



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-SD/1066/17/ 1652

Date: 08.08.18

Office Order

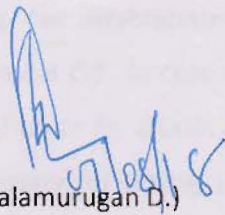
Explaining this Office Order Ref No. BRLPS/Proj-SD/1066/17/2776

In order to implement the SOULS project, BRLPS had developed SOULS guideline and circulated the same vide Ref: BRLPS/Proj-SD/1066/17/2776, dated 05/10/2017, wherein the project deliverables, roles and responsibilities of stakeholders at Assembly and Distribution Centre (ADC), Block Execution Agency (BEA) and Zonal Execution Agency (ZEA) levels had been detailed. In course of implementation of the project, certain issues need to be addressed which are as follows:-

1. While starting new Assembly and Distribution center (ADC), fund is required for establishment expenditure and conducting 5 days residential training. For establishment expenditure and training, fund will be provided from the concerned Nodal CLF. In case of fund unavailability, Zonal Execution Agency (ZEA) may transfer the fund up to Rs. 2 Lakh as an advance if the demand is raised by the nodal CLF. All items necessary for setting up Assembly and Distribution Centre (ADC) would be procured as per specification provided by IIT-B and BRLPS procurement norms.
2. Extensive field visits are required by Zonal Execution Agency (ZEA) staff to carry out field related activities. For field movement and carrying out various activities, vehicles may be hired for 20 days per month.
3. Transfer or posting of Field Officers will be done from Zonal Execution Agency (ZEA) level by a committee. The committee will comprise of the SD Manager, HR Manager and Zonal Manager of respective districts.
4. Zonal Execution Agency (ZEA) is authorized to make monthly expenditure up to Rs. 1 Lakh for carrying out different activities like conducting trainings, meetings, monthly operating expenses and making advances for related work. Zonal Manager (Senior Consultant Solar), SD Manager of the district and 1 Accountant of DPCU authorized by DPM will designated as authorized signatories.
5. FLTA and DA to Field officers: Consultant Field officers will get full FLTA of Rs. 3000 for completing first 15 days of tour in their posting block and additional blocks. After 15 days if any tour is undertaken, following allowances will be applicable:-

- a. If tour is undertaken in posting block only TA @ Rs. 3.50 per KM if own vehicle is used or as per actuals will be given.
 - b. If tour is undertaken in additional blocks TA @ Rs. 3.50 per KM if own vehicle is used or as per actuals and DA equivalent to Area Coordinator of BRLPS will be given.
 - c. Applicable FLTA, TA and DA rates will be given from the date of posting.
6. During Repair and Maintenance (R&M) phase, Center in-charge of Assembly and Distribution Centre will work as R&M Manager/ Supervisor. For their regular field movement, an amount of Rs. 2000/- fixed as TA will be given upon completion of at-least 20 days of tour. Validation of their field movement will be done by CLF Office Bearers, concerned Field officer and BPM. TA provision will continue till further for 10 Months from the date of closure of Assembly and Distribution Centre.

All the changes made above will be effective from the date of the start of the work and posting/joining where applicable.



(Balamurugan D.)

Chief Executive Officer

Copy to:

1. All DPM/SD Manager/ HR Manager/ BPMs of Gaya, Nawada, Auranagabad, Bhojpur & Vaishali
2. All PC/SPM/PM/PO/SFM/AFM
3. Director/OSD/CFO/AO
4. IT Section &
5. Concern File