat.
- ii. If there are no landless beneficiaries in the village, the land may be taken over by the allotting authority.





iii. The process of deleting the name of the deceased beneficiary from the PWL as enumerated at para III (a) above would be followed in respect of scenarios (b) to (c).

3.3. Deceased beneficiary having minor family member and is reflecting in the SECC ID.

and

Deceased beneficiary having minor family member and is not reflecting in the SECC ID.

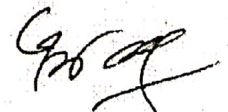
The procedure to be adopted for para 3.3 above are as follows:-

3.3.1. The following documents need to be obtained :-

- i. Death certificate of the deceased beneficiary to be obtained from Competent Authority
- ii. Date of birth certificate of the minor
- iii. Screenshot of SECC data showing that the deceased beneficiary has only minor family member against his SECC ID.
- iv. A guardian to the minor need to be identified and a certificate from the Competent Authority as decided by State / UT Government to be obtained that the person identified is the guardian of the minor/ minors. If no guardian is available, the Block / village official may act as a guardian for receiving assistance and completion of the house.
- v. A certificate from the guardian that the house should be allotted in the name of a particular minor
- vi. A certificate from the Gram Panchayat that the minor is the family member of the deceased beneficiary and is dependent on the deceased beneficiary. The certificate should also mention that the minor is in the care of the identified guardian and the assistance under PMAY-G can be transferred to the guardian of that particular minor identified.
- vii. If the minor family member and is not reflecting in the SECC ID of Deceased beneficiary, Minor family members of the deceased beneficiary has to obtain Legal Heir Certificate from the competent authority in the State / UT. The legal heir so certified should be a dependent of the deceased beneficiary.

3.3.2. Process that would be followed / incorporated in AwaasSoft for allotment of PMAY-G house to the minor family member of deceased beneficiary.

- i. The process will be initiated at the Block level.
- ii. The designated official at the block level upload the documents mentioned at Point I on AwaasSoft and proposes the name of the minor alongwith the Guardian in lieu of the deceased beneficiary.
- iii. The official also captures all the details of the minor / Guardian (Details that are required at the time of registration of the beneficiary including bank details) on AwaasSoft.
- iv. The proposal initiated at the block level need to be recommended at the District level using their login ID and approved at the State Level (through an OTP) wherein after the approval the name and other details of the legal heir would be replaced in place of the deceased beneficiary in AwaasSoft.





3.4. Deceased beneficiary having family members and are reflecting in the SECC ID.

The procedure to be adopted is as follows:-

If there is more than one family member to the deceased beneficiary as per SECC ID who are dependent on him, the members of the family to decide in whose name the PMAY-G house is to allotted (except in the case of wife / husband of the deceased beneficiary). Further, a document / NOC needs to be obtained from the other legal heirs that they have no objection in this regard.

3.4.1. The following documents need to be obtained :-

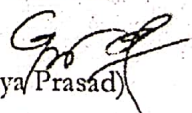
- i. Death certificate of the deceased beneficiary to be obtained from Competent Authority
- ii. Screenshot of SECC data showing the family details of deceased beneficiary against his SECC ID.
- iii. If there is more than one family member to the deceased beneficiary as per SECC ID who are dependent on him, a letter of consent / NOC from the legal heirs that the house can be allotted to a particular legal heir (except in the case of wife / husband of the deceased beneficiary).
- iv. Gram Sabha resolution stating that the selected person is in the legal heir list, is dependent on the deceased beneficiary, and PMAY-G house may be allotted him in lieu of the deceased beneficiary.

3.4.2. Process that would be followed / incorporated in AwaasSoft for allotment of PMAY-G house to the family member of deceased beneficiary.

- i. The process will be initiated at the Block level.
- ii. The designated official at the block level upload the documents mentioned at Point I on AwaasSoft and propose the name of the nominated family member in lieu of the deceased beneficiary.
- iii. The official also captures all the details of the nominated family member (Details that are required at the time of registration of the beneficiary including bank details) on AwaasSoft.
- iv. The proposal initiated at the block level need to be recommended at the District level using their login ID and approved at the **State Level (through an OTP)** wherein after the approval the name and other details of the nominated family member would be replaced in place of the deceased beneficiary in AwaasSoft.

4. The above procedure prescribed may be adopted by States / UTs in dealing with the cases relating to beneficiaries who have died after selected as beneficiary under PMAY-G.

Yours faithfully,

  
(Gaya Prasad)

Dy. Director General (Rural Housing)

Email: [gaya.prasad@nic.in](mailto:gaya.prasad@nic.in)

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Copy to: STD, NIC for making necessary provision in AwaasSoft.



J-11060/07/2017-RH(M&T)-Part(4)

Government of India  
Ministry of Rural Development  
Department of Rural Development

Krishi Bhawan, New Delhi  
Dated: 25th February, 2020

To

The Additional Chief Secretary / Principal Secretary/Secretary  
Department of Rural Development (dealing with PMAY-G),  
All States / UTs.

**Subject :** Permanent and temporary migration of  
beneficiaries of PMAY-G after preparation of Permanent Wait  
List – Procedure to be adopted for dealing with the cases – Reg.

Sir / Madam,

I am directed to say that references have been received from various State / UT Governments on how to deal with those PMAY-G beneficiaries who have either migrated permanently or temporarily. This matter has also been raised at different forums viz., video conference, PRC meetings etc.

2. In this connection, attention is drawn towards para 4.4.1 of the Framework for Implementation of PMAY-G wherein it is mentioned that if a household had permanently migrated, the Gram Sabha / Village Sabha or the lowest unit of Local Self Government as recognized by the respective State / UT Panchayat Act, shall delete the name of such household from the system generated priority list. Accordingly, all the households who have permanently migrated before preparation of Permanent Wait List are deleted from the list of eligible beneficiaries.

3. However, if the household had temporarily migrated or not traceable after preparation of the Permanent Wait List, the procedure that had been mentioned in the advisory issued by Ministry of Rural Development in respect of unwilling beneficiaries vide letter No. J-11060/07/2017-RH(M&T)-Part(4), dated 13<sup>th</sup> December, 2019 may be adopted which is reiterated as follows :-

"The State / UT Government may identify the Gram Panchayats where such cases exist and organise the Gram Sabha of the respective Gram Panchayat for re-verification of the PWL prepared. The Gram Sabha during the meeting may review such cases and re-prioritize such households and place them at the end of the PWL, so that allotment of houses to such beneficiaries can be made at a later date. Gram Sabha resolution re-prioritising the PWL needs to be uploaded on AwaasSoft and the priority in the PWL may be changed accordingly. Requisite

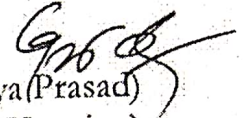
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provisions would be made in AwaasSoft accordingly.”

4. The above procedure may be adopted by States / UTs in dealing with the cases relating to beneficiaries of PMAY-G who have temporarily migrated or permanently migrated or not traceable after preparation of the Permanent Wait List.

Yours faithfully,



(Gaya Prasad)

Dy. Director General (Rural Housing)

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Copy to : DDG, NIC RD for information and necessary action.