



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



1st Floor, Vidyat Bhawan-II Bailey Road, Patna - 800 021, Ph. : +91-612-250 4980; Fax : +91-612-250 4960, Website : www.brplp.in

Ref.: BRUPS/Proj-M&E-SJY/1373/18/3761

Date: 05.01.2019

Office Order

In the Satat Jeevikoparjan Yojana (SJY), the next of mobilisation is scheduled from 3rd week of January 2019. In mobilization, the role of Community Resource Person (CRPs) is very crucial. The CRPs will be involved in the identification of targeted HHs and also engaged themselves in the endorsement of identified households in the Village Organisation (VOs). There is a series of activities that needs to done in order to facilitate the movement and deployment of CRPs in field locations.

SJY CRP ROUND

- Initiation in 26 districts, each covering 2 blocks thus totaling 52 blocks.
- Each block will receive 5 CRP teams (*3 members' team*) thus totaling 260 CRP teams.
- Each CRP team will cover 4-5 VOs: **between 17th January'19 to 13th February'19.**
- In each Village Organization (VO), the CRP team will spent 5 days and cover all wards under VO fold.
- **The CRP round will be initiated in SC and ST dominant panchayts having presence of Village Organization.**
- **During VO endorsement priority should be given to the SC and ST ultra-poor HHs.**
- Before initiating the CRP round, the concern block team will finalize the list of VOs to be covered during the SJY CRP round.
- Orientation of the concerned BPIU staff, CMs, BKs and other cadres to be completed before the CRP round by or before 16th January '19.
- Trained project staff of DPCU/BPIU will conduct orientation of CLF/VO leaders on selection of Ultra-poor HHs under SJY by VO before starting of CRP round.
- During mapping of CRP teams, priority should be given to the SJY CRP pool of the district as per the earlier office order BRLPS/Proj-M&E/SJY/1373/18/3471.
- In each of the CRP team, one member should be able to read and write.
- The local CM/ VO Bookkeeper will become part of the CRP team.

The output will be as-

- Total panchayats to be covered during the drive by CRP teams is 180-200.
- Each of the CRP team will identify 20-25 targeted HHs (*4-5 HHs per VO*).
- **The total output from the 260 teams will be between 5200-6500 HHs.**
- **The identified HHs to be endorsed in the VO covering 1040-1300 VOs.**

The Time-line

Preparation of 270 CRP teams

- | | |
|---|--------------------------|
| • Mapping of existing CRP teams from CRP Pool within the district | 10 th January |
| • Generation of list | 11 th January |
| • Finalization of teams (<i>in the excel sheet</i>) | 12 th January |

Orientation of CRP Teams

- Conduct of 1 day residential orientation of CRPs
(1 batch of 30-35 CRPs) 16th January
- Ensuring all materials in the venue 15th January
- Finalization of movement plan during orientation 16th January
- Logistics and other arrangement in the village 15th January

SJY CRP Round

- Panchayat allocation to 270 CRP teams 16th January
- Preparation of PRA Kit for CRP teams 15th January
- Handover of PRA kits (*material and formats*) to teams 16th January
- Deployment of CRP teams and CRP kit made available 17th January
- Initiation in the ward1/ VO1 18th January
- Completion in the ward1/ VO1 22nd January
- Initiation in the ward2/ VO2 23rd January
- Completion in the ward2/ VO2 27th January
- Initiation in the ward3/ VO3 28th January
- Completion in the ward3/ VO3 1st February
- Initiation in the ward4/ VO4 2nd February
- Completion in the ward4/ VO4 6th February
- Initiation in the ward5/ VO5 7th February
- Completion in the ward5/ VO5 11th February
- Initiation of preparation of report and other formalities 12th February
- Compilation of final list district wise and Debriefing 13th February
- Resource Fee payment to CRPs 21st February
- Completion of BPIU verification and Final Endorsement 25th February

CRP Plan

| Sl. | District | CRP Teams | Total CRPs | CRP Support | Orientation Place |
|-----|----------|-----------|------------|-------------|-------------------|
| 1 | Khagaria | 10 | 30 | Local | Khagaria |
| 2 | Gaya | 10 | 30 | Local | Gaya |
| 3 | Nalanda | 10 | 30 | Local | Nalanda |

| Sl. | District | CRP Teams | Total CRPs | CRP Support | Orientation Place |
|-----|-----------------|------------|------------|-------------|---|
| 4 | Purnea | 10 | 30 | Local | Purnea |
| 5 | Muzaffarpur | 10 | 30 | Local | Muzaffarpur |
| 6 | Madhubani | 10 | 30 | Local | Madhubani |
| 7 | Patna | 10 | 30 | Local | Patna |
| 8 | Nawada | 10 | 30 | Local | Nawada |
| 9 | Darbhanga | 10 | 30 | Local | Darbhanga |
| 10 | Samastipur | 10 | 30 | Local | Samastipur |
| 11 | Purbi Champaran | 10 | 30 | Local | Purbi Champaran |
| 12 | Vaishali | 10 | 30 | Local | Vaishali |
| 13 | Aurangabad | 10 | 30 | Gaya | Aurangabad |
| 14 | Buxar | 10 | 30 | Local | Buxar |
| 15 | Lakhisarai | 10 | 30 | Local | Lakhisarai |
| 16 | Katihar | 10 | 30 | Local | Katihar |
| 17 | Madhepura | 10 | 30 | Local | Madhepura |
| 18 | Saharsa | 10 | 30 | Local | Saharsa |
| 19 | Supaul | 10 | 30 | Local | Supaul |
| 20 | Araria | 10 | 30 | Local | Araria |
| 21 | Bhagalpur | 10 | 30 | Local | Bhagalpur |
| 22 | Banka | 10 | 30 | Local | Banka (SJY CRP Drive will be initiated from 21st Jan'19) |
| 23 | West Champaran | 10 | 30 | Local | West Champaran |
| 24 | Begusarai | 10 | 30 | Local | Begusarai |
| 25 | Gopalganj | 10 | 30 | Local | Gopalganj |
| 26 | Munger | 10 | 30 | Local | Munger |
| | Total | 260 | 780 | - | - |

SJY CRP Budget (CRP Round Jan-Feb'19)

| SJY CRP Budget Per District (Total 26 Districts) | | | | | | | |
|--|--|--|--------------------|--------|-------|---------------|--|
| Sl. | Training Topics | Participant | B&L and Other Exp. | Travel | Misc. | Total Cost | Remarks |
| 1. | Travelling of CRPs from staying place to the Orientation venue | 26 districts (35 CRPs/ district, 945 total in no. ; Rs.200/- per CRP) | | 7,000 | | 7,000 | The cost includes travel from CRP staying place to the training venue (to and fro) |
| 2. | Travelling of CRPs from the training venue to the village | 26 districts (30 CRPs/ district, 810 total in no. ; Rs.200/- per CRP) | | 6,000 | | 6,000 | The cost includes travel from CRP training venue to village (to and fro) |
| 3. | One day Orientation to SJY CRPs | Batch size of 40 participants (including RP) | 32,500 | | 1,000 | 33,500 | CRPs will reach same day morning and leave in the morning next day after completion of orientation |
| 4. | PRA Expenses | 20-25 VOs will be covered per block | | | | 2,000 | Rs 100/- per VO. The BPM to ensure that the PRA kit is available before the deployment of CRPs in the villages. |
| 5. | Printing of all formats/ Xerox | All annexure (1 to 4) of the office order BRLPS/project/M&E-SLY/1373/18/18 dated 21.08.18. | | | 5,000 | 5,000 | All formats to be made available in a folder to the CRPs .It should be made available before the CRP deployment in the villages. |
| Total Cost | | | | | | 53,500 | |


The DPCU will ensure that-

1. The concerned DPCU will ensure that CRPs will take sufficient advance from their respective VO for meeting their travelling and food expenses.
2. The concerned DPCU should ensure vehicles arranged for the CRP teams before reaching of CRP teams to their BPIU.
3. The CRPs is entitled to get the actual TA apart from their honorarium during their transition as per the internal CRP policy. The district can arrange appropriate mode of transportation for movements as per the need/ requirement.
4. The local CM / BK tagged with the CRP team are entitled to get the honorarium as per the CRP honorarium structure (within block).
5. The concerned ICB official will take appropriate approvals from DPM for the SJY CRP round (*as per the protocol laid down in the CRP drives*).
6. The CRP Kit should be available before the initiation of drive in a block. Additional CRP kits can be purchased in the district. The concerned ICB official need to ensure this.
7. As per the 'Guideline for Selection of Ultra Poor HHs under SJY by VO', the formats to be made available to the CRPs before their deployment in the village in a folder.
8. The district ICB official/ YP will prepare a training report on the processes with examples and photographs and submit the same to the state office within one week of the training completion.

9. All expenditure related to the SJY CRP will be booked under concern project (BTDP/NRLM project).
10. The DPCU will ensure a dedicated vehicle support to the concern project staff for field movement during CRP drive and verification.
11. The concern BPIU may facilitate the CLF / nodal VO in selection of Master Resource Person (MRPs) and ensure their selection before completion of CRP Round i.e. by or before 31st January'19.

All DPMs/ In charge is hereby directed to follow up the CRP strategy for an effective utilisation of CRPs in the identification and endorsement of the targeted list in the VOs under SJY project.

All the Best!



05/01/19

(Balamurugan D.)

Chief Executive Officer-Cum-State Mission Director

Encl.

1. Annexure 1: List of 52 Blocks

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.

Annexure 1: List of Blocks for SJY CRP Round (January - February 2019)

| SN | District | SJY Dist. Phase | SJY Block III & IV of each District | |
|----|-----------------|-----------------|-------------------------------------|----------------------|
| | | | Block 1 | Block 2 |
| 1 | Khagaria | I | Beldaur | Chautham |
| 2 | Gaya | I | Banke Bazar | Imamganj |
| 3 | Nalanda | I | Rahui | Giriyak |
| 4 | Muzaffarpur | I | Musahri | Sakra |
| 5 | Purnia | I | Purnia East | Jalalgarh |
| 6 | Madhubani | I | Jhanjharpur | Kaluahi |
| 7 | Patna | I | Punpun | Sampatchak |
| 8 | Nawada | I | Rajauli | Nardiganj |
| 9 | Darbhanga | I | Biraul | Kusheshwar Asthan |
| 10 | Samastipur | I | Samastipur Sadar | Ujiarpur |
| 11 | Purbi Champaran | I | Kotwa | Piprakothi |
| 12 | Vaishali | I | Raja Pakar | Patepur |
| 13 | Buxar | I | Chausa | Itarhi |
| 14 | Aurangabad | I | Nabinagar | Haspura |
| 15 | Katihar | II | Hasanganj | Manihari |
| 16 | Lakhisarai | II | Chanan | Surajgarha |
| 17 | Madhepura | II | Murliganj | Singheshwar |
| 18 | Supaul | II | Supaul | Saraigarh Bhaptiyahi |
| 19 | Saharasa | II | Mahishi | Salkhua |
| 20 | Araria | II | Bhargama | Sikti |
| 21 | Bhagalpur | II | Sultanganj | Sonhaura |
| 22 | Banka | II | Phulidumar | Belhar |
| 23 | West Chaparan | II | Bagaha 1 | Mainatanr |
| 24 | Begusarai | II | Begusarai Sadar | Barauni |
| 25 | Munger | II | Sangrampur | Asarganj |
| 26 | Gopalganj | II | Pach Deuri | Kuchaikote |