



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

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Bihar Rural Livelihoods Promotion Society (JEEVIKA) has the mandate of including all poor rural households in Bihar into Women's Self-Help Groups (WSHG). In order to achieve this, a total of 10 lakh households need to be included in the SHG fold. To speed up the process of inclusion, multiple strategies need to be adopted.

In light of this, second SHG CRP round of FY 2019-20 is to start from the fourth week of August 2019 for 45 days. In this, the role of Community Resource Persons (CRPs) is very critical. The CRPs will be involved in the identification of targeted HHs of un-entered villages/ habitations, SHG formation and their basic modular trainings. There is a series of activities that need to be followed in order to facilitate the movement and deployment of CRPs in the field.

SHG FORMATION CRP ROUND

- Initiation in 37 districts with 700 CRP teams.
- Each CRP team will cover at least 4 villages: **between 29th August and 9th October 2019.**
- In each of the villages, the CRP team will spend 8-10 days.
- In each of the CRP team, preferably one member should be able to read and write.
- The local CM will be supporting the CRP team.
- The concerned BPMs need to ensure continuous support of staff (AC/CC) to the CRP teams.
- The concerned district nodal persons will collect SHG formation status report every day

The output will be as-

1. Each of the CRP team will form 30-35 SHGs.
2. The total output from the 700 CRP teams should be around 21,000-24,000 SHGs.
3. CRP teams will also impart basic modular training to newly formed SHGs covering functioning of SHG, fund management, rotation of leadership and importance of Panchsutra.
4. Each of CRP teams will identify active women in villages.
5. Each of the team will prepare SHG profile in the given format.
6. Each of the CRP teams will place basic registers (*LDP and minutes book*)
7. The team will also administer SHG By-laws in the newly formed SHGs.

The Time-line & Responsibility

Activities	Date	Responsibilities
Readiness of CRP teams with availability of CRP kit and required material like roster, profile photocopy, By-laws and ID-card from concern CLF/VO to CRP teams.	26 th Aug'19	Manager-ICB/ TO
Orientation to CRP teams	27 th - 28 th Aug.'19	Manager-ICB/ TO
Briefing at block level and Deployment of CRP teams in Village1	29 th Aug.'19	BPM
Initiation of work in Village1	30 th Aug.'19	AC/CC
Completion in Village1 and team moves to Village2	7 th Sept.'19	AC/CC
Initiation in Village2	8 th Sept.'19	AC/CC
Completion in Village2 and team moves to Village3	17 th Sept.'19	AC/CC
Initiation in Village3	18 th Sept.'19	AC/CC
Completion in Village3 and team moves to Village4	27 th Sept.'19	AC/CC
Initiation in Village4	28 th Sept.'19	AC/CC
Completion in Village 4	7 th Oct.'19	AC/CC

Compilation of reports, google doc link filling for report	8 th Oct'19	Manager-ICB/ TO
Debriefing of CRP teams	9 th Oct'19	BPM and Manager-ICB/ TO

Following districts need to take CRP drive for SHG formation during the month of August-October'19 for 45 days:

Sl.	District	No. of teams	Total CRP Members	Name of the Potential Blocks
1	Araria	40	160	Araria, Forbesganj, Jokihat, Narpatganj, Palasi, Raniganj, Bhargama
2	Aurangabad	10	40	Deo, Nabinagar
3	Banka	23	92	Banka, Dhuraiya, Amarpur, Rajaun, Barahat, Shambuganj, Bausi
4	Begusarai	15	60	Begusarai, Cherai Bariarpur, Bachhwara, Barauni, Sahebpur Kamal, Bhagwanpur
5	Bhagalpur	15	60	Kahalgau, Goradih, Pirpanti, Shahkund
6	Bhojpur	20	80	Barhara, Arrah, Jagdishpur, Shahpur
7	Buxar	10	40	Dumrao, Itarhi
8	Darbhanga	40	160	Baheri, Biraoul, Darbhanga, Jale, Keotiranway, Manigachhi, Gora Bauram, Bahadurpur, Hanumannagar, Kusheshwar Asthan, Singhwara, Alinagar, Benipur, Ghanshyampur, Tardih, Hayaghat
9	East Champaran	31	124	Chiraia, Dhaka, kalyanpur, Motihari, Ramgarhwa, Kotwa, Sugauli, Ghorasahan, Narkatia, Turkaulia
10	Gaya	18	72	Imamganj, Wazirnagar, Konch, Fatehpur
11	Gopalganj	10	40	Kuchaikote
12	Jamui	10	40	Khaira, Chakai, Sono
13	Jehanabad	10	40	Makhdumpur, Jehanabad
14	Kaimur	15	60	Chainpur
15	Katihar	30	120	Kadwa, Barsoi, Amdabad, Azamnagar, Balrampur, Barari
16	Khagaria	15	60	Gogri
17	Kishanganj	40	160	Pothia, Thakauganj, Kochadhamin, Bahadurganj, Dighalganj
18	Lakhisarai	8	32	Surajgarha
19	Madhepura	15	60	Murliganj, Kumarkhand, Alamnagar
20	Madhubani	40	160	Madhepura, Benipatti, Bisfi, Laukaha, Rajnagar, Babubarhi, Pandaul, Laukahi, Phulparas, Andhratharhi, Jhanjharpur, Madhubani
21	Munger	10	40	Kharagpur
22	Muzaffarpur	15	60	Aurai, Bauraj Motipur, Katra, Saraiya, Gaighat, Minapur
23	Nalanda	4	16	Harnaut, Ekangarsarai, Asthawan
24	Nawada	10	40	Akbarpur, Nawada
25	Patna	15	60	Dhanarua, Masaurhi, Bihta, Maner
26	Purnea	15	60	Amour, Dhamdaha, Baisi
27	Rohtas	5	20	Karakat, Kochas, Nauhatta
28	Saharsa	15	60	Mahishi, Nauhatta, Simri Bakhtiarapur
29	Samastipur	40	160	Bibhutpur, Kalyanpur, sarairanjan, Ujjarpur, Singhia, Dalsinghsarai, Khanpur, Shivajinagar, Mohiuddinagar, Warisnagar, Tajpur, Vidyapatnagar

30	Saran	23	92	Baniapur, Dariapur, Garkha, Sonepur, Amnour, Ishupur, Jalalpur, Marhaura, Panapur, Mashrakh
31	Sheikhpura	4	16	Ariari, Chewara
32	Sheohar	7	28	Tariani Chowk, Piprahi, Sheohar
33	Sitamarhi	40	160	Dumra, nanpur, Parihar, Runisaidpur, Sursand, Sonbarsa, bathnaha, Bajpatti, Pupri, Riga, Suppi
34	Siwan	22	88	Barharia, Goriakothi, Hussainganj, Pachrukhi, Maharajganj, Siwan, Bhagwanpurhat, Siswan
35	Supaul	10	40	Raghunathpur, Raghapur
36	Vaishali	40	160	Hajipur, Jandaha, Patepur, Raghapur, Vaishali, Bidupur, Lalganj, Bhagwanpur, Mahua, Rajapakar Sahdai Buzurg
37	West Champaran	10	40	Lauriya, Bagaha, Majhauli, Narkatiaganj
	Total	700	2800	

The concerned districts will tag 1-2 active women (*if needed*) with the CRP team who will be paid as per CRP policy (*intra block slab*). Districts are also encouraged to add more teams if required. In case of unavailability of CRP teams, district can take teams from resource/ nearby districts

It is mandatory for every district to ensure the placement of required number of CRP teams to make entry in the un-entered villages/ habitations (*as per proposed plan*). In case of any deviation, the concerned DPMs need to ensure proper justification from their BPIU team before the day of briefing of CRP round.

SHG formation CRP drive Budget of Q2 in 37 districts:

Sl.	Topics	Participants	Cost on Travel	Cost on Boarding & Lodging	Total	Remarks
1.	Orientation of 2 days	700 CRP teams (2800 members)	200 per member (2800*200)	650 per member per day (2800*650)	5,60,000+3,640,000 = 4,200,000.00	CRP will reach the training venue on the training day and lodge for 2 days. Travel cost includes travel from CRP staying place to training venue.
2.	CRP kit (other than logistic kit)	1 kit per 1 team (700*200)			140,000.00	Kit for CRP includes Folder, copy of By-laws and SHG profile, register, pen and ID card. Assuring CRP teams to receive before briefing session.
3.	Local Vehicle	700 CRP teams	1500 per team		1,050,000.00	Local travel among villages
	Total cost				5,390,000.00	


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The DPCUs/ BPIUs to ensure: -

1. The concerned DPCU will ensure that CRPs will take sufficient advance from their respective VO's for meeting their travelling and food expenses.
2. The concerned DPCU should ensure that proper logistic arrangement arranged for the CRP teams before reaching of CRP teams to their BPIUs. The expenses during the transition from village 'A' to village 'B' will be borne by the concerned block. An appropriate mode of transport will be provided to the CRPs during the movement.
3. The CRPs are entitled to get the actual TA apart from their honorarium during their transition as per the internal CRP policy. The districts can arrange appropriate mode of transportation for movements as per the need/ requirement.
4. The concerned ICB officials will take appropriate approvals from DPM for the CRP round (*as per the protocol laid down in the CRP drives*).
5. In case of insufficient CRP kits available in any of the districts, the concerned district will pull CRP kits from the blocks and in case of unavailability, they can also purchase the required CRP kits.

All DPMs/ In charge are expected to follow up the CRP strategy for an effective utilisation of CRPs in SHG formation in un-entered village/ habitation.

By the Order of CEO


19/8/2019

(B. K. Pathak)
OSD, BRLPS

Copy to:

1. All DPMs/ FMs/ Manager-ICBs/ TOs/ BPMs.
2. All PCs/ SPMs/ SFMs/ PMs/ AFMs.
3. OSD/ Director/ CFO/ AO/PS/ PO.
4. IT Section.
5. Concerned File.