



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar



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OFFICE ORDER

The Project has up scaled its intervention in 533 blocks across 38 Districts and the model has to be replicated in each block and District. There is need to maintain uniformity in the approach as well as a minimum standard / benchmark across the interventions and project units. The greater challenge for the Project is not only to upscale the interventions but also to strengthen the existing CBOs. In this regard, a first step has been taken by putting a nodal person for each of the Districts to support in their review system and strategy making towards any planned intervention. It will help the State Unit to have an overview of the challenges being faced by the Districts and provide support as per the requirement.

For this purpose, the following nodal persons would provide support to the assigned districts:-

Districts	Nodal Person	Districts	Nodal Person
BRLP		NRLP	
Gaya	AO- Mr R Parimal	Patna	PS - Dr Santosh Kumar
Nalanda	PC FI- Mr Mukesh Chandra Sharan	Bhagalpur	SPM - Off farm- Mr Rakesh Kumar
Muzaffarpur	SPM ICB - Mr Prashant Krishna	Jamui	PM MI - Mr Anubhav Dubraj
Madhubani	SPM NF- Mr Vikas Kunj	Rohtas	SPM SD- Ms Archana Tiwari
Khagaria	PC GKM - Ms Mahua	Aurangabad	PM NF - Mr Samir Kumar
Purnia	SPM Farm- Mr Manoj Kumar	Samastipur	SPM H & N - Mr Apollo Purty
NRLM		Gopalganj	PM SD - Mr Siddharth Keshri
Vaishali	SFM- Mr Manish Kumar	West Champaran	SFM - Mr Uday Verma
Siwan	SFM- Mr Surya Kant	East Champaran	PM CB - Mr Manoj Kumar
Saran	PM TLC - Ms Amrita Singh	Sitamarhi	SPM MF - Mr Manish Kumar

Districts	Nodal Person	Districts	Nodal Person
Sheikhpura	PM P&A - Ms Asha	Darbhanga	PM IB - Mr Ritesh Kumar
Araria	PM MIS : Mr Manav Suarav	Supual	AFM - Mr Sikander
Kaimur	PM RC - Mr Anthony	Madhepura	Dr Ajay Kumar
Lakhisarai	PM SLPM - Ms Anumeha	Saharsa	PM Entitlements - Mr Niraj Kumar
Bhojpur	SPM RC - Mr Vishwa Vijay	Kishenganj	PM CF - Mr Rajeev Kumar
Buxar	PO- Mr Kaustubh Pratik	Katihar	PM MI - Mr Jiban Kumar Jha
Sheohar	PM JOBS : Mr Gaurav	Nawada	SPM M &E – Mr Ajit Ranjan
Begusarai	FO- Mr Ranjit Kumar	Banka	SPM CF- Mr Sanjay Kumar
Jehanabad	PM H & N - Ms Somya	Munger	SPM JOBS : Mr Jitendra Kumar
Arwal	PM R&D - Ms Nidhi		

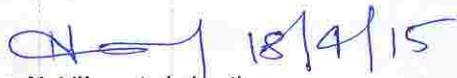
The responsibilities of the District Nodal Person & the Districts will be:-

Assignments	District	Nodal Person
Thematic Support	1. The District Thematic Manager will plan the activities & the DPM in consultation with Nodal Person will approve the Quarterly Plan of the District.	1. The Nodal Person with the support of the DPM will review the performance of the themes and provide required guidance to the themes accordingly.
Project Management	1. The District will fix a date of District Review Meeting and inform the Nodal Person by 2 nd of every month. Such review would be for two days. Ist day will be the thematic review and the 2 nd day will be for the review of BPMs. 2. The DPM will review the thematic/block project managers & support staff on the weekly basis & ensure entry of proper	1. The Nodal Person with the support of the DPM will review the thematic Managers and the BPMs. 2. On the monthly basis, the Nodal Person will review the upkeep, filing system, MIS, procurement, maintenance of books of record and statutory clearance in the district. 3. The member will submit a

	MIS, procurement, accounting, filing system and maintenance of records as per the set guidelines. 3. The District will submit the minutes along with the block ranking within 7 days of the meeting.	brief write up to CEO, BRLPS with suggestions / recommendations if any.
Human Resource	1. The State Nodal Person should be kept in loop during the transfer /posting of the Project Staffs within & outside the District. 2. The State Nodal person along with the DPM will grade thematic managers and BPIUs on the quarterly basis which will become part of the Annual Performance.	
Implementation	1. The Nodal Person would support the development and orientation of AAP of the district & smooth execution of the same. 2. The Nodal Person would be involved in the planning and strategy development process so that all interventions are implemented as per the standard business protocols.	
Correspondence	All the concerned thematic persons would mark a copy of the correspondence taking place between SPMU & DPCU to DPM and State Nodal Person.	

All Nodal Persons should report to the CEO about the performance of the district in the monthly review meetings. They can also consult / discuss issues with the CEO need based.

Wish you all the best!


(Dr. N. Vijaya Lakshmi)

CEO cum State Mission Director
JEEViKA – Bihar Rural Livelihoods Promotion Society

Copy to :

1. Director, OSD, All PCs, AO & CFO
2. All SPMs, FO, PS, PMs, All SFMs, AFM
3. All DPMs/In-charge DPMs, FMs, Thematic Managers
4. All BPMs, Young Professionals
5. IT Section