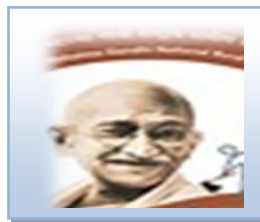


HANDBOOK ON RURAL DEVELOPMENT PROGRAMMES

CONTENTS

Sl. No	Topic	Page No.
1.	MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT GUARANTEE ACT (MGNREGA)	3-18
2.	PRADHAN MANTRI AWAAS YOJANA (G)	19-28
3.	NATIONAL RURAL LIVELIHOOD MISSION - AAJEEVIKA	29-33
4.	NATIONAL RURAL-URBAN MISSION (NRuM)	34-42
5.	CHIEF MINISTERS ADARSH GRAM YOJANA	43-44
6.	FARM CLUSTER SCHEME	45-46
7.	NUTRITIONAL KITCHEN GARDEN SCHEME	47
8.	DEEN DAYAL UPADHYAYA – GRAMEEN KAUSHALYA YOJANA	48-55
9.	NATIONAL SOCIAL ASSISTANCE PROGRAMME (NSAP)	56-60
10.	SAANSAD ADARSH GRAM YOJANA (SAGY)	61-64
11.	SOCIAL AUDIT (PEOPLES AUDIT)	65-71



CHAPTER - 1

Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA)

Q. What is the background of MGNREGA?

Ans: On account of the poor performance of erstwhile poverty alleviation programmes launched by MoRD, GoI viz., Rural Livelihood Employment Guarantee Programme (RLEGP), Employment Assurance Scheme (EAS), and National Food for Work Programme (NFFW). A consensus has been reached after many rounds of brainstorming in the country for the promulgation of an Act called MGNREGA in September 2005. The Act was dedicated to the Nation on 2nd February 2006 and was implemented in a phased manner throughout the Country.

Q. What is mandate under MGNREGA?

Ans: The Act is meant to provide for the enhancement of livelihood security of the households by providing at least 100 days of guaranteed wage employment in every financial year to every rural household whose adult members volunteer to do unskilled manual work.



Q. What are the Core-Objectives of MGNREGA?

Ans: The core objectives of the MGNREGA are:

- i) Providing not less than 100 days of unskilled manual work as guaranteed employment in a financial year to every household in rural areas as per demand, resulting in the creation of productive assets of prescribed quality and durability;
- ii) Strengthening the livelihood resource base of the poor;
- iii) Proactively ensuring social inclusion; and
- iv) Strengthening Panchayat Raj Institutions.

Q. What are the eligibility criteria to avail MGNREGS?

Ans: The household members whose age is more than 18 years and who reside in the rural areas are eligible for at least 100 days of guaranteed wage employment in a financial year.

Q. How can you apply for employment under MGNREGS?

Ans: To employ under MGNREGA one should get themselves registered under MGNREGA in the GP/BDO Office and get JOB Cards issued.

Q. What is a Job Card?

Ans: JC is an Entitlement Card issued to households for applying job/work under MGNREGA. Model of JC is given here in the picture.

The image shows the front side cover page of a Job Card. At the top, it says 'FRONT SIDE COVER PAGE' and 'GENERAL CATEGORY'. Below this, the title 'MAHATMA GANDHI NATIONAL RURAL EMPLOYMENT GUARANTEE ACT' is displayed. The card features a portrait of Mahatma Gandhi on the left and a 'STATE LOGO' box on the right. The central text reads 'JOB CARD'. Below this, there is a 'JOB CARD NO.' field with a grid for digits, followed by 'GENERAL CATEGORY'. A QR code is located on the right side. The card contains several fields for personal and project information: 'NAME OF THE HEAD OF HOUSEHOLD', 'ISSUE DATE', 'CATEGORY', 'ADDRESS', 'VILLAGE', 'GRAM PANCHAYAT', 'BLOCK', 'DISTRICT', and 'SECC TIN NO. (if available)'. The card is yellow with a blue border.

Fig. 2. Job Card

Q. What documents are required to get the JC?

Ans: The documents required for Job Card are:

1. Birth Certificate/proof of age;
2. Ration Card;
3. Photographs

The image shows a model of a Citizen Information Board (CIB). It is a yellow board with a blue border and a blue header. The header contains the text 'Mahatma Gandhi National Rural Employment Guarantee Act' and a 'State Logo' box. The board lists various project details: 'Name of the work:', 'Work ID:', 'Project Estimate: (in Lakhs)', 'Start date of work:', 'End date of work:', 'Labour and Material Component: (in Rupees)', 'Number of Person Days: (Planned and Generated)', 'Unit of measurement: (Dimensions/Area/Length/Km etc.)', 'Daily wage rate: (in Rupees)', 'Name of Executing Agency:', 'Name and Contact: (Lokpal/Ombudsman/Social Audit Unit/Toll free no. for grievance redressal, if available)'. A diagram on the right indicates a height of '≥ 5 ft' and an angle of '20°'. The board is labeled 'Fig. No. 3. CIB' at the top.

Fig. No. 3. CIB

Q. What do you understand by the CIB?

Ans: CIB stands for Citizen Information Board. CIB is one of the main IEC tools to display the basic and important information about a particular project under MGNREGA.

Q. What do you understand by 7 Registers?

Ans: It is a mandatory set of Registers to record details of MGNREGA works in a simple, easy, and effective manner. Earlier, an average of 22 registers was being used across the states/UTs. The Ministry simplified and minimized the number of Registers to be maintained at the Gram Panchayat level to enable the Gram Rozgar Sahayak to spend their time effectively and gainfully.

Q. What are the objectives of minimizing the number of registers into 7?

Ans: The main objective of modification of Seven Registers is:

1. Proper record maintenance;
2. Clarity and simplicity;
3. Minimum number of records;

Q. What are the functions of these 7 registers?

Ans: The function and utilities of 7 registers are:

Register –I

- ❑ A Job Card Registration
- ❑ Job card Application
- ❑ Job Card Issue
- ❑ Household Employment

Register –II: Gram Sabha and Social Audit Sabha

Register –III: Demand, Allocation, and Payment of Wages

Register –IV:

- ❑ Part-A Works Register
- ❑ Part-B Work-wise detail

Register –V: Fixed Asset Register

Register –VI: Complaint Register

Register –VII:Material Register

Q. What do you understand by Work file/Case Records?

Ans: It is a physical file maintained for each project under MGNREGA Where all relevant documents and records are filed into the case record/work file.

Q. What is the importance of Work file/Case Records in the implementation of MGNREGA?

Ans: The Case records enable to review, monitor, and audit the implementation of the project/work during the implementation stage and also after its completion. It is also like a checklist with details of all the essentials documents to be incorporated in the Work File that has been formulated.

More importantly, if work file/case records are properly maintained, the functionaries need not worry about review by higher authority, external and internal monitoring visit and is a readymade document for replying to RTI applicants at any time.

Q. What are the goals of MGNREGA?

Ans: The Goals of MGNREGA are:

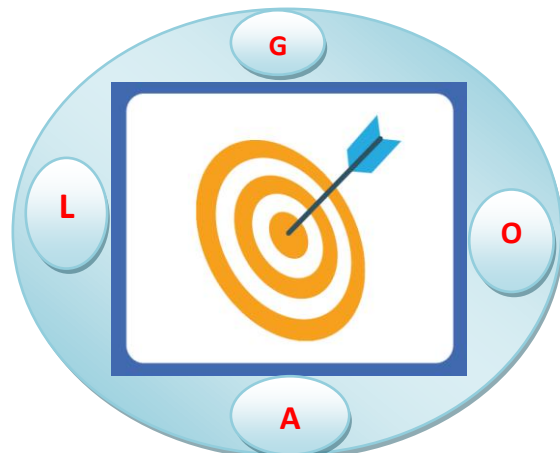


Fig. 4. Goal of MGNREGA

- i) Social protection for the most vulnerable people living in rural India by providing employment opportunities.
- ii) Livelihood security for the poor through the creation of durable assets, improved water security, soil conservation, and higher land productivity
- iii) Drought-proofing and flood management in rural India
- iv) Empowerment of the socially disadvantaged, especially women, Scheduled Castes (SCs) and Schedules Tribes (STs), through the processes of a rights-based legislation
- v) Strengthening decentralized, participatory planning through the convergence of various anti-poverty and livelihoods initiatives
- vi) Deepening democracy at the grass-roots by strengthening Panchayati Raj Institutions
- vii) Effecting greater transparency and accountability in governance.

Thus, MGNREGA is a powerful instrument for ensuring inclusive growth in rural India through its impact on social protection, livelihood security, and democratic empowerment.

Q. What is non-negotiable under MGNREGS?

- Ans: i) Wage material ratio should invariably be maintained 60:40 at GP Level;
- ii) Works executed shall be done without engaging any contractor and machine; however, machines like soil compactor, boring, etc. can be used for specific works.
- iii) Equal wages to all without any gender bias, based on the quantity of work done;



Q. What are the Rights to Entitlement under MGNREGS?

Ans: The rights to entitlement under MGNREGS are:

- ✓ Every rural household whose adult is willing to do work under MGNREGA has a right to get a Job Card;
- ✓ Every rural HH have a right to get 100 days unskilled wage employment in a financial year;
- ✓ Wage seekers have a right to get a job as per their necessity;
- ✓ Right to claim unemployment allowances if employment is not provided within 15 days from the date of application received;
- ✓ Receiving payment within 15 days from the closer of muster roll; if not paid he/she has the right to claim delay payment compensation @0.05% of the unpaid wages per day.
- ✓ Right to complain, grievance and seek their disposal within a stipulated period;
- ✓ Right to compensation, in case of an accident at the worksite.

Q. What are the entitlements under MGNREGA/Worksite facilities?

Ans: The Entitlements under MGNREGA are:

- ✓ Safe drinking water at the worksite;
- ✓ Shade for wage seekers at the worksite;
- ✓ First Aid-box with required medicines;
- ✓ Engage caretaker to look after children of wage seekers in case of many children below 5 years accompanying the women working at a site are five or more;
- ✓ Travel allowance if the worksite is beyond 5 km from the resident of wage seekers.
- ✓ Ex-gratia payment in case of death or permanent disability due to an accident while working under the programme; and
- ✓ Medical treatment, if injured during work at the site.

Q. What is a Muster roll?

Ans: The muster roll is the basic important document to capture the daily attendance of the wage seekers who attended to work under MGNREGS.

Q. How the muster roll is maintained?

Ans: Muster roll is maintained in the following ways:

1. Each master roll shall be printed in local language and have a unique identity number, it should be electronically generated by the Computer System (e-Muster) along with the list of workers applied/demanded work;
2. Muster rolls should be authorized by the PO and issue to GPs within 3 days from the date of demand of works;
3. Muster rolls should be available and maintained at the worksite and subject to check at any time by supervising officers.
4. Muster roll shall be maintained at the worksite by Mate for marking attendance daily;
5. The muster roll may be for a week or fifteen days depending on the convenience;
6. The wage seeker-wise daily attendance may be uploaded electronically wherever the systems are in place.

Q. What are the permissible works under MGNREGS (Acts)?

Ans: PERMISSIBLE WORKS UNDER MGNREGS:

Category	Projects	Works
Category-A: Public Works relating to Natural Resource Management	Water conservation	Underground dykes, Earthen dams; Stop Dams, Check dams.
	Watershed management works	Contour trenches; Terracing, Contour bunds, Stone checks, Gabion structures and spring shed development works.
	Micro and Minor Irrigation Works	Improvements to existing channels; De-silting of channels and feeder channels; Renovation and maintenance of irrigation canals and drains.
	Traditional Water Bodies	De-silting of irrigation tanks; De-silting of check dams and other water bodies.
	Afforestation	Tree Plantation; Plantations in forest lands; Plantation in road margins; canal bunds, tank foreshores and coastal belts duly providing the right to usufruct to the poor and vulnerable households.
	Land Development Works in Common Lands	Contour trenches; Staggered trenches;

		Contour bunds; Percolation tanks; Farm ponds.
Category-B: Individual Assets for vulnerable Households	Improving productivity of lands	Land Development Projects; Suitable infrastructure for irrigation including dug wells, farm ponds and other water harvesting structures;
	Improving Livelihood Through	Horticulture Plantation in individual lands; Sericulture; Plantation and farm forestry.
	Development of fallow or wastelands	Encourage vulnerable HH to cultivate in fallow lands by providing necessary support.
	Unskilled Components in construction of Houses	The construction of PMAY houses can be used for unskilled labor work.
	Creating Infrastructure for the promotion of livestock	Construction of Poultry shelter, Construction of Goat shelter, Piggery shelter, Cattle shelter and fodder troughs.
	Creating infrastructure for the promotion of Fisheries	Construction of fish drying yards, storage facilities; Promotion of fisheries in seasonal water bodies on public lands.
Category C: Common Infrastructure for NRLM Compliant Self Help Groups	Works for promoting Agricultural Productivity	The durable infrastructure required for bio-fertilizers; Construction of Pucca storage facilities for agricultural produce- Post-harvest facilities.
	Common Work sheds for livelihood activities of SHGs	Construction of Common collection centers; Construction of common production centers; Construction of SHG production storage sheds.
Category D: Rural Infrastructure	Rural Sanitation	Individual household latrines; School toilet units; Anganwadi toilets; Solid and liquid waste management as per prescribed norms
	Providing All-weather Rural Road Connectivity	Construction of rural road to unconnected villages; Construction of link roads to connect identified rural production centers to the existing Pucca road network; Construction of Pucca Internal Roads or streets including side drains and culverts within a village.
	Construction of Play Fields	
	Works for improving Disaster	Construction of Flood control and

	Preparedness of Restoration of roads and other essential public infrastructure.	protection works; Providing drainage in waterlogged areas; Deepening and repairing of flood channels, chaur renovation; Construction of stormwater drains for coastal protection;
Category D: Rural Infrastructure	Construction of Buildings	Construction of Gram Panchayat Buildings; For Women SHGs; For Cyclone shelters; Construction of Village haats; Construction of Anganwadi centers; Construction of Crematorium at village or block level.
	Construction of Food Grain Storage Structures	
	Maintenance of Rural Public Assets Created under the Act.	

Q. What is the full form of GRS?

Ans: GRS stands for Gram Rozgar Sahayak.

Q. Who is GRS?

Ans: GRS is a person engaged under MGNREGS to look after and supervised the works, maintained muster rolls at the worksite, etc. A GRS should be engaged in every GP for the smooth implementation of MGNREGS.

Q. What is the full form of BFT?

Ans. BFT stands for Bare Foot Technician.

Q. Who are Barefoot Technicians?

Ans.

1. BFT is an educated youth identified and to be positioned after technical training;
2. BFT is a GP level Junior Technical Assistant to provide technical services in the implementation of MGNREGS works to create durable assets and smooth implementation of the programmes.

Q. What are the roles and responsibilities of PRIs in the implementation of MGNREGS?

Ans: Panchayats being elected body of the village have many roles to play such as:

A. Gram Sabha:

1. The Gram Sabha (GS) is the principal forum for wage seekers to raise their voices and make demands.
2. Recommends works to be taken up being final authority;
3. Monitor the execution of works within the GP;
4. It is the primary forum for the conduct of Social Audit.
5. It is a platform where all households seek and obtain all relevant information from all implementing agencies related to any works including MGNREGS taken place in their respective GPs.

B. Gram Panchayat (GP):

The GP is the main organ of planning at the grass-root level. It has many responsibilities:

1. Receiving applications for registration and verification of Job Cards
2. Issue Job Cards;
3. Receiving application for works;
4. Issuing dated receipts for these applications for works;
5. Allocating works within 15 days of applying for work;
6. Identification and planning of works, developing shelf of projects;
7. Forwarding of the project to PO level for scrutiny and preliminary approval;
8. Execution of works;
9. Maintaining the specified records;
10. Maintaining accounts and providing UCs in formats prescribed by Centre and State Govts.
11. Awareness generation and social mobilization;
12. Convening the GS for planning and conducting Social Audit;

C. Zilla Parishad Member/ZP:

1. Consolidation of annual block plans;
2. Adding any inter-block work that according to them will be a good source of employment;
3. Monitoring and supervision of MGNREGS in the district;
4. Carry out such other functions as may be assigned to it by the State Govt.

Q. Who are the frontline functionaries in the implementation of MGNREGS?

Ans: The key frontline functionaries are:

1. Working Mate;
2. Gram Rozgar Sahayak/Field Assistant;
3. BFTs
4. Gram Panchayat Secretary;
5. EO (RE)/APO;

6. Programme Officer (PO), 7. ADPC/DPC; 8. State Govt.;
9. MoRD; 10. CSO/NGO.

Q. What are the roles and responsibilities of Frontline Functionaries of MGNREGS?

Ans:

1. **Mate:** Mate is the working member of the wage seeker group who can read and write as a group leader with the following responsibilities
 - a. Demand for group works
 - b. Organize a group and organize them to worksite;
 - c. Maintaining daily muster roll at worksite and hand over it to RS and Pram Panchayat;
 - d. Update man-days in Job Card;
 - e. Distribute wage slip to the wage seekers;
 - f. Read out the names of attended members at the end of the muster week;
 - g. Assist GP/RS/BFT in planning, taking the measurement, and any other works of MGNREGS.
2. **Barefoot Technicians (BFTs):**
 - a. BFT is an educated youth identified and trained as a Technical Assistant to provide technical inputs in the implementation of MGNREGS works to create durable assets.
 - b. They have to perform mark-out of the site and measuring the work done;
 - c. Supervise the workers in the achievement of quality assets;
 - d. Helping the EO(RE)/TA in carrying out technical parts of the works under MGNREGA at GP Level.
3. **Rojgar Sahayak/Field Assistant:**
 - a. Assisting GPs in executing MGNREGS works in the village;
 - b. Overseeing the process of registration, distribution of job cards;
 - c. Facilitating Gram Sabha Meeting and Social Audit;
 - d. Ensuring the Mates attend work site and taking attendance etc.
 - e. Ensuring worksite facilities and updating Job cards regularly;
 - f. Maintaining all MGNREGS related registers at the GP Level;
 - g. Ensuring that all documents about MGNREGS are conveniently available for public scrutiny;
 - h. Supporting GPs in the organization of Rojzar Diwas and act as convenor of Rojzar Diwas;

- i. Facilitating the planning process at the village level for convergence as a part of the village resource group.

4. Computer Operators:

- a. All typing works as assigned by GPs;
- b. Keeping all relevant records as submitted by GPs on their behalf;
- c. Uploading of plans to MIS;
- d. Updating all reports in MIS;
- e. Printing of guidelines/Annual Master Circulars from Govt. website for GPs;
- f. Drafting of minutes on behalf of Secretary of GP.

5. Technical Assistant (TA)/: For every cluster of GPs a Technical Assistant shall be placed having diploma and degree in civil engineering/Agri/Horti of any other Science graduates

- a. Identification of works as per GS resolution;
- b. Take pre-measurements for preparation of estimates;
- c. Preparation of estimates for works in standard prescribed templates;
- d. Ensure attaining work quality;
- e. Maintaining measurement book;
- f. Mentoring GRS/BFTs on measurement and quality of works;
- g. Building technical capacities of mates, GRS and BFTs;
- h. Part of internal quality supervision team;
- i. Part of Village Resource Group to facilitates the planning process at the village level for convergence;
- j. Make available index maps and relevant records for review by any agencies.

6. Gram Panchayat Secretary: Unlike other states, in Arunachal Pradesh there exist no Gram Panchayat Secretaries. However, as per Ar. Pradesh MGNREGS Act Circle Officer is designated as Member Secretary of GP who are required to discharge their duties in addition to his normal duties:

- a. All duties entrusted by the GP;
- b. Supervise other functionaries;
- c. Perform such duties as Intermediate, District panchayats or the State Government may direct;
- d. Assist Panchayats in decentralized planning by adopting the PRA approach.

7. Programme Officer (PO): In Arunachal Pradesh Block Development Officers (BDO) has been designated as Programme Officer who will discharge their duties in addition to their normal duties:

- a. Ensure that anyone who applies for works gets employment within 15 days without fail;
- b. Assist GPs in planning and implementation of MGNREGS at GP level;
- c. Consolidating the GP plans into block plan after scrutiny and submitting it to District (ZP);
- d. Matching the plan with labor budget arising from works within the block plan;
- e. Frequent monitoring of the progress and implementation of the MGNREGS works;
- f. Ensure prompt and fair payment of wages to all laborers and payment of unemployment allowance in case of employment is not provided on time;
- g. Maintaining proper accounts of resources received, released, and utilized;
- h. Redressing grievances within Block;
- i. Ensure all accounts and records of implementing agencies such as Job Card register, employment register, work the register, Gram Sabha resolution, copies of sanctions (Administrative and technical or financial), work estimates, work commencement order, Muster roll issue, and receipt register, Muster Roll, wage payment acquaintance, materials, bills and vouchers, MB, Assets register, action is taken report on previous Social Audit, grievance and complaint registers.
- j. Ensuring any other documents that the Social Audit Unit requires to conduct the social audit process are properly collated in the requisite formats, and provide photocopies of all relevant documents as required by SAU.
- k. Setting of Cluster level facilitation team (CFTs) to provide technical support to GPs for planning and implementation of schemes;
- l. Liaison with Banks and Post Offices in opening up of every wage seekers and making timely payment/DBT of admissible wages on time;
- m. Liaison between GP and block and District for all correspondence and communication;
- n. Organize formal meetings with CSO involved in facilitating and implementation of MGNEGS.

8. Extension Officer (RE)/Panchayat Technical Assistant (PTA): Achievement of quality and quantity works and assets are the prime duties of such technical persons;

- a. Preparation of work estimates;
- b. Giving layout/mark out of works for construction

- c. Facilitate technical approval
- d. Monitor execution of work;
- e. Provide technical supervision during execution of work;
- f. Check to measure the measurements recorded in the Measurement Book (MB).

9. District Programme Coordinator (DPC): DPC is responsible for the implementation of the scheme in the district, following the provisions: made in the MGNREGA 2005 and rules and guidelines made there under:

- a. Project proposals receive from other implementing agencies for inclusion in District Plan;
- b. Accord timely sanction to build sufficient shelf of projects;
- c. Ensure that any new projects added at block and district levels are presented again for ratification and fixing priority by concern GS before the administrative sanction is accorded;
- d. Ensure timely release and utilization of funds;
- e. Review, monitor and supervise the performance of the POs and all implementing agencies;
- f. Ensure the First Information Report (FIR) is filed in every case in which there is prima facie evidence of misappropriation or financial irregularities;
- g. Appoint Project Implementing Agencies throughout the district, keeping in mind that at least 50% of the value of the PIAs need to be GPs;
- h. Carry out responsibilities as given in Schedule II related to grievance redressal, Coordinate, and IEC campaign for MGNREGS within the District Development Annual Plans for training and capacity building of various stakeholders within the district.
- i. Submit periodic progress and updates to the State Government;
- j. Ensure that Social Audits are done in all GPs once in six months and ensure follow up action on social audit reports;
- k. Ensure that all transactions including the issue of JCs, recording of work applications, allocation of work, generation of wage slips and Fund Transfer Orders (FTOs), entries relating to work performed, delayed payment of wages, and unemployment allowance are made.

10. Additional District Programme Coordinator (ADPC): A full-time ADPC exclusively for MGNREGS should look into the day to day activities of MGNREGS;

- a. Report day to day activities to DPC;

- b. Preparation of District Labour Budget;
- c. Managing MGNREGS Funds, Finance and Accounts;
- d. Planning of sufficient shelf of works for the district;
- e. Ensure timely payments of wages
- f. Attend to complaints and redressal of grievance;
- g. Regular reviews with BDO/Programme Officer and other implementing agencies;
- h. Regular monitoring and inspection of worksites;
- i. Ensure conduct of Social Audit and follow up action;
- j. Conduct training and capacity building of all MGNREGS staff in the district;
- k. Ensure transparency and accountability.
- l. Civil Societies and NGOs: Members of CSO and NGOs working at the Grassroots level can play a very significant role in the following ways:
 - m. Awareness generation among wage seekers and capacity building of GPs;
 - n. Help Govt. in planning, implementation, and Social Audit of MGNREGS,
 - o. SHGs can play a direct role in spreading awareness, organizing works accessing entitlements, and ensuring Social accountabilities;

11. Other important stakeholders include:

- a. Members of Social Audit Unit (SAU);
- b. Departments with whom MoU has been signed for convergence with MGNREGS viz. Ministry of Agriculture, Environment and Forest, Water resource, and Resource, Drinking Water and Sanitation, etc.

Q. How many hours one should work under MGNREGA in a day?

Ans: One should work a minimum of 8 hours a day. However, one can leave the worksite after completing the marked out assigned work before 8 hours.

Q. What is the notified wage rate under MGNREGA?

Ans: As per the latest notification the wage rate under MGNREGA for the state of Arunachal Pradesh is Rs. 212/- per day.

Q. What do you understand by Monitoring and Evaluation?

Ans: Monitoring is the systematic process of collecting, analyzing, and using the information to track a program's progress toward reaching its objectives and to guide management decisions.

Evaluation is the systematic assessment of an activity, project, programme, strategy, policy, topic, operational area, or institution's performance.

Q. What is the Monitoring and Evaluation process under MGNREGA?

Ans: The Monitoring process involves

1. At the village level, VMC and Gram Sabha monitor all works at the village level as well as employment provided to each household who has applied for work.;
2. The Programme Officer uploads the details in the prescribed proforma through the internet;
3. Monitor that the vulnerable section of the society are given preference and taken care of;
4. Project officials and PRI representatives should closely monitor the entire process of the programme right from planning to implementation;
5. The District Programme Coordinator monitors all aspects of implementation.
6. The DPC should monitor that Social Audits are invariably be conducted in every GP by SA;
7. SEGC develops its evaluation system in collaboration with research institutions or other agencies.

Q. Who will do the monitoring of MGNREGA activities?

Ans: Following agencies shall do the monitoring of MGNREGA works:

1. The Social Audit Unit of the State;
2. Visiting MoRD personnel;
3. Representatives from the State RD department,
4. District Programme Coordinator (DPC) and District Panchayat
5. Gram Sabha Members, and
6. Village Monitoring Committee (VMC).

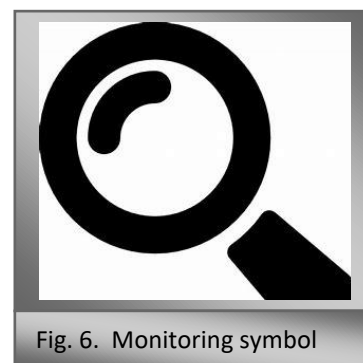
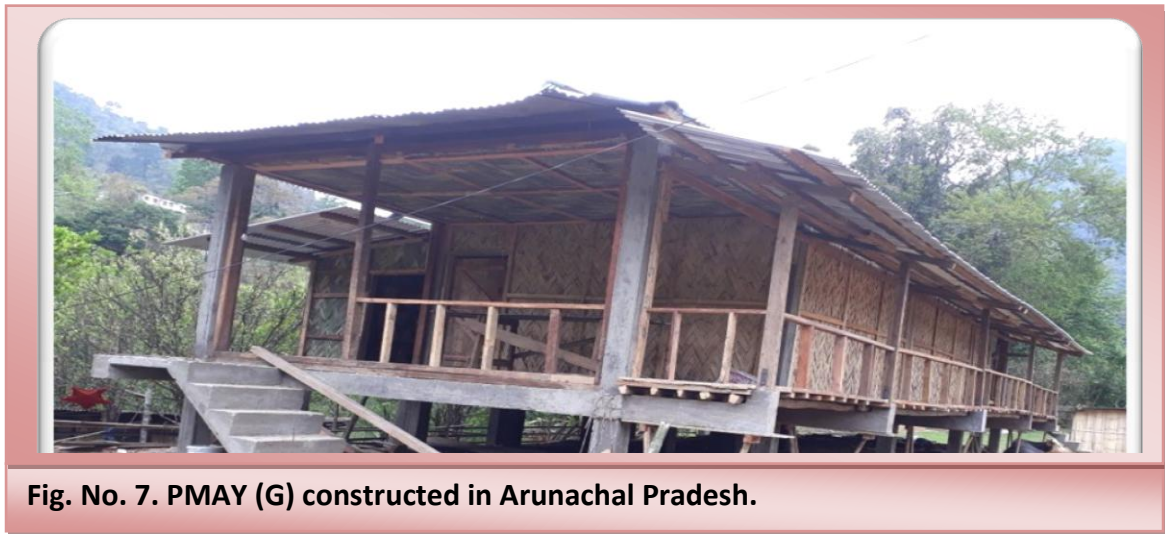


Fig. 6. Monitoring symbol

CHAPTER - 2

PRADHAN MANTRI AWAAS YOJNA (G)



Q. What is the full form of PMAY (G)?

Ans: The full form of PMAY (G) is Pradhan Mantri Awas Yojana (Grameen).

Q. What is the background of PMAY (G)?

Ans: The journey of PMAY (G) from a mere housing loan programme to subsidize the programme for the poor are:

1. Community Development Programme (1957) a Village Housing Programme providing up to Rs. 5000/- per Unit.
2. National Rural Employment Programme (NREP) 1980;
3. Rural Landless Employment Guarantee Programme (1983) allowing construction of Houses for SC/ST and Freed Bonded Labourers;
4. IAY as sub-programme of NLEGP (1985);
5. JRY (1993-94) construction of houses for SC/ST continued;
6. IAY 1st Jan 1996 addressing the Housing needs of BPL Households;
7. PMAY(G) phase-I, 1st April 2016-17 to 2018-19;
8. PMAY (G) phase-II 2019-20 to 2021-2022 with the objective of Housing for all.

Q. What are the aims and Objectives of PMAY (G)-II?

Ans: The aims and objectives of PMAY (G)-II are:

1. PMAY-G aims to provide a Pucca house with basic amenities to all houseless and households living in kuccha and dilapidated houses by 2022.
2. The key objective is to build 2.95 crores Pucca houses in rural India by March, 2022.
Phase-I- 1.00 Crore households living in a kuccha house/dilapidated houses in three

years from 2016-17 to 2018-19 and 1.95 Crore houses from 2019-2022 by 2022 for construction of quality houses.

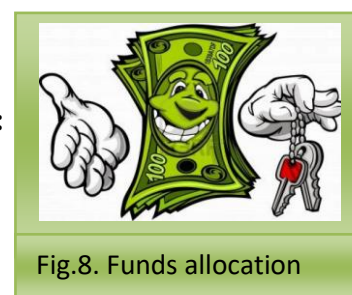
Q. What are the Salient Features of PMAY-G?

Ans: The salient features of MPAY-G are:

1. Housing for all by 2022 assisting with the construction of 1.95 crores houses in rural areas over 3 years from 2019-20 to 2021-22.
2. The minimum unit (house) size enhanced from the existing 20 sq. mt. to 25 sq. mt including a dedicated area for hygienic cooking.
3. Enhancement of unit assistance from Rs. 70,000 to Rs. 1.20 lakh in plains and from Rs 75,000 to Rs.1.30 lakh in hilly states, difficult areas.
4. The cost of unit (house) assistance is to be shared between central and state governments in the ratio 60:40 in plain areas and 90:10 for north-eastern and hilly states.
5. Identification of beneficiaries using SECC-2011 data. The identification and selection of the beneficiaries shall be done by the community through the Gram Sabha, from the SECC 2011 list, based on the housing deficiency and other social deprivation parameters.
6. Setting up of National Technical Support Agency at the national level to provide technical support in achieving the target set under the project. The beneficiaries of PMAY-G in addition to being provided financial assistance shall also be offered technical assistance in the construction of the house.
7. If the beneficiary so chooses, he/she will be facilitated to avail loan from Financial Institutions for an amount of up to Rs 70,000.
8. Meeting the additional financial requirement by borrowing through National Bank for Agriculture and Rural Development (NABARD) to be amortized through budgetary grant after 2022.
9. Special Projects to be sanctioned to states based on situational exigencies and special needs.

Q. What are the fund allocation criteria under PMAY-(G)?

Ans: Allocation of Scheme funds share in the following ways:



From the annual budgetary grant, 95% of funds would be apportioned for new houses under PMAY-G, which will be inclusive of 4% towards Administrative expenses. The remaining 5% of the annual budgetary grant shall be reserved for Special Projects.

The annual allocation to the states shall be based on the Annual Action Plan approved by the Empowered Committee. The state-wise total number of houses to be completed in three years from 2019-2020 to 2021-22 shall be finalized after completion of the identification process by the Gram Sabha in the states. The states may propose the annual

target within the overall number of houses that have to be completed in three years as communicated by the Ministry.

Administrative expenses

4% of the funds released to the states to be utilized for administering the scheme. Up to 0.5% of the release can be retained at the state level and the balance to PMAY-G 2nd Draft Guideline 6 be distributed to the districts in proportion to their targets. The administrative expenses shall be shared by the Centre and States in the same ratio as applicable to the main programme expenditure. The items of works that are permitted to be incurred under administrative expenses are as follows:-

- i. Activities to sensitize and impart habitat and housing literacy to beneficiaries and development of prototypes of house typologies for demonstration;
- ii. Cost of supervision and monitoring of scheme implementation;
- iii. Cost of setting up and operating PMU, including the hiring of personnel on contract;
- iv. Cost towards Training and certification of Masons;
- v. Training of Community Resource Persons (CRPs) viz., NRLM compliant SHGs, Asha worker, Anganwadi worker, and NGOs;
- vi. Social audit and IEC Activities;
- vii. Payment of honorarium to CRPs and service charges to NGOs;
- viii. Training of officials and elected representatives of Panchayats;
- ix. Conduct of assessments and evaluation studies;
- x. Cost of demonstration of Innovative technologies and works related to housing,

Q. What is the process of PMAY (G) beneficiary selection?

Ans: PMAY (G) beneficiaries are selected through Gram Sabha whosoever is fulfilling the following conditions:

1. He/she is belong to BPL Family;
2. Whose name is enlisted in SECC 2011 AI list;
3. Belonging to minority and other backward section of the society;
4. HH with no adult members between 16 to 59 years of age;
5. HH with no literate members above 25 years of age;
6. Landless hh;

Q. How is the process of prioritization of the PMAY (G) waitlist?

Ans: As we know government resources are limited and the applicants are many, hence, all applicants can't be accommodated at one go. Therefore, the one who needs the help of others will prioritize first through Gram Sabha.

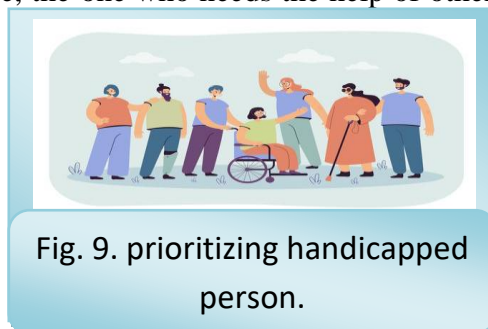


Fig. 9. prioritizing handicapped person.

Q. What is the current funding rate of PMAY (G) House? And how it is released?

Ans: For the state of Arunachal Pradesh, the sanctioned limit for PMAY (G) house is Rs. 1, 30,000/- (Rupees One Lakh Thirty Thousand) only. This is shared by the Centre and the state at 90: 10 ratios.

As per the system in practice in the state, out of Rs. 1.3 lakh sanctioned amount an amount of Rs. 50,000/- is paid in cash to the beneficiaries through account transfer in three installments and the remaining Rs 80,000/- is retained by State Govt. for vendor purchase of CGI sheets and issued to beneficiaries through implementing agency BDO office.

Q. What are the Exclusion Criteria under PMAY-(G)?

Ans: **EXCLUSION PROCESS FROM BENEFICIARY LIST:**

Step 1: Exclusion of Pucca houses- All households living in houses with Pucca roof and/or Pucca wall and households living in houses with more than 2 rooms are filtered out.

Step 2: Automatic Exclusion- From the remaining set of households, all households fulfilling any one of the 13 parameters listed below are automatically excluded:-

1. Motorized two/three/four wheeler/ fishing boat
2. Mechanized three/ four wheeler agricultural equipment
3. Kisan Credit Card with a credit limit of Rs.50,000/- or above
4. Household with any member as a Government employee
5. Households with non-agricultural enterprises registered with the Government
6. Any member of the family earning more than Rs.10,000 per month
7. Paying income tax
8. Paying professional tax
9. Own a refrigerator
10. Own landline phone
11. Own 2.5 acres or more of irrigated land with at least one irrigation equipment
12. 5 acres or more of irrigated land for two or more crop seasons

Q. What are the Criteria for Automatic Inclusion under PMAY (G)?

Ans: **CRITERIA FOR AUTOMATIC INCLUSION Under SECC:**

D1.	Households with one or less room, kuccha walls, and kuccha roof
D2.	No adult member in the household between age 18 and 59
D3.	The female-headed household with no adult male member between 16 and 59
D4.	Households with a differently able member with no other able-bodied adult member
D5.	SC/ST Households
D6.	Households with no literate adult above age 25 years
D7.	Landless households deriving a major part of their income from manual labour

Q. What are the priorities to be done under PMAY?

Ans: While planning and implementing the PMAY schemes following must be done:

In the case of landless beneficiaries, the state is ensuring to provide land from govt., including public, community belongs to other local authorities.

Geo-tag the vacant land of the beneficiaries and also the trained mason mapped to beneficiaries;

No contractors use for the construction of the PMAY house. If any cases of construction through contractors come to notices, the govt. has the right to recover the release made.

Q. What is the time limit for completion of PMAY House?

Ans: One must complete the house within 18 months from the date of the release of 1st installment, and claim for subsequent installment at any level as given below:

- a. Foundation
- b) Plinth
- c) Windowsill
- d) Lintel
- e) Roof cast

Q. What are the provisions of support services under PMAY?

Ans: The provision of support services will need action on the following area:

- a. Sensitization workshop for the beneficiaries
- b) Develop House Design typologies
- c) Mason Training and Certification
- d) Plan for unified sourcing of construction material
- e) Support to old and disabled beneficiaries
- f) Facilitating loan from Banks for up to Rs 70000

Q. What should be kept in mind while constructing a PMAY house?

Ans: The Implementing Agencies or technical persons must ensure the following while constructing PMAY household:

- a. Adequate space for pursuing livelihood activities;
- b. A verandah
- c. Rainwater harvesting system

Q. What should be provided by Implementing Agencies along with a sanctioned letter to the beneficiaries?

Ans: Along with the sanction letter of assistance for construction of the house, the beneficiary should be provided the menu of options of the identified house designs and technologies that will also have the following details:

- a. The number of materials required and the tentative cost involved for different levels of construction viz. foundation, lintel level, roof, etc., for each identified house design.
- b. Provide a list of the trained masons and their contact details.
- c. Intimate the location of the demonstration house that had been constructed so that the beneficiary can have a walkthrough experience.
- d. Name of the bank and the terms and conditions for institutional finance to the beneficiaries.

Q. What are the supports to be made to old and disabled beneficiaries for PMAY House Construction?

Ans: In cases where the beneficiary is old or infirm or a person with a disability and is therefore not in a position to get the house constructed on his own, such houses should be taken up as a part of the mason training program and constructed. In case there are still some beneficiaries left out the State Government will ensure that they are assisted through the Gram Panchayats or a ground functionary to get their house constructed.

1. Support Mechanism

- a. National Technical Support Agency for Rural Housing

Roles and responsibilities:

- Developing state-wise housing designs, drawings and estimates appropriate to different housing regions,
- Provide technical support in the construction of such designs,
- Develop/modify training manuals and oversee the conduct of training for various stakeholders, coordinate production and supply of building materials,
- Training and handholding on issues related to AwaasSoft and PFMS etc.

2. Technical Support at the State Level

- a. Provide technical support to the beneficiaries in the construction of the house.
- b. Housing designs and construction technologies that can be adopted in the region where the beneficiary is constructing the house.
- c. Monitor the process of training of masons, construction of the house, and guide the beneficiary facing difficulties during the construction and in completion of the house.

3. State Program Management Units

Under PMAY-G the targets have almost doubled. Although the construction of the house is to be undertaken by the beneficiary, it is the responsibility of the State to ensure that the beneficiary is guided through the process and closely monitored to ensure that the houses are brought to completion. The States shall set up a separate dedicated Programme Management Unit (PMU) in the State to undertake the tasks of:

- a. Implementation, monitoring, and supervision of the quality of construction. The State PMU shall be headed by the State Nodal Officer and other personnel may be derived through deputation from line departments and by hiring personnel on a contract basis. Similarly, for the District and Block level PMU. The indicative composition and responsibilities of each level of management unit are as below: :

4. State Level

I: PMU Headed by the State Nodal Officer;

II: Other personals;

- a. Technical Expert in the field of construction of the house;
- b. Expert to look after IT/MIS/PFMS;
- c. Expert to look after all the financial matters;
- d. Social Mobilization expert;
- e. Training Coordinator;
- f. Support staff.

III: Responsibilities:

- a. Target allocation to Districts and Blocks;
- b. Fixing of the instalments and the quantum of each instalment;
- c. Monitor finalization of Priority List for the state;
- d. Mapping of new administrative units in AwaasSoft;
- e. Finalisation of the region specific house typologies;
- f. Categorisation of Difficult area;
- g. Drawing up a convergence plan;
- h. Meeting with SLBC to monitor loans disbursement to the beneficiary;
- i. Coordinate Mason training and engage a Training Provider;
- j. Facilitate sensitization of beneficiaries
- k. Monitor progress of construction as per the timeline;
- l. Management of the State Nodal Account (SNA);
- m. MIS related Administrative functions;
- n. Submission of proposal to Centre for release of Funds.

District Level

I. To be headed by a full-time Program officer/coordinator/ officer-in-charge etc.

II. Other personals

- a. Technical professional;
- b. IT professional;
- c. Training Coordinator;
- d. Support staff.

III. Responsibilities:

- a. Finalization of the Block wise PWL
- b. Facilitate allotment of land to the landless beneficiaries;
- c. Sensitizing the beneficiaries;

- d. Mason training plan;
- e. Collective sourcing of material where needed;
- f. Plan production of Construction material through NREGS;
- g. Coordinate with Banks for loan disbursement to the beneficiary through DLBC;
- h. Monitor Special Projects;
- i. Monitor progress of construction as per the timeline;
- j. Monitor Reporting on AwaasSoft.

Block/block level Panchayat

1. To be headed by a full-time block coordinator.
2. Other personals.
 - a. MIS Data entry operators;
 - b. Technical support staff;
3. Responsibilities:
 - a. Registration of beneficiaries;
 - b. Issue of Sanction order to Beneficiaries;
 - c. Orientation of the Beneficiary;
 - d. Map a village functionary to the beneficiary;
 - e. Tag a trained mason to the beneficiary
 - f. Monitor the progress and timely release of installment to the beneficiary.

Village / Gram Panchayat Level

- a) Every house sanctioned under PMAY-G to be tagged to a village-level functionary (Gram Rozgar Sahayak, Bharat Nirman Volunteers, SHGs, representatives of Civil Society Organizations, or any other village level worker) whose task is to follow-up with the beneficiary and facilitates construction. The remuneration of the functionary should be based on performance-related parameters fixed by the state.
- b) The rate of remuneration to be paid to the person hired may be decided by the State depending on the rates prevailing in the State and approved by the competent authority. The expenditure towards hiring of the personnel may be met from the administrative expenses.

Role of Gram Panchayat

Under the scheme of PMAY-G, Gram Panchayats have been given the most critical role to play in the actual implementation of the scheme. These include the following:-

- a) The GP finalizes the priority list of the eligible beneficiaries prepared based on the SECC-2011 database through Gram Sabha;
- b) The GP through Gram Sabha prepares the list of additional beneficiaries who though eligible have been left out from the list of eligible beneficiaries;
- c) The GPs should ensure maximum participation in the Gram Sabha held to finalize the Permanent Waitlist and the annual select list of beneficiaries;

- d) They should arrange the meeting of beneficiaries either at the level of the Village Panchayat or for a cluster of Village Panchayats, depending on the number of beneficiaries, and facilitate the orientation of beneficiaries on different aspects of the scheme;
- e) The Gram Panchayats with the help of the Gram Sabha would identify families who cannot construct houses on their own and help in identifying NGOs/Civil Society Organizations of repute to handhold such beneficiaries to construct the houses in time;
- f) The GPs assist in identifying common land and other lands including Govt land for allotment to the landless beneficiary;
- g) The GPs may facilitate the beneficiaries in accessing materials required for construction at reasonable rates and also the trained masons needed for construction;
- h) The Gram Panchayats would ensure convergence with other schemes of the Centre and State so that the beneficiary of PMAY-G avails the benefits of these schemes;
- i) They should discuss the progress of the scheme in their scheduled meetings;
- j) They should also proactively assist the social audit teams to conduct Social Audits;
- k) The Gram Panchayat should identify and monitor the local level functionary who would be tagged with each house sanctioned for ensuring completion of the construction of the house without delay.

To enable the Panchayats to play their role effectively, the State Government may do the following:-

- a) Organize a training programme to equip the Panchayats to carry out the tasks assigned to them;
- b) Provide the Panchayats IEC material particularly on materials and building technologies;
- c) Provide a share of administrative expenses commensurate with the workload;
- d) Issue an order specifying the roles and responsibilities of each tier of Panchayat as appropriate to the States.

Role of Self Help Groups accredited to NRLM

- a) The SHGs need to be involved in the construction/completion of houses sanctioned to the beneficiaries;
- b) SHGs should be involved in creating awareness about the construction of durable houses and availability of materials, provision of benefits of other schemes implemented by the State and Central Government to the beneficiaries of PMAY-G;
- c) Production of building materials by the SHGs should be taken up for supply of the same to the beneficiaries of PMAY-G at a nominal cost thereby benefitting both the SHGs who have a ready market.

Q. Why we need a convergence of another department fund with PMAY (G)?

Ans: The funding support under PMAY (G) as per the ground reality in Arunachal Pradesh is not at all sufficient enough to complete a house with all basic requirements; hence, we need convergence to complete the house and its requirement from other sources.

Q. What are the type of convergences require in a PMAY (G) house?

Ans: The types of convergence we require in a PMAY (G) house are:

1. SBM (G) for construction of Toilet;
2. Manual labour under MGNREGA 90/95 person-days of unskilled labour;
3. Electricity connection under Saubhagya Yojana;
4. LPG connection under Pradhan Mantri Ujjwla Yojana;
5. Piped drinking water connection under JJM;
6. Solar initiatives etc. are being undertaken;

Q. What is the Monitoring mechanism under PMAY-(G)?

Ans: Monitoring of PMAY (G) is done through 2 ways viz.

1. **Physical monitoring:** Monitoring of the physical and financial progress by the representatives nominated by Central Ministry, State Govt. and PR members from time to time by visiting the project site;.
2. **Online Monitoring:** Online monitoring is through AwaasSoft done by MoRD, State Govt. based on data/information feed from the ground by PO.



Fig. 10. Monitoring tools

Q. What is the grievance redressal system prevail under PMAY (G)?

Ans: Grievance redressal is a system to address/dispose of the grievances (like complaints etc.) lodged by the beneficiaries fairly.

Q. Where should the grievance redressal system place and who is the person in the system?

Ans: There shall be grievance redressal mechanism set up at different levels of administration viz., GP level, Block, District, and State. An officer of the State Govt. should be designated to look after the system.

The Ombudsmen under MGNREGA may also redress the PMAY (G) complaints and cases.

Q. What do you understand by e-governance in PMAY (G) implementation?

Ans: E-governance is a system of governance, in which the activities are done through Information Technology (IT) system through computer and other gadgets in place with the introduction of internet connectivity.

In PMAY (G), programme implementation and monitoring shall be executed through end-to-end e-governance mode. There are two systems in used viz.

1. The PMAY (G)MIS-AwaasSoft; and
2. The PMAY (G) Mobile application-AwaasApp.

Q. What is AwaasSoft? And how it is used in PMAY (G)?

Ans: AwaasSoft is a web-based transactional electronic service delivery platform to facilitate e-governance in PMAY (G). The portal is currently hosted at the URL-<http://iaay.nic.in>.

The AwaasSoft is used in the identification of beneficiaries from SECC, fixing of targets, the release of the fund, issue of sanction orders to the beneficiary, monitoring of the progress, etc.

Q. How is the mobile application Awaas-App function in PMAY (G) implementation?

Ans: It helps in capturing geo-referenced and time-stamped photographs of the houses during their construction and facilitates inspections and uploading of photographs which make the programme more transparent and accountable.

CHAPTER – 3

National Rural Livelihood Mission – Aajeevika

Q.1. What is NRLM – Aajeevika ?

Ans. National Rural Livelihoods Mission (NRLM) - Aajeevika was launched by the Ministry of Rural Development (MoRD), Government of India in June 2011 as a restructured version of Swarna Jayanti Gram Swarozgar Yojna (SGSY). NRLM has the mandate of reaching out to 100 million rural poor in 6 lakh villages across the country.

The poor have innate capabilities to overcome poverty. NRLM strives towards unleashing this entrepreneurial capability by creating appropriate platforms for the poor through a dedicated and sensitive support structure.

Q.2. How is it different from Swarna Jayanti Gram Swarozgar Yojna (SGSY)?

Ans. NRLM has adopted a ‘demand driven’ strategy, in place of SGSY’s ‘allocation based’ strategy. This implies that under NRLM, states have greater autonomy to plan for implementing the programme. NRLM encourages states to prepare State Perspective for Implementation Plans (SPIP) for seven years and Annual Action Plans (AAPs). The allocation for the state is released against the approved AAP.

NRLM has adopted a Participatory Identification of Poor (PIP) instead of the BPL to identify its beneficiaries.

Q.3. what are the key features of NRLM?

Ans. NRLM rests on three major pillars – universal social mobilization, financial inclusion, and livelihood enhancement. It works towards bringing at least one member (preferably a woman) from all poor families into the SHG network. The SHGs and their federations offer their members services such as savings, credit, and livelihood support. As the Institutions of the Poor (IoP) mature, they are facilitated to take up livelihoods/income-generating activities.

Q.4. How is NRLM being implemented?

Ans. NRLM has put in place a dedicated, sensitive support structure to facilitate the creation and functioning of IoP. The SRLMs are given the responsibility of implementing the programme in the states based on their States Perspective Implementation Plans (SPIPs) and Annual Action Plans (AAPs). District Mission Management Units (DMMU) and Block Mission Management Units (BMMU) are established to implement the programme.

At the national level, the National Rural Livelihoods Promotion Society (NRLPS) has been set up to serve as the technical support agency for NRLM. NRLPS supports the SRLMs in strategizing, planning and implementing NRLM.

Q.5. Who are eligible for benefits under NRLM?

Ans. The NRLM Target Households (NTH) is identified through the Participatory Identification of Poor (PIP) instead of the BPL. The PIP is a community-driven process where the CBOs themselves identify the poor in the village using participatory tools. The list of poor identified by the CBO is vetted by the Gram Sabha.

Q.6. What are the Institutions of the Poor (IoPs)?

Ans. SHGs, their federations at the village, cluster levels and beyond, and other collectives of the poor constitute Institutions of Poor (IoP).

SHGs are affinity-based homogenous groups of 10-20 members (usually women). They follow five cardinal principles or Panchsutra (regular meetings, regular savings, internal lending, regular repayment and bookkeeping). The SHGs are federated at the village (Village Organization), sub-block and higher levels. They are supported to become self-sufficient and community-managed institutions over time.

Institutions of the poor such as SHGs and their village level and higher-level federations are necessary to provide space, voice and resources for the poor, and for reducing their dependence on external agencies. They empower them. They also act as instruments of knowledge and technology dissemination, and hubs of production, collectivization and commerce. NRLM, therefore, would focus on setting up these institutions at various levels.

In the case of special SHGs i.e. groups in remote tribal areas and difficult areas, groups with vulnerable persons like disabled persons, the group may be as small as 5 members. Only for groups to be formed with Persons with disabilities, and other special categories like elders, transgender, NRLM will have both men and women in the SHGs.

Q.7. What are the functions of the group?

Ans. SHGs are affinity-based savings and credit groups, to begin with. They offer solidarity. They provide microfinance services – savings, credit, bank linkages, insurance, remittances, equity etc. They also offer collectivization and group activities. The SHGs offer social security and social action on various fronts including health, nutrition, food, gender, convergence, etc., directly or through their federations.

Q.8. What is the role of the bookkeeper?

Ans. The bookkeeper of the SHG is a literate member of the group or any literate person known to the group members. The bookkeeper is selected by the SHG members and is trained in SHG bookkeeping. An SHG has 4-7 books – member passbook, minutes book, attendance and savings book, cash book, loan ledger, activity/enterprise book(s), etc.

Q.9. What is the role of the SHG leader?

Ans. The SHG leaders motivate the SHG to follow the Panchasutra. They serve as the link between the SHG and other institutions such as banks.

Q.10. Is NRLM only for women?

Ans. NRLM's priority is to reach out to the poorest, most vulnerable and marginalized. It begins with targeting women and they are considered as representatives of their households. In the case of extremely vulnerable persons like Persons with Disabilities (PwDs), elders, etc., NRLM mobilizes both men and women. Further, other interventions of NRLM like Rural Self Employment Training Institutes (RSETIs), Aajeevika Skills would reach out to the poor in general.

Q.11. Will Aajeevika strengthen all existing SHGs and federations of the poor?

Ans. There are existing institutions of the poor women formed by Government efforts and efforts of NGOs. NRLM would strengthen all existing institutions of the poor in a partnership mode. NRLM strives to build on what exists on the ground in terms of SHGs of the poor and their federations. After assessing the existing mobilization, NRLM mobilizes the remaining poor on a saturation basis. The new and existing institutions would be strengthened to

become self-sustaining accountable and transparent institutions serving the needs of their members. All NRLM compliant institutions would be eligible institutions would receive funds like the revolving fund, community investment fund and interest subvention.

Q.12. How are partners taken aboard in NRLM?

Ans. NRLM works with a variety of organizations for various purposes. It has identified the SRLMs of certain states (AP, Kerala and Bihar) and NROs for implementation support. It has identified National Support Organizations (NSOs) such as PRADAN to provide thematic support. NRLM has also forged partnerships with Capacity Building Agencies (CBAs) and Academic and Management Institutes to meet its capacity building and technical assistance needs. It has also entered into partnerships with CBOs and NGOs to implement the programme in certain blocks of the country. The NRLPS identifies and empanels these organizations while the SRLMs take their services directly. SRLMs also identify and partner with various partner organizations on their own.

Q.13. How are the SHGs supported under NRLM?

Ans. Support to the SHGs of the poor is in terms of knowledge, skills, funds, bank linkages and interest subvention. NRLM ensures that the poor are provided with the requisite knowledge and skills to the members, the leaders and the bookkeepers of the SHGs for: managing their institutions, enhancing their credit absorption capacity and creditworthiness, linking up with markets, managing their existing livelihoods, etc.

A multi-pronged approach is envisaged for continuous capacity building of the targeted families, SHGs, their federations, government functionaries, bankers, NGOs and other key stakeholders.

Q.14. What is the financial assistance provided to CBOs under NRLM?

Ans. Financial assistance in form of Revolving Fund, Vulnerability Reduction Fund, and Community Investment Fund is provided to the CBOs. NRLM does not provide direct financial support to individual members.

- a) Revolving Fund (RF): NRLM provides a Revolving Fund (RF) support to SHGs in existence for a minimum period of 3/6 months and follows the 'Panchasutra' – regular meetings, regular savings, regular internal lending, regular recoveries and maintenance of proper books of accounts. Only such SHGs that have not received any RF earlier will be provided with RF, as corpus, with a minimum of Rs. 10,000 and up to a maximum of Rs. 15,000 per SHG. The purpose of RF is to strengthen their institutional and financial management capacity and build a good credit history within the group.
- b) Vulnerability Reduction Fund (VRF): VRF, to the tune of Rs.1500 per member, is provided to the SHG Federations at the village level in the intensive blocks. VRF will be used for addressing the vulnerabilities of the members like food security, health security etc., and for meeting the needs of the vulnerable persons in the village.
- c) Community Investment Support Fund (CIF): CIF, to the tune of Rs.3000 per SHG member, is provided to the CLFs in the intensive blocks, to be maintained as a resource in perpetuity by the CLF. The CIF is used, by the Federations, to advance loans to the SHGs and/or to undertake common/collective socio-economic activities. Initially, in the absence of the emergence of CLF, the CIF to the tune of Rs.50000 is given to SHG directly on developing its Micro-credit Plan/Micro-plan, to be repaid to CLF via SHG Federation at the village level.
- d) Interest subvention: NRLM has a provision for interest subvention, to cover the difference between the Lending Rate of the banks and 7%, on all credit from the

banks/financial institutions availed by women SHGs, for a maximum of Rs 3, 00,000 per SHG.

Q.15. What other measures has NRLM taken towards Financial Inclusion?

Ans. NRLM facilitates the SHGs to open and operate bank accounts and bank linkages. It also facilitates access to insurance to members. It is encouraging individual members too to open bank accounts.

Q.16. What is a micro plan of an SHG?

Ans. Micro planning is a process where members are encouraged to recognize, understand and evaluate their resources; analyze challenges they face; identify needs and make future plans to overcome vulnerabilities by making optimum utilization of resources and fostering convergences. The SHGs receive their CIF only on developing their micro plans or microcredit plans.

Q.17. What is Aajeevika Skills Development Programme (ASDP)?

Ans. ASDP, Aajeevika Skills, gives young people from poor communities an opportunity to upgrade their skills and enter the skilled workforce in growing sectors of the economy. Skill Training and Placement projects are run in partnership with public, private, non-government and/or community organizations.

Q.18. Who will be eligible to be selected for skills and placement under ASDP?

Ans. Trainees between the age of 18-35 yrs and who belong to a rural poor household [that has been identified as being poor following the participatory identification of the poor (PIP) process undertaken as part of Aajeevika are eligible under ASDP. Till such time PIP is completed, BPL status or vetting by Gram Panchayat saying the candidate is from a poor background would suffice for being eligible for this selection under Skills and Placement under ASDP.

Q.19. What are PIAs?

Ans. PIAs (Project Implementing Agencies) are for-profit or not-for-profit registered entities identified by ASDP for skilling and placing the identified youth in various sectors as per their interest.

Q.20. What kind of training and support is available under the Aajeevika skills?

Ans. Youth identified under the programme get skilled in a wide range of trades, including IT and soft skills. After training and placement, support is provided in terms of finding accommodation, opening a bank account when placed outside the home district, and counseling at the workplace.

Q.21. Is there any, self-employment generation component in Aajeevika?

Ans. Aajeevika is encouraging public sector banks to set up Rural Self Employment Training Institutes (RSETIs) in all districts of the country on the lines of the Rural Development Self-Employment Institute (RUDSETI) model for promoting self-employment. The National Academy of RUDSETIs is supporting RSETIs in this effort. RSETIs provide self-employment training and link the candidates with bank loans for taking up self-employment. NRLM provides the costs of the training to RSETIs.

Q.22. How does NRLM support farm-based livelihood?

Ans. Mahila Kisan Sashaktikaran Pariyojana (MKSP), launched in 2010-11, is a special programme for livelihood enhancement under NRLM. It is a concerted effort to recognize the role of women in agriculture and investment is being made to enhance their capacities and increase their income. The MKSP has two streams – Agriculture (and Livestock) and NTFP (Non-timber Forest Produce).

CHAPTER – 4

NATIONAL RURAL-URBAN MISSION (NRuM)

NRuM is also known as **SHYAMA PRASHAD MUKHARJI RURBAN MISSION (SPMRM)**

Q. What do you understand by NRuM?

Ans: National Rurban Mission is MoRD, GoI's flagship programme with an objective to facelift 300 underdeveloped clusters of rural villages with urban amenities. The Mission was launched on 21st February, 2016 with intends to stimulate local economic development, enhance basic services and create well-planned Rurban clusters.

Q. What are the activities taken under NRuM?

Ans: Under this Mission, every Rurban cluster will be developed as a project comprising components covering the following:

1. Training linked to economic activities,
2. Developing skills of the local entrepreneurship; and
3. Provide necessary infrastructure amenities in the cluster villages.

Q. What is the timeframe for implementation of NRuM?

Ans: The NRuM will be implemented over a fixed timeframe of three years with an operations and maintenance period of ten years.

Q. Who are the Agencies responsible for the smooth successful implementation of NRuM?

Ans: The Mission will be implemented keeping the States as anchors and key implementers. The institutional framework under the Mission envisages the engagement of key stakeholders at the National, State, District, and Gram Panchayat level for implementing the Mission.

Q. How are the Institutional Structural arrangements at the National, State, District and Cluster Levels are made?

Ans: To accomplish the National Rurban Mission (NRuM), different Institutional arrangements have been made by the Ministry with defined roles and responsibilities.

I. At the National Level:



Fig. 11. showing National Institutional arrangement.

II. State Level Institutional Arrangement.

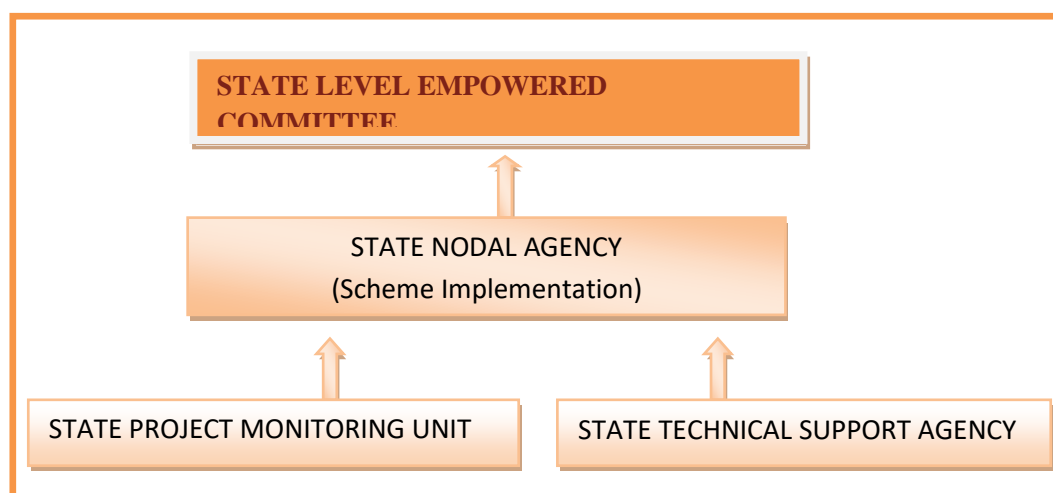


Fig. ____ Showing Institutional Arrangement at State Level.

III. District and Cluster Level Institutional Arrangement.

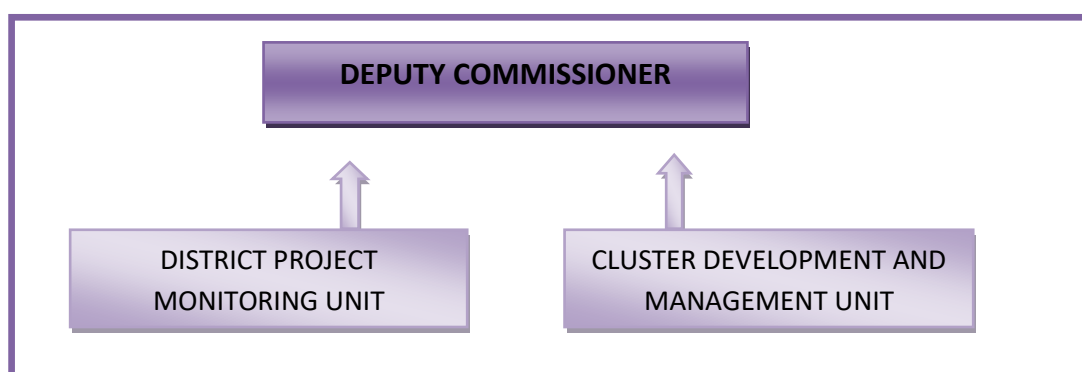


Fig. ____ Showing District and Cluster Level Institutional Arrangement.

Q. What is the composition of SLEC?

Ans: The following are the constitution of the State Level Empowered Committee:

Sl. No	Level of Officers from the Department	Designations
1	Chief Secretary	Chairperson
2	Development Commissioner	Vice-Chairperson
3	Secretary Rural Development Department	Member Convener
4	Secretary Panchayati Raj	Member
5	Secretary Finance	Member
6	Secretary Planning and Development Division	Member
7	Secretary Revenue and Land Development Department	Member

Q. What is a SLEC? And what are its role and responsibilities?

Ans: SLEC is a committee headed by the Chief Secretary of the State who will review and approve the ICAPs and DPRs submitted by the State Nodal Agency for further submission to the Ministry.

The role and responsibilities of SLEC are:

- i. To approve the Rurban clusters.
- ii. To take all decisions concerning acceptance of ICAP and DPRs, forwarding the same to the Ministry for approval.
- iii. Identify bottlenecks and the technical and administrative support required and issue necessary instructions/Government orders from time to time.
- iv. Coordinate with the committees at the national level as required.

Q. What is an SNA?

Ans: SNA stands for State Nodal Agency. It would be either the Department of Rural Development or an Agency or any Department nominated by the State Government for the Rurban Mission. Preferably, the selected agency should be under the administrative domain of the State Government's Rural Development and/or Panchayati Raj Department, as the case may be.

Q. Why is an SNA needed?

Ans: The National Rurban Mission (NRuM) is proposed to be implemented in a Mission mode, keeping the States as anchors and key implementers. The framework envisages the engagement of several stakeholders at the National, State, District and Gram Panchayat level. Hence, there is a need for a nodal agency to act as an umbrella and single-point coordination for all the activities of the National Rurban Mission (NRuM) in the State.

Q. What is the constitution of SNA?

Ans: The SNA will be headed by an officer, not below the rank of Secretary to the State Government. The Department identified as the SNA would create a cell for National Rurban Mission (NRuM) and would be supported by the SPMU which would provide the key technical expertise to the SNA for implementing the mission.

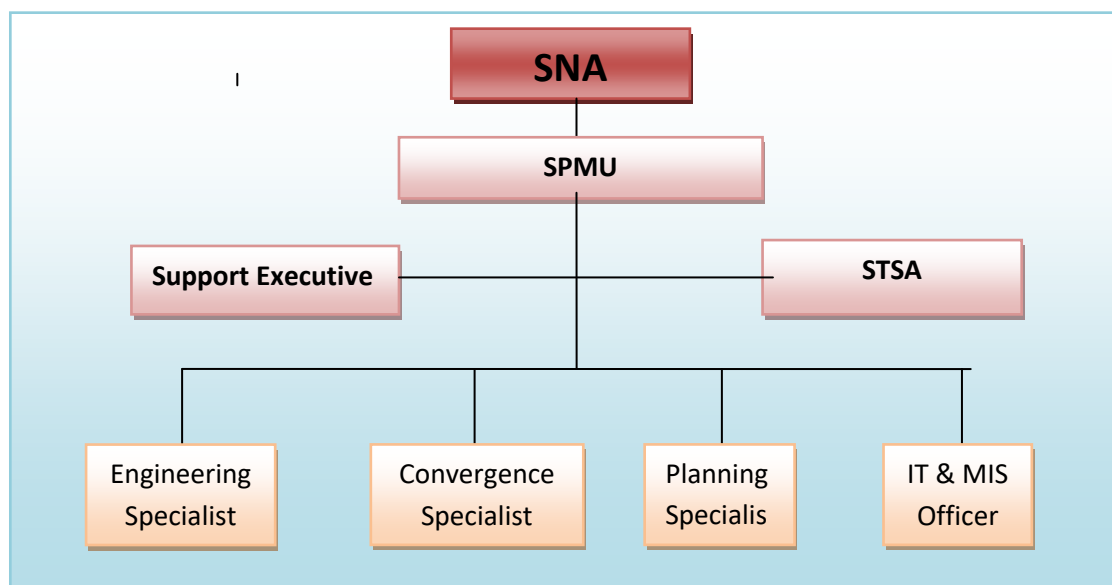


Fig. ____ Graphical depiction of State Nodal Agency.

Q. What are the scope and work of SNA?

Ans: Scope of Work of SNA:

i. Cluster Identification/ICAPs and DPRs:

- a) SNA will identify Rurban clusters following a duly approved methodology in consultation with the District Collector/CEO-Zila-Parishad/DDO/ closely involving the Gram Panchayats.
- b) SNA will prepare ICAPs and DPRs, with support from the STSAs/SPMU for the selected clusters in consultation with the District Collector/CEO-Zila Parishad/ DDO/closely involving the Gram Panchayats.
- c) SNA will obtain approvals from SLEC for the Rurban clusters, DPRs and from the EC at MoRD for the ICAPs and the CGF application.

ii. Mission Monitoring:

- a) SNA in close coordination with the District Collector/District Magistrate and SLEC will ensure convergence of funds and resources and bring about inter-departmental coordination for this purpose as and when required.
- b) SNA will review the progress of all activities related to the National Rurban Mission (NRuM) for all the clusters identified within the State.
- c) SNA will take up any other matter relevant for the efficient implementation of the mission, or matters referred to it by National Rurban Mission (NRuM) Mission Directorate, Ministry of Rural Development.

iii. Fund Management, Monitoring and Evaluation:

- a) The SNA will be responsible for managing the funds allocated to the State under this Scheme along with monitoring and evaluation of actual activities at the cluster level. Some of the specific functions to be performed in this regard are as follows:
 - Management of funds received under National Rurban Mission (NRuM) and timely disbursement to clusters for completing the construction activities in National Rurban Mission (NRuM) Clusters.
 - Submission of demand for annual fund requirements to Ministry of Rural Development based on the cluster allocation.
 - Monitoring and Evaluation of construction activities at cluster level as per the outcome indicated in ICAP and ensuring timely completion.
 - Submission of quarterly report and management of National Rurban Mission (NRuM) MIS for all clusters at the State level.
 - Maintenance of audited accounts of funds released to various clusters and furnishing of utilization certificate periodically after the release of funds.

Q. What is an STSA?

Ans: STSAs stands for State Technical Support Agencies. And is a Institutions of repute empanelled by the Ministry to support State Governments with specific mandates to support the SNA to select the clusters, prepare ICAPs and DPRs as well as train and handhold the States in ICAP and DPR preparation.

Q. What is the scope and work of STSA?

Ans: Scope of Work of STSA:

- i) Support State Nodal Agency (SNA) to select clusters as per the methodology proposed by the Ministry of Rural Development (MoRD).
- ii) Support SNA and District Planning Committees in the delineation of planning area and preparation of Master Planner/ Spatial for cluster area.
- iii) Preparation of Integrated Cluster Action Plan (ICAP) as per Framework of Implementation published by Ministry of Rural Development.
- iv) Handhold and train members of various State institutions constituted under the National Rurban Mission (NRuM) such as State Nodal Agency (SNA), State Project Monitoring Unit (SPMU) and District Project Monitoring Unit (DPMU) in cluster selection, ICAP.

Q. What is an SPMU?

Ans: The State Project Management Unit would be a technical and operational unit attached to the SNA, mandated to provide overall support to the SNA to successfully run the mission. The SPMU would be headed by a senior rural development expert and would comprise professionals in the field of engineering, planning and IT & MIS.

Q. What is the overall strategic support of SPMU?

Ans:

I. Overall Strategic Support:

- i. Facilitate SNA in the Cluster Selection process.
- ii. ICAP/DPR appraisal and finalization in consultation with STSA and various stakeholders like District and Block Administration and the Panchayati Raj Institutions at the cluster level.
- iii. Support SNA to obtain DPR approvals and recommendation of ICAPs from SLEC.
- iv. Facilitate adequate and timely release of funds to projects.
- v. Liaison with State and Central Government.
- vi. The performance of SPMUs will be evaluated by the performance of the Mission in the State.

II. Operational Support:

- i. Support SNA for all mission-related day-to-day functions.
- ii. Coordination with all stakeholders to facilitate smooth implementation of the Mission. This will involve support to SNA to close liaison with Blocks, District Project Management Unit, District collector, District Planning Committees, SLEC and the Ministry of Rural Development.
- iii. Support the district administration in setting up the District Project Management Unit and the Cluster Development and Management Unit for every cluster.

iv. Facilitate adequate and timely release of funds which would involve timely preparation and submission of Utilization Certificates for submission to the Ministry.

III. **Monitoring & Reporting Support:**

i. Monitoring implementation of mission components, regular reporting to SNA, NMMU and Ministry of Rural Development, Government of India.

ii. Establishing of Monitoring and Evaluation framework at the State level and ensuring regular online reporting and efficient utilization of funds disbursed.

iii. Report on the progress of National Rurban Mission (NRuM) in the State, covering the status of Integrated Cluster Action Plans, Master Planning Process, Detailed Project Reports, Utilization Certificates, quarterly Progress Reports etc.

iv. Ensure effective and timely reporting of progress of implementation and projects to Ministry, including web-based Monitoring and Evaluation System.

Q. What is the composition of SPMU?

Ans: The SPMU would be headed by a senior rural development expert and would comprise professionals in the field of engineering, planning and IT & MIS to ensure effective implementation of the **District Level Committee**

Q. What is a District Level Committee?

Ans: District Level Committee would be constituted with the officers of the concerned line Departments and Sarpanchs of the concerned Gram Panchayats.

Q. Why is a District Level Committee needed?

Ans. District Level Committees are required for empowering decisions at the District level especially on matters concerning convergence and district level coordination.

Q. What is the proposed composition of District Level Committee?

Ans: The proposed composition of DLC are shown in the table below:

Sl. No	Level of Officers from the Department	Designations
1	Deputy Commissioner	Chairperson
2	CEO /ZP	Vice-Chairman
3	District Planning Officer	Member
4	District Social Welfare Officer	Member
5	District Education Officer	Member
6	District Agriculture Officer & Allied Sectors	Member
7	District Transport Officer	Member
8	Civil Surgeon cum Chief Medical Officer	Member
9	District Informatics Officer	Member
10	District Panchayat Officer	Member
11	Charge Officer of each cluster	Member
12	Sarpanch/GPC of concern Cluster	Member
13	Reputed NGOs working in area	Member

Q. Why is a District Level Committee needed?

Ans: District Level Committees are required for empowering decisions at the District level especially on matters concerning convergence and district level coordination.

Q. What is the scope of works of the District Level Committee?

Ans: the Scope of Work of the District Level Committee are:

i. The committee will monitor periodically, the progress of the implementation, release of funds, usage of funds, field visits, sectoral convergence, corrective measures for achieving the programme objectives and any other issues as desirable by the Chairman of the Committee.

ii. Planning, supervision, direction, coordination, monitoring and evaluation of implementation shall be done by the committee according to the directives of the State Level Empowered Committee and SNA.

iii. The strategies, targets and goals for each cluster have to be formulated and monitored under the supervision and direction of the committee with support from the DPMU.

iv. Integrated Cluster Action Plan (ICAP) shall be verified and reviewed by the committee before it is sent to the SNA.

v. Committee shall supervise the training programme and assess its impact.

vi. Quarterly review of construction activities, sectoral convergence, release and utilization of funds as permission guideline.

vii. Ensuring the engagement and consultation of various line departments and Panchayati Raj Institutions in preparation of ICAP and DPR.

Q. Why is a DPMU needed?

Ans: The DPMU is required to provide cluster-focused support to the District Collector to ensure smooth implementation of all cluster-related activities. The Units shall be guided by up to three professionals, viz.,

- (i) Regional Planning Specialist;
- (ii) Convergence Specialist and
- (iii) Rural Development and Management Specialist.

Q, what are the scope and works of DPMU?

Ans: This unit shall be responsible for coordinating with implementing departments/agencies for ensuring notification of planning areas and related spatial planning matters, the convergence of schemes planned in the ICAP in an integrated and time-bound manner. These DPMUs shall also work in close coordination with the SPMU.

Q. What is the Cluster Level Development and Management Unit?

Ans: CDMU would be established in each cluster and the unit will consist of at least two professionals in the following area:

- i) Spatial planning professional and;
- ii) Rural management/development professionals.

Q. What is the role of CDMU?

Ans: This unit will closely monitor the spatial planning aspects and the ICAP preparation for the cluster and will also closely monitor the progress of the activities in the cluster and provide regular updates to the DPMU/SPMU.

Q. What is the Scope of Work of a CDMU?

Ans: The Scope of work of CDMU is to monitor all cluster related activities and provide technical and operational support to the SPMU/District Collector on all mission-related activities for each cluster on the different field as given below:

I. Technical

- i. Oversee all spatial planning activities-viz. delineation of the planning area, formation of the planning committee, preparation of Master plan for the cluster.
- ii. Support to STSA and DPMU/SPMU in ICAP/DPR preparation and finalization.
- iii. Support to Training and Capacity Building – in close coordination with STSA and DPMU/SPMU.

II. Operational

- i. Support to DPMU/DC for all mission-related day-to-day functions at the cluster level.
- ii. Stakeholder consultations with PRIs, CSOs and mentor organizations.
- iii. Facilitating Gram Sabha resolutions for the undertaking of National Rurban Mission (NRuM).
- iv. Liaising closely with District Collector, Planning Committee and SPMU.
- v. Ensuring smooth convergence and achievement of all desirable components as per ICAP/DPR.
- vi. Regular reporting of mission progress including via web-based monitoring system.

CHAPTER – 5

CHIEF MINISTER’S ADARSH GRAM YOJANA

Introduction

The State Government made a popular dent in its efforts to develop rural villages by way of leveraging the concept of dovetailing of schemes by launching the most popular initiative named as Chief Minister’s Adarsh Gram Yojana (CMAGY) in the FY 2017-18. While launching the Yojana at Kombo Tarsu village of West Siang District, Arunachal Pradesh on 11th January, 2019 under which each constituency receives a sum of Rs. 1.50 crores aiming at improving the infrastructure of the villages in dovetailing mode within broad principles of efficiency and transparency.

Objectives:

The Objective of the scheme is to develop **60 Model Villages** in Arunachal Pradesh which are equipped with all basic amenities such as 24X7 Piped Drinking water, Electricity at the household level, primary school, primary health infrastructure, internal roads, avenues of employment generation and are open defecation free.

SALIENT FEATURES

- i) A total of 60 model villages (1 village per 'Legislative Assembly Constituency) will be developed initially within a period of 2 years.
- ii) Selection of villages will be done by a committee headed by the Deputy Commissioner along with HOD’s of respective districts and the concerned MLAs.
- iii) A total outlay of Rs 1.5 Crores per village has been provided.
- iv) Block Development Officer will be the nodal implementing Agency.
- v) In order to generate rural employment, all works that do not require specific skills will be done by the villagers who are willing to work and are above 18 years of age. Wages will be paid as per latest MGNREGA guidelines and works will be dovetailed with MGNREGA scheme of the Government of India.
- vi) A shelf of works for the village will be recommended and approved by Gram Sabha and submitted to the BDO. This would be forwarded to the office of the Deputy Commissioner for Administrative and Technical Approval and Sanctioned.
- vii) All accounts and records relating to the scheme would be available for public scrutiny.
- viii) There would be an effort to convergence with other CSS / State Plan Schemes including MLALAD for optimal results.

LIST OF PERMISSIBLE WORKS

The following list of works will be permissible under the scheme:

1. Piped Water Supply to all households within the village.
2. Providing electricity for all households/ Solar lights.
3. Construction of Pucca Houses for BPL Family (Not already a PMAY/IAY Beneficiary).
4. IHHLs/ Community Toilets [To be dovetailed with Swachh Bharat mission(rural)]
5. MICs/ irrigation Canal.
6. Construction/Renovation of Primary School.
7. Construction of PHC/ Sub Centre.
8. Providing Drainage facility within the village.
9. Internal roads (Intra-village roads).
10. Market-shed for rural economic activities.

PLANNING AND WORK EXECUTION

Planning is very critical for the successful implementation of works under Chief Minister's Adarsh Gram Yojana. The scheme is to be completed over a 2 years time period.

A time period of 6 months is being provided for the following:

1. Formation of District committee headed by the Deputy Commissioner of the respective districts along with Head of Offices of the districts and PRIs as members of the committee.
2. Selection of Villages to be benefitted as per the given criteria.
3. Participatory Rural Appraisal (PRA) Exercise to identify the deficiencies and gaps present in the village and to prepare a shelf of work along with social and Resource Maps, to be passed by the Gram Sabha and submitted to the Block Development Office for consolidation and preparation of estimates.
4. The Block Development Office will obtain the Technical Sanction and Administrative approvals required and further submit to the District Committee for release of fund to initiate Phase 1 of the programme.

A further time period of 6 months is being provided for the following:

1. Commencement of work at the site.
2. Submission of Utilization Certificate for Phase '1' to the District Committee to get the funds released for implementation of Phase 2.

A time period of another 6 months is being provided for the following:

1. Submission of UC for Phase 2 to get funds to release for implementation of Phase 3.
2. To complete the works at site and submit Project Completion Report to the District Committee.

For further details please contact the Department of Rural Development, Government of Arunachal Pradesh.

CHAPTER – 6

FARM CLUSTER SCHEME

INTRODUCTION:

Farm Sector is one of the most important sectors in Arunachal Pradesh which can bring real sustainable development in the state. With its vast unpolluted land resource and suitable agro-climatic conditions, Arunachal Pradesh can become the organic fruit bowl of the country.

Self-sufficiency in food production, availability of organic nutritious food and food security is inevitable for the development of state- Healthy citizens, wealthy State. It is critical to develop and strengthen intra-state food supply chains to ensure sufficient nutritional food supply to the state inhabitants.

What are the major objectives of the Farm Cluster Scheme?

- To develop and strengthen intra-state food supply chains to ensure sufficient nutritional food supply to the state inhabitants.
- To ensure self-sufficiency in food production, availability of organic nutritious food and security
- To encourage formation of farm clusters and vegetable farming.

What are the important features of the scheme?

- 2000 nutritional kitchen gardens would be selected as farm clusters per Legislative Assembly.
- Seeds packets of 16 vegetables will be procured from the National Seed Corporation of India.
- Sufficient for an area of 1000 sq. mt., however, a cluster area should not be less than 5 hectares up to 100 hectares.
- Each constituency will be linked with the nearest Krishi Vigyan Kendras for extension services.
- District Empowered Committee in consultation with concerned MLA of the Assembly Constituency.
- Shall select the clusters for collective farming.

Who is eligible under the scheme?

Group of Farmers from the state.

Benefits

- Seed packets containing seeds of about 16 vegetables shall be provided to the group of farmers
- Fencing of the kitchen garden for the farm clusters.

What are the documents required?

- Aadhar Card of all the farmers comprising a group
- Registered Mobile number
- Land Identification Certificate

Who should be contacted for further clarification and information?

Respective Block Development Officer (BDO)

NUTRITIONAL KITCHEN GARDEN SCHEME

INTRODUCTION

Given the vast unpolluted vast land resource along with low population density and suitable agro-climatic conditions, Arunachal Pradesh can become the fruit bowl of the country. State by focusing on horticulture development can also play a vital role to augment the food production of the country. Nutritional Kitchen Garden focuses on the food security aspect and is launched to encourage people and farmers to develop nutritional kitchen gardens of their own, for sustainable living under Atmanirbhar Bharat.

What are the objectives of the scheme?

The main objectives of the scheme are:

- To promote sustainable and a healthy living among households
- To encourage households toward self-sufficient farming

What are the important features of the Scheme?

The main objectives of the scheme are

- Scheme to focus on 1.40 lakh beneficiaries altogether.
- 1.20 lakh beneficiaries at the household level
- 20,000 beneficiaries like AWCs, school premises etc. to be benefitted under common area of their compound

Who is eligible under the scheme?

- Individual households
- AWCs, Schools, Community centres etc.

What are the benefits under the scheme?

- Seedlings for the kitchen garden to households
- A tool kit for taking care of the garden

What are the documents required to avail the benefits under the scheme

- Aadhar Card
- Registered Mobile number
- Land Identification Certificate

Who should be contacted for further information and clarifications?

Jurisdictional Block development Officer (BDO) may be contacted for any further information and clarifications.

CHAPTER - 8

DEEN DAYAL UPADHYAYA – GRAMEEN KAUSHALYA YOJANA

Q.1. What is Deen Dayal Upadhyaya – Grameen Kaushalya Yojana?

Ans. DDU-GKY is the demand-driven placement-linked skill training initiative of the Ministry of Rural Development, Government of India (MoRD), uniquely aimed at rural poor youth between 15 and 35 years of age, with the purpose to create income diversity in poor families and help rural youth realize their career aspirations.

Q. 2. When did the scheme start? Is it new?

Ans. DDU-GKY has its origins in the ‘Special Projects’ component of the Swarnajayanti Gram Swarozgar Yojana (SGSY), which was positioned as a holistic livelihoods intervention in 2004. The SGSY special projects provided time-bound training and capacity building for bringing a specific number of Below Poverty Line (BPL) families above poverty through skilling and placement in jobs that provided regular wage employment. Up until May 2013, around 8.60 lakh had been trained and 6.80 lakh youth had been given placement. This programme was revisited under a new Skills framework and repositioned under Aajeevika as Deen Dayal Upadhyaya – Grameen Kaushalya Yojana (DDU-GKY) on Antyodaya Diwas (25th Sept 2014) with the launch of new Guidelines and Standard Operating Procedures (SOPs).

Q.3. Why was DDU GKY set - up?

Ans. DDU-GKY was set up to provide hopes and aspirations for a better quality of life to a large section of the rural poor. India has approximately 55 million rural youth between the age group of 15-35 yrs. who are below poverty line and with 16.16 million persons entering into the working age each year, there is a need for them to be skilled, re-skilled and up-skilled.

However, it is estimated that only 4.69% of the total workforce in India has undergone formal skill training as compared to 68% in UK, 75% in Germany, 52% in USA, 80% in Japan and 96% in South Korea. On the other side, there is a demand of 109.73 million skilled manpower by 2022 in twenty-four key sectors.

Therefore DDU-GKY seeks to fill this gap by imparting a specific set of Modular Employable Skills (MES) needed to access full-time jobs in the formal sector.

Q.4. Is the scheme present across India?

Ans. DDU-GKY is currently being implemented in 28 States and UTs, impacting youth from 689 districts, by over 1575 projects being implemented by over 717 Project Implementing Agencies (PIAs). At present, DDU-GKY has over 12 lakh candidates in training.

Q.5. Why should you join DDU-GKY?

Ans. DDU-GKY provides demand-driven placement-linked skill training so that you can learn a new skill, earn your way to new identity, gain respect and fulfill your income and career aspirations. The following services are to be provided to every enrolled candidate:

- Get face to face counseling and guidance
- Find out what you're good at, get chosen for a skill-based on your aptitude

- Learn new skills and new technology in modern fully equipped training centres
- Earn a government accepted certificate upon successful completion
- Get placement opportunities and interact with potential employers
- Find a job that pays you a minimum salary of Rs. 6,000/- per month (at least 75% of all those who successfully completed training will be placed)
- Get support to shift to a new city and job (if needed).

Q.6. Why do I need Skill Training?

Ans. As per National Policy for Skill Development and Entrepreneurship 2015, the skill demand in India is 109.73 million. This translates to over 16 million each year from now, of whom 3 million are already being trained in Universities / Colleges. Out of the balance 13 million, close to 50% need to be trained in Modular Employable Skills (MES). By 2020, India is also expected to have a surplus of 56 million youth while the rest of the world faces a shortage of 47 million. Moreover, in a fast changing industrial environment, it is recognised that skill building is not a static process and that individual's skills needs to be upgraded continuously if the workforce is to remain relevant and employable. Hence looking at the current and the upcoming demand of skilled force, you should get skilled trained to start earning, become eligible for better jobs, build a career and improve your current lifestyle.

Q.7. What are the eligibility criteria?

Ans. Rural youth from poor families in the age group of 15 to 35 years, (relaxed for categories stated in FAQ 8). While DDU-GKY aims for Participatory Identification of Poor (PIP) as the aspired process for inducting needy candidates, interim any of the following will ensure eligibility into DDU-GKY sponsored skill training programs:

- Ownership of/ inclusion in BPL Cards
- Ownership of/ inclusion in BPL PDS Cards (also called Antyodaya Anna Yojana in some states)
- Ownership of/ inclusion in RSBY Card (Rashtriya Swasthya Bima Yojana)
- Family members of SHG members of a registered SHG in the village
- Family members of paid workers under the MGNREGS with a minimum of 15 days of work in the last 12 months
- Further, to promote social inclusion, DDU-GKY insists on mandatory coverage of socially disadvantaged groups (SC/ST 50%, Minority 15%, Women 33%) and 3% for Persons with Different Abilities (PwDs) through reservations/ earmarked funds in every project.

Q.8. Are there any exceptions to eligibility criteria?

Ans. Yes, the upper-age limit for women candidates, and candidates belonging to Particularly Vulnerable Tribal Groups (PVTGs), Persons with Disabilities (PwDs), Transgender and other Special Groups like rehabilitated bonded labour, victims of trafficking, manual scavengers, trans-genders, HIV positive persons, etc. shall be extended by 10 years to 45 years.

Q.9. Would I be required to furnish any documents for getting enrolled?

Ans. Yes, you would be required to furnish any of the following documents as your identity proof:

- Birth Certificate

- BPL Card of self or your household (where your name is also mentioned)
- MGNREGA worker card of any member of your household, with a minimum of 15 days of completed work in the last 12 months
- Rashtriya Swasthya BimaYojana (RSBY) card of your household
- Antyodaya Anna Yojana (AAY) card of your household
- BPL PDS card of your household
- NRLM-Self Help Group identification or certificate for any member of your household

Apart from the above, the reserved category would need to furnish any of the following proofs:

- SC/ST Certificate issued by competent authority
- Disability Certificate issued by competent authority
- Self-certification by the candidate for his/her status as minority community

Q.10. I have not completed primary school (below class 5). Can I join training under DDU-GKY?

Ans. All candidates who hail from poor families, and are between the ages of 15 and 35 years, are eligible for the training programs. For women and other vulnerable groups like persons with disabilities, the upper age limit is relaxed to 45 years.

Q.11. What industries are covered under the scheme?

Ans. DDU-GKY is industry agnostic. That said, its current training partners offer training programs in over 82 sectors, covering over 450 job-roles or trades. Candidates can only choose from skills offered in their vicinity/ assigned projects in their district.

Q.12. I am confused about which skill to choose? Is there any guidance provided to help me select the right skill?

Ans. Yes the best thing for you is to be chosen for the training of a skill you are already good at. You can get in touch with our nearest training provider and take an aptitude test conducted by them. This will tell you what you are good at and which skill to choose.

Q.13. Will the government or corporate provide the training?

Ans. Under DDU-GKY, several educational institutions of repute, corporate training houses and NGOs have been sanctioned projects. The DDU-GKY is the first skill training initiative in the country to have set benchmarks for minimum standards and quality benchmarks in service delivery through its framework of Guidelines and Standard Operating Procedures (SOPs), and all its sanctioned projects implemented by its partners (PIAs) need to comply with all applicable standards. DDU-GKY approves training programs with curriculum as recommended by NCVT (National Council for Vocational Training) or as identified in the Qualification Packs (QPs) based on NOS (National Occupational Standards) by the respective SSCs (Sector Skills Council) of NSDC (National Skill Development Council).

Q.14. Is there a training fee?

Ans. No. DDU-GKY subsidizes 100% cost of skill training of candidates at its approved training centres implemented by its PIAs in sanctioned projects. There are no fees. There are no registration charges. There are no examination or certification charges. There are no placement charges. However, candidates are required to attend all classes and On Job Training, put in hard work and effort to learn a trade and achieve a minimum of 70% marks in the final exam to pass.

Q.15. What would be the duration of the training?

Ans. DDU-GKY offers three-month, six-month, nine-month and twelve-month training courses, the duration for which are 576 hours, 1152 hours, 1728 hours and 2304 hours respectively. OJT (On-the-Job Training) is also a part of these trainings, with 30 days for a 576 hours (three-month) course, 60 days for a 1152 hours (six-months) course and 90 days for a 1728 hours (nine-months) course and 120 days for a 2304 hours (twelve-month) course.

Q.16. Are the classes full-time or part-time?

Ans. Currently, most of the training projects are full-time. However, on the basis of need of the project, the following training provisions have been made:

- A continuous period (six day week)
- Weekends (training projects for those with some employment including unskilled employment)
- Part time (training projects for those who wish to undergo training outside of normal working hours).

Q.16. What if my attendance is lower than 50%?

Ans. If your attendance is lower than 50%, then you will not be eligible to appear for the final assessment and certification. Therefore it is essential that you attend all classes and work hard to get your certificate and placement offer. This certificate is recognized by the government and will be useful for all subsequent job applications you make.

Q.17. Will I receive a certificate on completion of the training? Who will be the accreditation authority?

Ans. Yes, you will be provided a government recognized certificate upon successful completion of the training. In case of training programs implemented under NCVT curricula, NCVT through its accredited assessors will perform the external assessment on completion of the duration of the course and provide the necessary co-branded certification upon passing. In case of QP-NOS, accredited third-party assessors appointed by SSCs of NSDC will perform the external assessment upon completion of the duration of the course or minimum hours as identified by DDU-GKY and provide successful candidates with co-branded certification. Most employers recognize the Certificate as a symbol of learning and achievement, which will get you a job with higher salary. It will also be recognized when applying for Government jobs (if advertised and relevant for the position offered).

Q.18. In addition to skill training, I also want the opportunity to finish my matriculation. Will I get the opportunity to do so while training under DDU-GKY?

Ans. In some training programs, which are of longer duration, like 12 months, you will get the opportunity to complete a school year. The training centre will provide linkages with National Open Schools so that you can enroll for the class as well as complete your class examination along-side the training program. However, this facility is available only in some training programs. You will need to check before joining the training program. At the same time, all training centres will encourage and support you in the endeavor to complete your schooling.

Q.19. How do I locate a training centre in my area?

Ans. You can find a training centre near your place and contact them directly through Map. Alternatively, you can get enrolled with your Gram Panchayat or Gram Rozgar Sewak, who in turn will recommend the nearby Training Centre or its mobilization staff to meet you and offer you counseling and guidance.

Q.20. What are the facilities entitled to a candidate in a training centre?

Ans. The following facilities are available at every training centre:

- Aadhaar Card or similar bio-metric Identification Card
- Bank account in your name
- Free uniform (1 or 2 sets depending upon location & season), books and learning material
- Lab, classroom and IT facilities
- Tablet PCs in some training centres to learn at your own pace
- Free internet and email access on all IT equipment so that you can check their emails and browse the internet, one computer per person
- First aid, hygiene, drinking water, canteen and washroom facilities
- Free accommodation and food in residential training programs
- Rs. 100/- for every 8 hours of training attended (workday) transferred directly to your bank account towards meal and conveyance allowance in non-residential training programs.
- Projection, AV recording & playback and copying equipment, where needed
- Fire fighting equipment
- Power back up by way of DG set
- CCTV recording facilities in classroom, labs and common areas to monitor training quality and ensure safety
- Geo-tagged time-stamped Aadhaar linked biometric attendance facility for both trainers and trainees
- Certified trainers for domain skills, English, IT skills & soft skills

Q.21. Will there be any financial assistance or accommodation provided in case the training centre is far from my village?

Ans. Yes, in case of residential projects where the training centres are set-up in towns, we provide residential facilities with free accommodation and food. In case of non-residential projects, you will get Rs. 100/- for every 8 hours of training attended (workday) towards

conveyance and meal allowance which will be transferred directly to your bank account in regular intervals during the training course.

Q.22. What if I am not suited for the training or want to join training for another skill?

Ans. Before the selection is made, the PIA training centre will test your inherent aptitude and skill. If you are found suitable, then you are inducted into the training batch. If even after induction, you feel you are not suited for the training or jobs that will result from the training, you can meet with the counselor in the training centre and drop from the program before the batch is frozen for the training, within the first 10 days.

Q.23. Is there a placement guarantee?

Ans. Under DDU-GKY, the training partners are mandated to place atleast 75% of the successful candidates in jobs, offering a minimum salary (CTC) of Rs. 6000 per month. This amount will include any incentive or facility the company will provide you with like transport or meals or accommodation etc. Else, the applicable charge may be deducted from your monthly salary.

Q.24. What if I need to drop-out of training in between dues to personal reasons, will I get the opportunity to continue the training after a brief interval?

Ans. If you have to drop-out of training, then you will not get your certificate or placement. However, if there is another such project sanctioned in your district of domicile, then you may get the opportunity again.

Q.25. Will I get industry exposure before being placed?

Ans. Yes, most of the skilling courses have provision for providing On-the-Job Training (OJT). The maximum permissible days for OJT are 30 days for three month course, 60 days for six month course, 90 days for a nine month course and 120 days for a 1 year course. In case of courses having duration between three months to 12 months, besides the standard duration of 3, 6, 9 and 12 months, the maximum OJT allowed shall be 1/3rd of the total course duration or 120 days, whichever is lower.

Ans. Some of top recruiters among companies are:

- Cafe Coffee Day
- Apollo Hospitals
- Maruti Udyog Ltd
- Big Bazaar Group
- Bharti Airtel Ltd
- Vodafone
- Manpower Group
- Tata and Sons Group
- GMR Group
- Safe Xpress
- Raymond Limited
- TTI Global Pvt. Ltd.

Q.28. What are the minimum and the maximum salary mandated?

Ans. The minimum salary assured after our training program is Rs. 6000 per month. In case you are placed in a foreign job, the minimum salary would be US\$500 per month (Rs. 30,000/- approximately). The maximum salary would depend upon the job profile and the capability of the candidate.

Q.29. Is there any assistance provided once I am placed?

Ans. Yes, under DDU-GKY candidates are also eligible for post-placement support, wherein Rs. 1,000 per month will be transferred directly to your bank account for a period of 2 months in case you are placed within the district of domicile, for 3 months if you are placed within the state of domicile and for 6 months in case the placement happens outside the state of domicile. This is in addition to your salary earned from the employer and is to enable you to focus on the job and settle down at the earliest.

Q.30. What if I am unable to perform at my job? Will I get an additional placement opportunity?

Ans. Each training programs empowers you to perform in your job, having trained you with the same equipment that you will find in your everyday job. However, if for some reason, you are unable to perform at the job, but have the potential and desire to work, the PIA will try to place in another job more suitable to you. In every case, you are expected to work hard and perform in your job.

Q.31. Is there any assistance provided in case I need to migrate because of the placement?

Ans. Apart from the post-placement support mentioned in FAQ number 34, States implementing the DDU-GKY programs (through their SRLMs) are in the process of setting-up Migration support centres across all operational states which would provide the following services:

- Registration of workers and facilitating access to identify related documents
- Access to immediate housing support or transit accommodation at a subsidized cost
- Access to information on basic social services: housing-related, schools, hospitals, etc.
- Access to information on basic Government services, social programmes/ schemes, etc.
- Financial inclusion, bank linkages, salary remittance from remote locations, financial counselling, and linkages to social security
- Healthcare counselling, health education and linkages with formal institutions/schemes
- Legal education, mediation and counselling services for workers facing disputes at work

Q. 32. Are there any opportunities for placement abroad?

Ans. Yes, basis the need of the employer and the requirement of the job, you could also be placed in a foreign job, with a minimum salary of US\$500 per month (Rs. 30,000/- approximately).

Q. 33. Will I get a Government job after completing the training program?

Ans. No. Government sponsors your training at an institute of repute and the PIA will place you in industry.

Q.34. Often, employers have a hire & fire policy. How will training under DDU-GKY help me in retaining a job?

Ans. Training centres under the DDU-GKY offer courses approved by NCVT or Qualifications Packs for NOS as devised by the Sector Skills Councils of NSDC. In addition, all training centres offer domain labs, which usually have the same equipment as you will find in your job. And you will get additional courses in soft skills, functional English and Computers. You will also get to work and learn from a Tablet PC in some training centres. Most of the DDU-GKY training partners use very innovative teaching techniques that use a lot of videos and employ qualified trainers. As a result, training that you get under this program will make you job-ready and capable of performing in the placement provided.

Q. 35. Once placed, will I grow in my job? Or is there a risk that I will remain stuck in the same position and role all my working life?

Ans. In all training courses, you will be trained in the skills needed to grow in your job and profile. But you need to work hard and ensure that your superiors and employers find you suitable for promotions from time to time.

Q. 36. After the training, can I choose to be self-employed?

Ans. All training programs under the DDU-GKY are devised to make you capable for a job. There are no classes or courses for self-employment or starting a business, but if you think are ready and want to start one, the counselors will encourage you and may offer you help from time to time.

Q. 37. If I choose to be self-employed or start my own business, how will DDU-GKY and/or MoRD help me?

Ans. The Ministry of Rural Development runs several other schemes, one of which is skilling for start-ups and entrepreneurships. Once you complete your course, you can apply under the entrepreneurship and receive necessary support like additional training or small loans to start your own business.

CHAPTER – 9

National Social Assistance Programme (NSAP)

Background of NSAP:

National Social Assistance Programme (NSAP) came into effect from 15th August 1995 onwards. Article 41 of the Constitution of India states “The state shall, within the limits of its economic capacity and development, make effective provision for securing:

- ✓ *Right to work, (Meet up under MGNREGA)*
- ✓ *Right to education and (Various education policies by Education Department compliance to RTE.*
- ✓ *Public assistance in cases of unemployment, old age, sickness and disablement, and in other cases of undeserved want” under NSAP.*

The Article directs the State, within the scope of its economic development, to assist its indigent citizens with special needs such as:

- ✓ Elderly
- ✓ Differently-abled and
- ✓ Widow

Hence, this article became the guiding force, for the launching of NSAP as a Centrally Sponsored Scheme with the objectives of providing basic financial support.

Q. What are the objectives of NSAP of MoRD, GoI?

Ans: The main objective of launching NSAP was to provide social protection to the eligible beneficiaries, who require the help of others for survival.

Q. What are the components of NSAP?

Ans: The NSAP was launched on 15.08.1995) and expanded to 5 core schemes viz.:

1. Indira Gandhi National Old Age Pension Scheme (IGNOAPS);
2. Indira Gandhi National Widow Pension Scheme (IGNWPS);
3. Indira Gandhi National Disability Pension Scheme (IGNDPS);
4. National Family Benefit Scheme (NFBS);

Q. Who is an Old Age?

Ans: An old Aged person is one who has crossed 60 years of age.



Q. What is IGNOAPS?

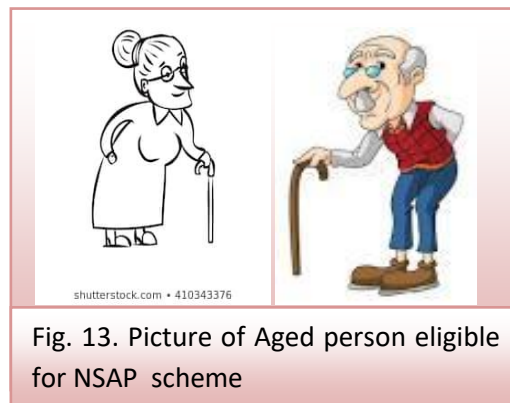
Ans: IGNOAPS is the name of a scheme of MoRD under NSAP, which provides an honorarium to the aged persons belongs to the BPL family who has crossed the age of 60 years.

Q. What are the eligibility criteria under IGNOAPS?

Ans:

In order to avail IGNOAPS one must fulfilled the following criteria:

1. One must be the age of 60 years and above;
2. Belong from Below Poverty Line (BPL) family;
3. Certificate of age proof from Doctor;
4. Select through Gram Sabha (GS).



Q. What is the pension scale per month under IGNOAPS?

Ans: The monthly pension amount under IGNOAPS in Arunachal Pradesh is as per the details below: However, the monthly pension is subjected to change as per the policy decisions by the center and the state government from time to time.

Sl. No.	Central Assistance	State Assistance	Total Assistance per month	Defined Ages
1	Rs. 200/-	Rs. 1300/-	Rs. 1500/-	60 to 79 years
2	Rs. 500/-	Rs. 1500/-	Rs. 2000/-	80 and above

Q. What do you understand by IGNWPS?

Ans: Indira Gandhi National Widow Pension Scheme is a scheme launched by MoRD-GoI to help the poor widow for taking care of the orphan and self under which an honorarium is fixed and paid on monthly basis that has fulfilled the eligibility criteria as prescribed by MoRD and passed by GS.

Q. Who is a widow?

Ans: A widow is a person whose husband has been expired.



Q. What is the eligibility criterion of IGNWPS?

Ans: Eligibility Criteria:

1. No living husband;
2. Age 40 to 59 years;
3. Belong from Below Poverty Line (BPL) family;
4. Select through Gram Sabha (GS).

Q. What is the pension amount under IGNWPS?

Ans: Any widow who is in the age between 40 to 60 will get a pension amount as per the details below:

Sl. No.	Central Assistance	State Assistance	Total Assistance per month	Defined Ages
1	Rs. 300/-	Rs. 1700/-	Rs. 2000/-	40 to 79 years
2	Rs. 500/-	Rs. 1500/-	Rs. 2000/-	80 and above

Q. What is the IGNDPS?

Ans: Indira Gandhi National Disability Pension Scheme launched by MoRD to assist the disabled person for survival. Under this scheme, a lump-sum honorarium is paid to the beneficiaries on monthly basis.



Fig. 15. Picture of Disable person

Q. Who is a disability person?

Ans: The disabled person is one who is having 40% disability in his/her body.

Q. What are the Eligibility Criteria to avail IGNDPS?

Ans: To avail of IGNDPS one must fulfill the following criteria?

1. Age verification 18-59 yrs onwards (Male or Female)
2. Belong to BPL family;
3. Obtain a certificate of age proof and disability benchmarks from the Doctor.
4. Suffering from severe or multiple disabilities (above 40% disability).

Q. What is the quantum of pension amount under IGNDPS?

Ans: The person eligible under IGNDPS will receive a monthly pension as shown in the table below:

Sl. No.	Central Assistance	State Assistance	Total Assistance per month	Defined Ages
1	Rs. 300/-	Rs. 1700/-	Rs. 2000/-	40 to 79 years
2	Rs. 500/-	Rs. 1500/-	Rs. 2000/-	80 and above

Q. What are the types of disabilities for availing benefits under NSAP?

Ans: At present 21 types of disabilities are considered viz.,

1. Blindness,
2. Low Vision,
3. Leprosy Cured persons,
4. Locomotors Disability,
5. Dwarfism
6. Intellectual Disability,
7. Mental Illness,
8. Cerebral Palsy,
9. Specific Learning Disabilities,
10. Speech and Language disability,
11. Hearing Impairment,
12. Muscular Dystrophy,
13. Acid Attack Victim,
14. Parkinson's disease,
15. Multiple Sclerosis,
16. Thalassemia,
17. Hemophilia,
18. Sickle Cell Disease,
19. Autism Spectrum Disorder,
20. Chronic Neurological conditions.
21. Multiple Disabilities including Deaf-Blindness.

Q. What is the National Family Benefit Scheme (NFBS)?

Ans: The National Family Benefit Scheme (NFBS) is one-time assistance given to the bereaved household in the event of the death of the breadwinner. The family benefit will be paid to such surviving members of the household of the deceased immediate head of the household.

Q. What are the eligibility criteria to avail NFBS?

Ans: 1. The deceased person must be the breadwinner of the family;
2. A breadwinner should be a member whose earnings contribute substantially to the household income.
3. The age of the breadwinner should be between 18 to 59 years at the time of death.
4. Beneficiary: any member of the family including minor and aged dependent parents.

Q. What is the assistance amount under NFBS?

Ans: Under the National Family Benefits Scheme (NFBS) one-time assistance of Rs. 20000/- only is given to the surviving member of the household.

Q. What is Annapurna Scheme? And what are the benefits provided under the scheme?

Ans: Annapurna Scheme aims at providing food security to meet the eligible old-aged persons uncovered under IGNOAPS.

Under the scheme, 10kg of food grain (wheat or rice) per month is given to the beneficiaries per month.

Q. What is the procedure for the selection of beneficiaries?

Ans: Every district shall have to constitute a board to scrutinize the eligibility beneficiaries recommended by Gram Sabha to be covered under NSAP comprising of the following members:

- | | | | |
|------|--------------------------------|---|-------------------|
| i) | Deputy Commissioner | : | Chairman |
| ii) | District Medical Officer (DMO) | : | Member |
| iii) | Zilla Parishad Chairperson | : | Member |
| iv) | A prominent Disabled Persons | : | Member |
| v) | Dy. Director (WCD/CDPO) | : | Member Secretary. |

For details may visit the Website: sjeta.arunachal.gov.in.

Contact: 9717809691/9485236242.

CHAPTER - 10

SAANSAD ADARSH GRAM YOJANA (SAGY)



INTRODUCTION

Hon'ble Prime Minister Shri Narendra Modi launched Saansad Adarsh Gram Yojana (SAGY) on 11th October, 2014 on the birth anniversary of Lok Nayak Jai Prakash Narayan at Vigyan Bhawan, New Delhi. Inspired by the principles and values of Mahatma Gandhi, the Scheme places equal stress on nurturing values of national pride, patriotism, community spirit, self-confidence and on developing infrastructure. SAGY will keep the soul of rural India alive while providing its people with quality access to basic amenities and opportunities to enable them to shape their own destiny.

GOAL

The goal of Saansad Adarsh Gram Yojana (SAGY) is to translate comprehensive and organic vision of Mahatma Gandhi into reality, keeping in view the present context.

Develop three Adarsh Grams by March 2019, of which one would be achieved by 2016. Thereafter, five such Adarsh Grams (one per year) will be selected and developed by 2024.

SAGY – A Programme with a difference

- Not an Infrastructure centered scheme
- Holistic Development of village is the aim

OBJECTIVES:

The main objectives of SAGY are:

2. To trigger processes which lead to the holistic development of the identified Gram Panchayats
3. To substantially improve the standard of living and quality of life of all sections of the population through
 - Improved basic amenities
 - Higher productivity
 - Enhanced human development
 - Better livelihood opportunities
 - Reduced disparities
 - Access to rights and entitlements
 - Wider social mobilization

- Enriched social capital
- 4. To generate models of local level development and effective local governance which can motivate and inspire neighboring Gram Panchayats to learn and adapt
- 5. To nurture the identified Adarsh Grams as schools of local development to train other Gram Panchayats

VALUES OF SAGY:

- Ensuring the involvement of all sections of society in all aspects related to the life of village. Especially in decision-making related to governance
- Adhering to Antyodaya – enabling the “poorest and the weakest person” in the village to achieve well-being
- Affirming gender equality and ensuring respect for women
- Guaranteeing social justice
- Instilling dignity of labour and the spirit of community service and voluntarism
- Promoting a culture of cleanliness
- Living in consonance with nature – ensuring a balance between development and ecology
- Preserving and promoting local cultural heritage
- Inculcating mutual cooperation, self-help and self-reliance and fostering peace and harmony in the village community
- Bringing about transparency, accountability and probity in public life and Nurturing local self-governance

STRATEGY

Leveraging the leadership, capacity, commitment and energy of the Members of Parliament (MP) to develop model Gram Panchayats.

Engaging with and mobilizing the community for participatory local level development.

Converging different government programmes and private and voluntary initiatives to achieve comprehensive development.

- Building partnerships with voluntary organizations, co-operatives and academic and research institutions.
- Focusing on outcomes and sustainability

PLANNING:

- A Village Development Plan would be prepared for every identified Gram Panchayat with special focus on enabling every poor household to come out of poverty.
- Understanding Villages which have achieved success as Model Villages.
- Converging the resources of various Centrally Sponsored and Central Sector Schemes

KEY ASPECTS



ROLE OF MEMBERS OF PARLIAMENT

1. Identify and select the Adarsh Gram
 1. A Gram Panchayat would be the basic unit. It will have a population of 3000-5000 in plain areas and 1000-3000 in hilly, tribal and difficult areas.
 2. The MP would be free to identify a suitable Gram Panchayat for being developed as Adarsh Gram, other than his/her own village or that of his/her spouse.
 3. Lok Sabha MP has to choose a Gram Panchayat from within his/her constituency
 4. Rajya Sabha MP may choose Gram Panchayat from the rural area of a district of his/her choice in the State from which he/she is elected.
- Nominated MPs may choose a Gram Panchayat from the rural area of any district in the country In the case of urban constituencies (where there are no Gram

Panchayats), the MP will identify a Gram Panchayat from a nearby rural constituency.

2. Engage with the community in the village
3. Propagate the values of the scheme
4. Initiate start-up activities to build up the right environment
5. Facilitate the planning process

OUTCOMES:

Most of the outcomes related to investments and schemes are detailed in Annexe II. In addition, SAGY is expected to have other significant outcomes which would include:

1. Increased livelihoods/employment opportunities
2. Reduction in distress migration
3. Freedom from bonded labour, child labour and manual scavenging
4. 100% registration of deaths and births
5. Evolution of alternate dispute resolution system acceptable to all sections of the community
6. Peace and Harmony
7. Demonstration effect on other Gram Panchayats

<p>FOR FURTHER DETAILS DEPARTMENT OF RURAL DEVELOPMENT, GOVERNMENT OF ARUNACHAL PRADESH MAY BE CONTACTED.</p>
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CHAPTER – 11

SOCIAL AUDIT (PEOPLE’S AUDIT)



Introduction:

Participation of all levels of stakeholders became mandatory for achieving the desired goals in all aspects like the framing of any development strategies, implementation of projects, fruitful decision making, coordination amongst the different levels of stakeholders, etc. Social Audit is the process where all communities of stakeholders actively took part. It became an important tool for achieving transparency, accountability, equitable sharing of benefits, and attainment of quality works under any development initiatives.

The concept of Social Audit emerged from people’s movements and struggles to assert the right to work as a constitutional right. Enactment of Right to Information (RTI) in the year 2005 gave access to information which otherwise was not readily available relating to records, financial transaction status, utilization, etc. about the implementation of schemes and funds with the participation of Panchayats, particularly Social Audit Gram Sabha, the necessity of evaluating the performance of various development schemes and other activities necessitated a mechanism to ensure transparency and accountability. Hence, the adoption of Social Audit as a means has been considered a vital component in development administration. The innovative feature of the Mahatma Gandhi NREGA is that it has institutionalized ‘Social Audit’ as a means of continuous public vigilance (Mahatma Gandhi NREGA, Section 17).

Social Audit has been made mandatory for the programmes being implemented at Grass root levels by the Central Government besides MGNREGA. It has been made not only to audit the expenditure of funds been utilized and find false but also to suggest corrective measures on the discrepancies (including recovery) caused in the process of project implementation on the part of Government functionaries and other Stakeholders. The ultimate result of the conduct of Social Audit for all Gram Panchayat would be reached out of government schemes to the

targeted people, transparency in scheme implementation to the public, accountability of public/scheme fund to the public which leads to all-round development taking place at the grassroots level and alleviation of poverty through equitable sharing of common property resources.

The process of planning no doubt has been come up with people's participation through the massive movement of the People's Plan Campaign (PPC) for the development of GPDP all over the country but the actual challenges will be during the funding and implementation phase. Audit for utilization of fund are being done through Charter Accountant (CA) appointed to the department, AG audits, etc. but the report of such audit never disclosed and reported to the general public or in any platform like Gram Sabha thereby accountability and transparency remains a doubt to the eyes of public for which the fund and schemes are mean for.

To bridge such gaps, Social Audit has been made mandatory for MGNREGA, PMAY, NSAP, SBM(G) and FFC by the Ministry of Rural Development and Panchayati Raj (MoRD & PR). To carry forward the task an independent Social Audit Unit (SAU) has been established under the Department of Audit and Pension, Govt. of Arunachal Pradesh and presently located at mini-Secretariat Complex, Naharlagun. However, the public in the state is yet to know what exactly the Social Audit is and its utility, their participation, and role, etc. Therefore, orientation training and awareness generation to the RD & PR functionaries working at the Block, and Grassroot levels, elected PR members, Gaon Burahs, SHG leaders, the general public is the need of the hours.

Doubt clarification through Question and Answer forms on Social Audit.

Q. What is Social Audit?

Ans: Social Audit is an effective means for ensuring transparency, participation, consultation, and accountability under MGNREGA and other FLAGSHIP programmes sponsored by MoRD & PR, Govt. of India, and State Govt.



Document verification process during social audit.

Q. What do you understand by transparency and accountability?

Ans: Transparency and accountability go hand in hand for good governance in the implementation of any development programmes.

By transparency, we understand that it is a process of disclosure of relevant information to the public domain. So that people who want to see the information/data/records about the programme meant for the public are readily available.

Accountability means ensuring that officials in public, private and voluntary sector organizations are answerable for their action.

Q. What are the objectives of Social Audit?

Ans: The objectives of Social Audit are:

- Assessing the physical and financial gaps between needs and resources available for local development;
- Creating awareness among beneficiaries and providers of local social and productive services.
- Increasing efficacy and effectiveness of local development programmes.

Q. Why we need a Social Audit?

Ans: Despite having strict rules and regulations, guidelines issued by Government, still the performance in terms of quality and quantity of works, utilization of fund most often reported lagging and underutilized. Therefore, we need Social Audit to ascertain the following:

- i) Disclosure of physical and financial achievement of schemes as per guideline to the public.
- ii) Physical verification of records of financial transactions and works undertaken.
- iii) Monitoring of the quality and quantity of the works and followed by corrective measures.
- iv) Participation of stakeholders and the community (User groups) in the implementation of works.
- v) Creating a sense of ownership amongst the villagers for all development activities that took place in their area.

Q. How Social Audit is different from other financial audits?

Ans: Other general financial audit is an audit of accounts based on the records maintained by the agencies/organization basically on financial aspects only. The differences can be clear from the following table:

General financial Audit	Social Audit
Here financial aspects accounts are checked	Financial aspects accounts, as well as the performance of the schemes, are evaluated
It audits the accounts of a particular year	It is a scheme-specific audit of accounts
Here audit of accounts is done as per formal laid down rules/guidelines	Here audit is done as per formal laid down guidelines coupled with on spot/situational queries on the performances
Here corrective measures cannot be adopted immediately.	Here drawbacks are identified quickly and corrective measures are promptly taken at Social Audit Gram Sabha.
Audits are conducted by an appointed audit agency in an official environment in presence of dealing officers/officials	Here the role of the auditor is just facilitators to act between the Govt. officials and the beneficiaries.

Q. How Social Audit Gram Sabha is different from Normal Gram Sabha?

Ans: Gram Sabha has been empowered under the 73rd Constitutional Amendment to be constituted in every GP as a platform for deciding on development planning/approval of schemes, implementation, and other welfare activities by the eligible persons whose name is registered in the electoral roll.

Whereas, Social Audit Gram Sabha is convened to validate the performance, verification of reports by the facilitators, queries are met up by the implementing agencies to the public/Sabha members. Corrective measures are passed during Social Audit Gram Sabha and recommendations are made thereupon.

Q. Who will conduct Social Audit?

Ans: An independent Social Audit Unit (SAU) has been set up at Itanagar to facilitate the Social Audit through its District and Block level facilitators will conduct facilitate Social Audit. The audit shall be conducted by Community.

Q. What are the roles of different Stakeholders for timely and Smooth Conduct of Social Audit?

Ans: **A. Social Audit Unit (SAU)**

i) The Social Audit Unit shall be responsible for building capacities of Gram Sabha for conducting a social audit by identifying, training, and deploying suitable resource persons at the village, block, district, and State level drawing from primary stakeholders and other civil society organizations having knowledge and experience of working for the rights of the people. The Social Audit Unit will create awareness amongst the laborers about their rights and entitlements under the Act, and facilitate verification of records with primary stakeholders and work sites.

ii) Trained resource persons should be identified to facilitate the process of Social Audit. These trained resource persons in turn train the village community in carrying out the verification process. The resource persons can be drawn from primary stakeholders, civil society organizations, Bharat Nirman Volunteers (BNV), who have knowledge and experience of working for the rights of the people.

iii) The trained resource persons deployed for facilitating social audit in a Panchayat shall not be residents of the same Panchayats.

iv) The Social Audit Unit shall be responsible to prepare social audit reporting formats, resource material, guidelines, and manuals for the social audit process.

v) The Social Audit teams shall conduct door-to-door visits to meet beneficiaries of the MGNREGS under Audit and share relevant information with them. These teams shall also visit project sites and physically verify whether completed projects match the information contained in the records of implementing agencies.

vi) The Social Audit Unit shall be responsible to host the social audit reports including action taken reports in the public domain.

vii) The Social Audit Unit shall facilitate smooth conduct of social audit by Gram Sabhas for reading out and finalizing decisions after due discussions.

viii) The implementing agency shall at no time interfere with the conduct of the social audits.

ix) The implementing agency of the scheme shall provide requisite information to the Programme Officer for making it available to the Social Audit Unit at least fifteen days before the date of commencement of the social audit.

B. i) At State Resource Persons:

- a) Advise and assist the Director in day to day function of the SAU and policy decisions in the conduct of social Audit;
- b) Monitor the social audit process at different levels;
- c) Analyse the social audit findings and prepare reports to be circulated among different stakeholders in the state;

ii) District Resource Persons:

- a) Coordinate all activities related to social audit at the district level;
- b) Coordinate with the Block Resource Persons to ensure conducting of social audit as per the calendar uploaded on AwaasSoft and specified processes and enter the data in the MIS;
- c) Ensure that important social audit findings are communicated to senior implementation officials and elected representatives in the district.
- d) Monitor the action taken reports at the district level;
- e) Capacity building of the Block Resource Persons etc.
- f) Ensure that all the non-negotiable in the social audit process are followed;

iii) Block Resource Persons:

- a) Responsible for the overall conduct of social audit in the village Panchayat as per the specified process and calendar;
- b) Responsible for identification and training of Village Resource Persons;
- c) Responsible for submission of the final audit report as per the prescribed format to SAU.

iv) Village Resource Persons (VRPs):

- a) Verification of all records while interacting with the beneficiaries;
- b) Holding FGD with the villagers, including PRI representatives SHGs, vulnerable persons;
- c) Check whether PWL of beneficiaries under PMAY-G displays on the notice board;
- d) Checked whether Gram Sabhas are properly conducted for the selection of beneficiaries and finalization of schemes.

C) Central Government:

The central govt. is to bear the costs of establishing the Social Audit Unit and conducting the social audit shall be met from the grants given by the Central Government towards administrative expenses for implementation of schemes.

D) Central Employment Guarantee Council (CEGC):

Central Employment Guarantee Council shall monitor implementation of MGNREG Audit of Scheme Rules, 2011, and action taken on social audit reports and report the same in the Annual Report to be laid before the Parliament.

E) State Government:

- i) Issue necessary instruction/suitable state-specific guidelines to Districts.
- ii) The State Government shall be responsible to take follow-up action on the findings of the social audit.

F) State Employment Guarantee Council (SEGC):

i) State Employment Guarantee Council shall monitor the action taken by the State Government and incorporate the Action taken Report in the annual report to be laid before the State Legislature by the State Government.

F) Deputy Commissioner

The Deputy Commissioner (DC) is designated as the District Programme Coordinator (DPC) under MGNREGA and is responsible for:

- i) He/she is responsible for smooth conduct of the Social Audit in every Gram Panchayat;
- ii) He/she is responsible for passing necessary direction to its functionaries for coordination, necessary arrangements for carrying out of Social Audit by SAU personnel.
- iii) He/she is entrusted with important activities like kick start of Social Audit process, ensuring smooth conduct of Social Audit Gram Sabha, Organizing Social Audit Exit Conference.
- iv) He/She is responsible for taking corrective action against the wrongdoers and preparing Action Taken Reports by the District based on the recommendation/findings of the Social Audit Gram Sabha.

G) Block Development Officer:

The Block Development Officer is designated as the Programme Officer under MGNREGA and is responsible for:

- i) He/she is responsible for the wide publicity of Social Audit Gram Sabha for large-scale public participation.
- ii) Making available all documents and keep readiness of following records: Files, registers, Case book, muster roll, payslip, vouchers, sanction order copies for wage payment, material purchased, etc. for verification by Social Audit facilitators;

- iii) Ensuring attendance of its subordinate staff during scrutiny of documents, physical verification of works, in person beneficiary interaction, and for a reply of queries raised during Social Audit Gram Sabha.

H) Gram Panchayat:

- i) The Gram Panchayat should ensure wide publicity of Social Audit Gram Sabha and mass participation of public;
- ii) Ensure active coordination of Mate, GRS, BFT during the Social Audit process, and Social Audit Gram Sabha.

I) Social Audit Gram Sabha:

- i) Validation of all expenditure records present before the Sabha by SAU facilitators;
- ii) The suggestion of corrective measures;
- iii) Redressal/recovery etc. from the wrongdoers along with deadline;

J) Role of Users Group:

Beneficiaries are the ultimate user of all drama of scheme under MGNREGA and other Rural Development Schemes, they have a major role to play for smooth conduct of Social Audit:

- i) The beneficiaries must know and able to claim their rights and provisions under the schemes;
- ii) They must assist the Social Audit facilitators in carrying out physical site verification;
- iii) They should actively disclose the actual works taken place in their GP to the facilitators if asked during door-to-door visits.
- iv) They must courage to query about the quality and quantity of work to the Programme Officer during Social Audit Gram Sabha.
- v) Mobilize fellow members for active participation in Social Audit Gram Sabha.

Q. Who are the Social Audit Resource Persons?

Ans: Qualified Educated Youths are appointed as Resource Persons at different levels to facilitate the process. Within the SAU, there are State Resource Persons, District Resource Persons, Block Resource Persons, and Village Resource Persons.

Q. What are the Steps for conducting Social Audit?

Ans: i) **Preparatory measures:**

- a) Kick-off meeting between SAU, DRI, and DPC to finalize the Social Audit Calendar gram Panchayat wise **(30 days in advance)**;
- b) Issue of circular and wide publicity of the date of Social Audit through new paper, radio, etc. **(21 days in advance)**
- c) Providing detailed sanction copies and other relevant documents by DPC, Pos to DRP; **(21 days in advance)**

- d) PO to provide all documents/bills segregated work-wise files to DRP (**15 days in advance**);
- e) PO to intimate all Block and village stakeholders for their present SA and Gram Sabha (**15 days in advance**);
- ii) **Actual Social Audit process: (Within 4 days)**
 - a) Document verification, Door to Door interaction, Field observation and Measurement, Draft SA reports for SA Gram Sabha presentation;
 - b) Social Audit Gram Sabha and presentation of the findings of Audit and
 - c) Recommendation of action points and redressal measures etc.
- iii) **Post Social Audit: Action to be completed within 30 days)**
 - a) Preparation of Audit Report by DRI;
 - b) Conduct of exit conference by DPC with all level of stakeholders;
 - c) Finalization of the Audit report by DRI, review of the report by SAU and uploading in MIS;
 - d) DPC to submit Action Taken Report after the conduct of exit conference;

Q. What are the benefits of Social Audit?

Ans: Social Audit benefited us in many ways as described below:

1. It empowered the local community to audit a government programme, which compelled the govt. functionaries accountable to the people;
2. It generates awareness to the community to take ownership of public properties and create a sense that the functionaries are working for them;
3. It provides instant delivery of justice for being deprived by government functionaries;
4. It suggests corrective measures, unlike other financial audits.
