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.No.: BRLPS/Proj-LH/934/16/4954 Date: 25.01.2022

Office Order

NEERA is an important palm tree-based intervention of Government of Bihar and it is operational in all 38 districts of Bihar. To ensure the successful production of Neera in the coming season (15th March 2022 to 30th June 2022) following activities shall be successfully completed within the stipulated timeframe;

1. **Identification of Active Tapper:** shall be completed by 15th February 2022.
2. **Training of Tappers:** Training of identified tappers to be completed by 28th Feb 2022. It is responsibility of Manager Livelihood to train the identified tappers following the COVID-19 protocols.
3. **Non-residential training** must be done for all staff, cadres and active tappers at block level.
4. **Residential Training** for block staff shall be arranged by DPCU team in which one day class room and one day field demonstration in local area to be done with detailing of NEERA production processes.
5. **Issue of License to Tappers:** The concerned BPM forward the list of identified tappers to manager livelihood to be sent to Prohibition Excise & Registration Department for issuance of license.
6. **PG Validation and Formation:** Depending upon the number of identified active tappers, the existing PG may be re organized and new PGs may be formed as per the Neera policy vide Office Order no. BRLPS/Proj-LH/934/16/3987 dated 28.12.2016 annexed as **Annexure-1**.
7. **Equipment Verification & Supply:** Equipment of the existing PGs need to be verified and if required replacement of the same shall be ensured.
8. **Establishment of Sale Points:** identification of different sale points and preparation of route chart shall be completed before 28th February 2022.
9. **Neera Supply to COMFED Unit:** Nalanda and Vaishali will have special arrangement to supply Neera to COMFED as per the defined parameter to ensure the supply of Neera in adequate quantity with required parameters, proper planning along with route chart shall be prepared in time. Supply of NEERA to COMFED plant must be initiated from 20th March-2022.
10. **Updating NEERA MIS:**
    a. **At Block Level:** BPMs will ensure entry of the identified tappers in Neera MIS. The entry will be done by the selected VRPs. Per day collection and sale details will be entered into daily report by VRP through Mobile by 03:00 PM every day. BPMs will ensure entry of tappers, PG Profile and Asset Details by 28th Feb 2022 in the Neera MIS.
    b. **At District Level:** DPMs will ensure the data updation on MIS portal as mentioned above.

c. **At State Level:** Orientation of district team shall be completed by 5th February 2022 and district shall complete orientation of block team by 15th February 2022.

11. PG validation, fund transfer and Procurement of essential items for NEERA production must be completed by 15th Feb-2022.
12. Trial of NEERA collection and entry in mobile app is to be started from 1st March 2022 onwards and full-fledged NEERA collection and jaggery making shall be started from 15th March 2022.
13. PG/VO/CLF NEERA capitalization shall be ensured as per the budget given in the office order No. BRLPS/Proj-LH/934/16(vol-III)/4080 dated 25/03/2021 **(Anneuxre-2)**.
14. Old assets which are already available with PGs shall be taken into consideration while preparing production plan for PG.
15. Demonstration and IEC activities related to NEERA shall be carried out as per the detailed budget mentioned.
16. Each district will identify Community Resource Person among the active tappers. These tappers shall be deployed to train other tappers in villages as per demand from block.
17. Neera Nodal Person at District and Block units may be allowed to work in flexible office hours with approval from DPM/BPM.

The districts shall comply with the following timeline to complete the activities related to NEERA production:

NEERA ACTIVITY		
S.No	**Indicator**	**Timeline**
1	Identification of active tappers (including Urban area).	15th Feb-2022
2	Training of tappers.	28th Feb-2022
3	Issue of Licence issue to tappers through Excise Dept.	28th Feb-2022
4	Neera Producer Group Validation and formation	25th Feb-2022
5	Physical verification of equipment's and ensure replacement.	15th Feb-2022
6	Supply of necessary equipment's to tappers through PG	28th Feb-2022
7	Route Chart preparation to reach sale points.	28th Feb-2022
8	Neera Supply to COMFED unit	1st April-2022

9	Entry of Neera details in MIS.	1. 28th Feb-2022 one-time entry of tappers and PG Details. 2. 15th March-2022 Daily Entry of Neera production and Sale.
10	Inclusion of toddy tappers in SJY.	15th March-2022

Detailed district wise minimum target of Neera production and number of sale points to be opened is given as **Annexure-3** for necessary planning and implementation.

Encl: As Above

25/01/2022

(Balamurugan. D)
CEO- Cum- State Mission Director

Copy to:

1. All District Magistrates, Bihar for information and necessary action. It is requested to have regular meeting at your level to monitor the progress periodically.
2. All concerned DPMs/BPMs/LHS,
3. SPM- Farm/PM-Farm/SPM–MIS/PM-MIS
4. IT Section
5. Concerned file.

25/01/2022

(Balamurugan. D)
CEO- Cum- State Mission Director

Capitalization to PG/ VO/CLF for NEERA activity (Anx-II)		
S.No	**Activity**	**Budget**
1	Establishment Cost (Box, Tarpoline sheet/ Carpet etc)	5000
2	Insulated Can, refrigerator, etc to collect, store & transport Neera	50000
3	Neera Testing Kit (pH meter, Refractomer, PH paper, etc)	10000
4	Lime and Pot	5000
7	Utensils & machinery to make Jaggary & other products	10000
8	Neera Vending Cart/ Neera Sale Counter/ Hiring of space on rent on temporary basis to sell NEERA/ Purchase of Neera vending cart, etc.	35000
	Total	**115000**

NEERA BUDGET HEAD ANX-III		
S.No	Indicators	Budget Head
1	Non Residential Training to staff/ Tappers/Cadre on NEERA @ 150/- person	Training/Capacity building/Exposure visit on Neera
2	Demonstration and advertisement Fund at Block/District in NEERA	Training/Capacity building/Exposure visit on Neera
3	Capitalization fund to PG/ VO/ CLF	Expenditure on PG formation for Neera intervention
4	NEERA tappers used as Resource person in other blocks to other tappers in PG/VO/CLF @ Rs 450/- per traning	Training/Capacity building/Exposure visit on Neera
5	Honorarium to NEERA VRP for sell of NEERA at sell points @ 1000	Expenditure on PG formation for Neera intervention
6	Residential Training to staff @ Rs 850 per staff	Training/Capacity building/Exposure visit on Neera
7	Vehicle hiring for Field Visit at DPCU -farm team	Training/Capacity building/Exposure visit on Neera
8	Internet recharge to NEERA nodal person /VRP@250 per month for from Apr-July	Expenditure on PG formation for Neera intervention
9	Gap fund to PGs for Supply to COMFED	Expenditure on PG formation for Neera intervention
10	Exposure Visit of staff and cadres on NEERA @15000 per exposure within state	Training/Capacity building/Exposure visit on Neera
11	Convergence meeting /workshop with staff, partners and CBO member	Training/Capacity building/Exposure visit on Neera

नीरा VRP भुगतान प्रपत्र (मासिक) ANX-V

जिला का नाम -	प्रखंड का नाम -
नीरा बिक्रीकर्ता का नाम -	आधार नंबर -
पंचायत का नाम -	खाता संख्या -
PG/VO का नाम -	IFSC कोड -
मोबाइल नंबर -	शाखा का नाम -
नीरा विक्रय केंद्र का पता (स्टाल का पता) -	

क्रम संख्या	दिनांक	क्रय किया गया नीरा (लीटर में)	क्रय किया गया नीरा (कुल राशि में)	विक्रय किया गया नीरा (लीटर में)	विक्रय किया गया नीरा (कुल राशि में)

BPM का हस्ताक्षर	LHS/ नीरा नोडल का हस्ताक्षर	VRP का हस्ताक्षर

Annexure-3

NEERA Production and Sale Plan-2022-23							
Sl. No.	District	Total Tappers Planned	Average Neera Collection Per Tapper	Average Neera Collection Per Day	Total Neera Collection in 45 Days	No. of Sale Points Planned in District	Total PG Planned
1	Nalanda	2000	40	16000	720000	320	71
2	Muzaffarpur	1254	40	10030	451350	201	45
3	Vaishali	1000	40	8000	360000	160	36
4	Saharsa	774	40	6189	278526	124	28
5	Gaya	2000	40	16000	720000	320	71
6	Patna	625	40	4999	224963	100	22
7	Nawada	533	40	4262	191805	85	19
8	Samastipur	483	40	3866	173951	77	17
9	E. Champaran	377	40	3015	135692	60	13
10	Jamui	279	40	2233	100494	45	10
11	Banka	279	40	2230	100350	45	10
12	Madhubani	235	40	1882	84680	38	8
13	Darbhanga	206	40	1650	74250	33	7
14	Saran	204	40	1632	73457	33	7
15	Jehanabad	193	40	1542	69376	31	7
16	Aurangabad	250	40	2000	90000	40	9
17	Sitamarhi	250	40	2000	90000	40	9
18	W. Champaran	147	40	1179	53052	24	5
19	Begusarai	250	40	2000	90000	40	9
20	Purnia	119	40	952	42850	19	4
21	Bhojpur	114	40	910	40950	18	4
22	Buxar	111	40	884	39789	18	4
23	Bhagalpur	250	40	2000	90000	40	9
24	Madhepura	95	40	760	34178	15	3
25	Katihar	92	40	737	33158	15	3
26	Arwal	85	40	680	30600	14	3
27	Khagaria	84	40	669	30097	13	3
28	Sheikhpura	78	40	623	28057	12	3
29	Kaimur (Bhabua)	75	40	601	27036	12	3
30	Munger	75	40	601	27036	12	3
31	Lakhisarai	72	40	578	26016	12	3
32	Siwan	68	40	544	24486	11	2
33	Gopalganj	57	40	453	20405	9	2
34	Rohtas	52	40	419	18874	8	2
35	Araria	44	40	350	15750	7	2
36	Supaul	43	40	340	15304	7	2
37	Sheohar	26	40	204	9182	4	1
38	Kishanganj	16	40	125	5611	2	1
	Total	**12893**	**1520**	**103141**	**4641326**	**2063**	**460**