



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



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Ref: BRLPS/Proj/366/12/3847

Date: 17.01.15

OFFICE ORDER

You are aware that BRLPS has decided to hold a Financial Inclusion Program in all the districts of the state on 21st January, 21st February and 21st March 2015. The decision to do so has been communicated to all the DPCUs through letter numbered 212485/ग्रा0वि0-06-विविध 01/13, dated 15th December 2014 and BRLPS/Proj/C-66/12/3447, dated 15th December 2014. The program is captioned as विभिन्न बैंकों के सान्निध्य में स्वयं सहायता समूहों के वित्तीय एवं सामाजिक समावेशन के "बढ़ते कदम"

In order to make the program of **Financial Inclusion** (बढ़ते कदम) successful in all related districts, following is directed to act upon:

- Intimate the District Magistrate and DDC of the district to seek their guidance and time for the program. Prior invitation has to be sent to all the stakeholders including banks for participation in the program. DPMs are directed to inform SPMU about the place of program at manishkumar@brlp.in (the mail id of SPM-MF). It is important to do so as many of the bankers at state level are curious to know about the same for participation. It will be worth to inform at the earliest.
- The program will be held in an auditorium or any hall suggested by District Administration/DPCU of the concerned district. It has been decided that the program will be held at one place only as many of the BPMs are new and they need to get sensitized to the issues of planning and management of such programs.
- SHG members will be participating in the program related to Financial Inclusion. The number of members participating in the program shouldn't cross 400. Due care needs to be taken for passing on instruction to all the concerned staffs to ensure safe movement of SHG members. Please ensure to invite only that much number of members who can be also accommodated in the hall or auditorium with ease.
- Proposed Budget for each of the district is being put as an annexure. In case any district has different planning, then the same is required to be communicated to PC-FI by related DPM and based on the need suitable direction will be further provided.

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- (e) The program is an opportunity to sensitize all the stakeholders (SHG members, Banks, New staffs of Jeevika, Community Cadres etc.) about the importance of leveraging support for SHG members. There is a need to portray the image of solidarity for SHG movement and Women Empowerment. The proposed program is an opportunity for the same and should be utilized in the best possible way.
- (f) Different DPCUs can think of putting some stalls for sharing information and work done by BRLPS. The stalls can give glimpse of process of community mobilization/systems of financial management/livelihood activities etc which are part and parcel of the BRLPS functioning.
- (g) The Financial Inclusion program will include **all numbers related to Savings Account Opening, Credit Linkages and Community Investment Fund released to SHGs or Federations after December 2014**. The importance of timely support for savings account opening and related investment made by the project need to be highlighted as an important intervention to support rural livelihoods.
- (h) It is directed that for Financial Inclusion Program of January, February and March 2015, **High Importance has to be given to Micro Planning and Disbursement of CIF amount as well to Groups & Federations**. All DPMs are directed to put a strategy in place well in advance to achieve highest results. This will act as complimentary to the effort made for saving account opening & credit linkages in collaboration with banks.

It is directed that respective DPMs will facilitate and ensure implementation of the above mentioned aspects with adequate planning for successful organization of Financial Inclusion Program.

 17/1/15

(Dr. N. Vijaya Lakshmi)

Chief Executive Officer Cum State Mission Director

Copy to:

1. OSD/Director/CFO/FO/AO/PS
2. PC-FI/PC-KMG/All SPMs/All PMs
3. All DPMs/Incharge DPMs/All thematic Managers
4. All BPMs/Incharge BPMs
5. IT Section/Concerned File

JEEViKA- Bihar Rural Livelihoods Promotion Society

Proposed Budget for Financial Inclusion Program "Badhte Kadam"

S.No.	Particulars	Unit Cost	Unit	Days	Amount
1	Hall Charges	15000	1	1	15000
2	Arrangement for Tent/Pandal (In case the DPCU decides to hold the program in Tent/ pandal. Otherwise Hall Charges will apply).	25000	1	1	25000
3	Arrangement of Stage decoration & Sound System	10000	1	1	10000
4	Lunch, Snacks, Water Bottle & Juice etc.	200	400	1	80000
5	Videography & Photography	5000	1	1	5000
6	Banner, Backdrops & Printing of Big Size Cheques	7500	Lump sum	--	7500
7	Stationery	200	30	0	6000
8	Memento (Madhubani painting/ any other items etc.)	1500	5	0	7500
9	Vehicles (for Jeevika officials)	2000	2	1	4000
10	Vehicles (Bus for carrying the SHGs member)/other arrangement as deemed suitable by related DPCU	125	400	1	50000
11	Miscellaneous (Medical etc)	5000	-	-	5000
Sub Total (Rs. Two Lakhs and Fifteen Thousand Only)					215000

Note:- Expenditures made on Fooding and Vehicle for carrying SHG members need to be propotional to the planning mady by any of the DPCU. All community members and participants need to be provided with high quality Hygenic Food. In case the DPCU decides to have some stalls besides the hall charges, expenditures up to Rs. 7500 may be made for putting stalls for exhibitions from the above mentioned budget itself.Suitable direction needs to be given to avoid rash driving at any cost by DPM. No overloading in vehicle carrying participants is permitted in any circumstance. Project staffs need to accompany community members during the program and ensure due care through out the program time. All the expenditures will be as per actuals and shall be booked under stipulated budget head of the district.

