



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



बिहार सरकार

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Ref.: BRLPS/Proj/146/09/932

Date: 03/07/2015

Office Order

Swatchh Bharat Mission (SBM-G) intervention has been undertaken by the project through nodal CLF/VO in 64 GPs of 24 blocks in 10 districts during FY 2015-16. Sanitation work is very intensive and includes community mobilization, procurement, collective construction, inspection of quality of construction, utilization certificate and MIS etc. Each Block requires managerial support to roll out the entire intervention activities in the block with respective nodal CLF. Hence following major tasks need to be accomplished while implementing SBM-G and to achieve target of making 64 GPs ODF during this financial year:

SL	Major tasks	Responsible Person	Time line
1.	Ensuring agreement between nodal CLF & DWSC	DPM & M-H&N	June 15
2.	Preparation & Finalization of roll out plan with concern staff and CLF/ VOs of respective GPs	M-H&N & BPMs	9 th July 2015
3.	HHs wise Base line survey validation & Fund requisition letter through nodal CLF to DWSC.	AC & CCs with support of BPM and M-H&N	18 July 2015
4.	Community mobilization drive through cadre and staff	AC & CCs with support of BPM and M-H&N	Regular
5.	Finalize Open Defecation Elimination Plan (ODEP) in respective villages/GPs	CC, AC and BPM and M-H&N	25 July 2015
6.	Identification of sites for production of ring	CC	15 July 2015
7.	Establishment of Rural Sanitary Mart	BPM & M-H&N	31 July 2015
8.	Ensure procurement of construction items through CLF/VO with due process	BPM & M H&N	5 Aug 2015
9.	Completion of Training of Mason & Labour (Per GPs 25 Mason and 25 labour)	M-H&N	15 Aug 2015
10.	Completion of 50% of total targeted toilet construction	CLF & M-H&N	Dec 2015
11.	Maintain proper BoR in VO and CLF in regard of toilet construction and financial transaction	Book Keeper & CC supported by BPM & H&N	Regular
12.	Submission of UC in prescribed format (50% of total received fund)	CLF and BPM	Nov 2015
13.	Submission of regular (weekly/fortnightly/monthly) progress status through MIS or prescribed format	CLF, BPM and M-H&N	Regular
14.	Promotion of usage of toilet by respective HHs in all respective villages covered under toilet construction (50% Villages of identified GPs.)	CLF, BPM & M-H&N	Dec 2015
15.	Declaration of GPs as ODF GPs (50% GPs)	BPM & M-H&N	Feb 2015

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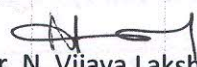
1. To accomplish above mentioned intensive task the CLF and field staff need handholding and managerial support from dedicated staff. So we are proposing for deputation of Manager-H&N of other district where health activities have not yet started. **Deputation of Manager-H&N in these districts is proposed as per earlier similar deputation order.** The copy of earlier deputation order is enclosed in a...../c for your kind perusal and reference. Following M-H&N are proposed for deputation in the districts mentioned against their names from 07/-7/2015 to 31st Dec 2015 :

List of Manager- H&N & Place of Deputation for SBM Intervention						
SL	District	Name of Block	No. GPs	Existing Manager - H&N/YP	Assigned Manager- H&N/SD	Parent Districts of assigned M-H&N
1	Gaya	4	14	Sambhu Prakash & Abhishek Kumar (YP)	1.Deepak Kumar,	Rohtas
					2. Rajia Sultan	Bhojpur
2	Muz	3	9	Ranjan Kumar	1.Sangita Kunj	Vaishali
					2.Ajit Kumar	Aurangabad
3	Nalanda	1	3	Rajnish Kumar	1.Maushmi Rani	Jamui
4	Madhubani	3	9	Raman Kumar	1.Manjit Kumar	Buxer
					2.Amit Kumar	Darbahnga
5	Khagaria	3	9	Niraj Kumar	1.Kunadan Kumar	Saran
					Rana Praveen Kr. Solanki	Bhagalpur
6	Purnia	3	9	Mukesh Gupta	1. Shailendra Kumar	Banka
					2.Murtaza ali	Lakhisarai
7	Supaul	1	3	Sunil Kumar	Do	NA
8	Saharsa	1	1	Ajeet Pal	Do	NA
9	Patna	1	3	Gudiya	1. Nurul Hoda	Arwal
10	Jehanabad	4*	4*	Sharwan & Suresh Kumar (M-SD)	1.Sagir Alam	Munger

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National Livelihoods Mission, Bihar
2. During period of deputation each Manager-H&N will accomplish above mentioned tasks with support from respective responsible staff and CBOs and ensure ODF at least in 50% Villages of the GPs. The performance output of the respective Manager will be considered in the KPI during their annual appraisal.
 3. During the period of deputation they will be stationed in district or in assigned blocks. The TA/DA will be applicable as per HRD norms under category III staff and station placed will not be considered for claiming DA. TA/DA will be applicable and calculated considering the place where stationed as temporary headquarter. The TA/DA will be reimbursed by assigned district only. As per need Manager can avail the advance amount of Rs. 10,000/- per month and submit monthly expenditure within a month for adjustment of advance.
 4. As these managers are being paid HRA in respective parent districts and this being their temporary assignment they will require staying in assigned places. It is accordingly proposed to provide them with accommodation cost upto maximum Rs. 8,000/- per month (as per actual). Manager H&N will make their own arrangement for rooms either hotels or any rented house. At the end of the each month manager H&N will submit raised bills/voucher of house owner for the payment of rent. The payment of monthly house rent will be directly made to the house owner or hotel owner by respective DPCU/BPIU in bank account.
 5. DPCU will provide for 10 days in a month a separate vehicle to each Manager placed in the district for field mobility. The expenditure would be borne under the DPCU vehicle expenses as additional approval. Hence approval may be given for 6 days separate vehicle per month from DPCU to each manager -H&N.
 6. Monthly salary will be paid by the parent district of the respective M-H&N based on the attendance sheet given by the DPM of assigned districts.

It shall be the responsibility of the concerned DPMs, BPMs and deputed Manager- H&N to ensure the achievement of mentioned target in the selected GPs.


(Dr. N. Vijaya Lakshmi) 3/7/15

Chief Executive Officer-cum-State Mission Director

CC:

1. All SPMs/SFM/AFMs/DPMs/YPs/PAs
2. All DPMs/FMs/M-H&N/BPMs
3. IT section