



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

The Prime Minister Rural Development Fellows Scheme (PMRDF) was announced in September 2011. The prime Minister Rural Development Fellowship is a short term work opportunity to university educated and academically bright young women and men. PMRDFs serve the district administration in improving programme delivery and interface with the marginalised section of the people. PMRDFs will work under the supervision of the District Collector and at the disposal of the State. The immediate objectives of PMRDF Scheme are:

1. Assist district (short term catalytic support) administration in backward district,
2. Act as development facilitators in implementation of the flagship programme in rural areas
3. Get field experience to young and bright fellows and explore life goal
4. Nurture fellows as highly capable development facilitator.
5. Develop a cadre of Development Facilitators who will be available as ready resource for rural development activities in long term.

Keeping above objectives in view, an advisory was issued by the Ministry of Rural Development vide D.O. No. : K17060/26/2014- PMRDF dated May26, 2014. As per the advisory the State Rural Livelihoods Mission would act as the Nodal Organisation for the PMRDF Scheme at the State level and there will be a Support Cell within SRLM. The nodal officer of the Support Cell will assist the CEO in monitoring and coordination of the scheme, placement of the fellows and transfer, address issues raised by District Collectors and fellows and coordinate with the PMRDF Support Cell at the Ministry of Rural Development (MoRD) as well as TISS. The SRLM may facilitate peer-review exercise in the State so that Fellows may provide feedback to each other.

The Support Cell at SRLM, Bihar is constituted as follows:

1. Mr. Kumar Anshumali, Director
2. Mr. Rajesh Parimal, AO
3. Ms. Mahua Roy Chaudhary, PC-G&K

Photocopy of advisory issued by Ministry of Rural Development is attached herewith for reference of the Support Cell. The Cell is directed to ensure all necessary actions as per guideline.

(Sridhar C)

Chief Executive Officer-cum-State Mission Director

Copy to:

1. Mr. Kumar Anshumali, Director, BRLPS
2. Mr. Rajesh Parimal, AO, BRLPS
3. Ms. Mahua Roy Chaudhary, PC-G&K, BRLPS
4. Secretary, Department of Rural Development, Govt. of Bihar for information.
5. PMRDFs Cell, Skill Division, Ministry of Rural Development, GoI, New Delhi.

C-2-369 95/14

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Joint Secretary (Skills & IT)
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D.O. No.: K-17060/26/2014-PMRDF

Date: May 26, 2014

Dear Meena Ji,

Second batch of Prime Minister's Rural Development Fellows have been allotted their States and their field immersion has begun. Very soon, your office will be allocating districts to the fellows who have been allocated to your state. I take this opportunity to share with you the relevant information, district placement criteria and various salient features of the Scheme as well as some advisories that have been formulated for all of us.

1. **The Scheme:** Prime Minister's Rural Development Fellows (PMRDF) Scheme was announced in September 2011. PMRD Fellowship is a short term work opportunity for university educated and academically bright young women and men. They serve the district administration in improving programme delivery and interface with the marginalized section of the population. PMRDF Scheme is being implemented in collaboration with State Governments. Ministry of Rural Development, Government of India (MoRD), bears the cost of stipend to the Fellows as well their training and mentoring expenses. Concerned State Governments bear their work related expenses. Except during the time of their training, the Fellows remain under the supervision of the District Collectors and at the disposal of the States.
2. **Objectives of the Scheme:** The immediate objective of Fellows is to assist the District Administration in backward districts and act as development facilitators particularly in implementation of the flagship schemes in rural areas. By this process, as well as through structured learning exercises and events the Fellows who are expected to be bright and motivated but short of hands-on experience, will also get an opportunity to build their capacity in programme implementation, gain field experience and explore self-motivation as well as life goals. This will help in nurturing them as highly capable development facilitators which is a much needed resource in ensuring an equitable growth in India. Thus the PMRDF scheme has the twin objective of providing short term catalytic support to the District Administration in backward districts to improve the programme delivery as well as to develop a cadre of Development Facilitators, who will be available as ready resource for rural development activities over a long term.
3. **PMRD Fellows of first batch:** The first batch of PMRD Fellows was recruited in 2012 and they underwent their orientation programme at the Tata Institute of Social Sciences (TISS). After orientation, they were placed in 78 Integrated Action Plan (IAP) districts across nine States. 135 PMRD Fellows of first batch are currently on the rolls and

completing their second year. 10 among them have decided to complete their Fellowship at the end of the second year as per a provision in the PMRDF guidelines. The rest 125 Fellows will continue and complete their Fellowship at the end of the third year

4. **Second batch of PMRD Fellows:** Responding to requests from the States, MoRD decided to extend the PMRDF Scheme to seven States in the North-East as well as Jammu & Kashmir in the year 2013. 160 PMRD Fellows were recruited in the second batch at the end of the year. They are now completing their orientation in two cohorts at TISS and will be available for placement in the existing States as well as the new ones in June and July. A total of 155 Fellows from the second batch will be placed in 110 districts across 17 States. A list of districts, where the Scheme is being implemented is enclosed as Appendix 1.
5. **Field immersion of the second batch:** Field immersion of the first cohort of 2nd batch fellows starts on May 21, 2014. For the second cohort, field immersion begins on June 16, 2014. Field immersion is a part of the orientation programme. During the orientation, fellows are allocated their States of placement. They undergo field immersion in the States of their placement. Field immersion is the responsibility of the respective State Governments even though the process is guided by the knowledge partner (currently, TISS). Field immersion spans over 31 days and includes the following:
 - Three days of orientation training programme in the State Capital
 - Three days of orientation training programme in the assigned district headquarters
 - Two days of orientation in the assigned block
 - 14 Days of work in the village
 - Two days for report completion and assessment
 - Last day after field immersion – valedictory and confirmed induction in the Fellowship Programme
 - Six days for travel to and fro, in between

The following sections describe general advisories regarding implementation of the Scheme:

6. **Allocation of State and District:** Fellows from the second batch have been allocated States based on a system of merit cum choice. The same system should be followed by the States in allocating district to them. Some Fellows from the first batch are being shifted from their current State of placement to the new PMRDF States in the North-East as well as Jammu & Kashmir. This is being done to enrich the new PMRDF States with their knowledge and understanding of PMRDF Scheme. They will join their new States in July/September after completing their second year in the existing State. They should be allowed to exercise their choice of district before the second batch fellows can do so. Guidance information for allocation of States/Districts is enclosed as Appendix 2. List of Fellows allocated to your state is enclosed as Appendix 3. District wise vacancies are enclosed at Appendix 4.

7. **Placement:** Once placed in a district, a fellow is supposed to complete her/his tenure of fellowship from the same district. They are not supposed to be shifted in between. Fellows cannot be assigned roles at the State level – they are only supposed to serve the district administration. This is true for fellows from all batches.
8. **Tenure:** The first batch of fellows will complete their tenure at the end of their existing tenure, whether they are in the existing State or the new State of placement. The second batch of fellows has two-year tenure, including the period of their orientation. Immediately after completion of fellowship, the second batch of fellows is required to spend at least one year in public service.
9. **Academic programme and other learning events:** All fellows, while they continue their fellowship in the districts, are also supposed to simultaneously participate in an academic course to be offered by TISS, leading to a degree in “development practice”. This academic course will comprise of three contact sessions and online study. States do not have to pay any cost for the study. However, fellows should be allowed to attend the contact sessions as and when asked for by TISS. Fellows may also be asked by MoRD/CAPART to attend retreats/learning events etc.
10. **Stipend and logistics:** Stipend to the fellows will be paid directly by CAPART every month. This stipend should cover all personal expenses of the fellows. The District Collector will help fellows find an appropriate accommodation when they join the district. However, fellows will bear the cost of accommodation. All training costs of the fellows will also be borne by the MoRD through CAPART. However, work related facilities and expenses are to be provided by the State/District. The District Collector will make available office space in a suitable office of the district and also make available a laptop/desktop computer along with internet connectivity free of charge. District administration will provide the fellows with suitable modes of transport while travelling in the district for work. If the fellows have been asked by the State/District to travel within the State or outside for any work related reasons, travel costs should be paid for by the State/District. (More details about administration of the fellows are available in the PMRDF guidelines).
11. **Nature of work:** Nature of work to be allotted to the fellows is elaborated in the guideline, an excerpt of which is enclosed as Appendix 5. In addition to helping the District Collector in poverty alleviation/development related work of the district, it is desirable that a fellow is assigned a cluster of villages for social mobilization/convergence of government flagship schemes where s/he will get the opportunity over the two-year period to bring change in the lives of people. It will be good if this cluster of villages is in some “intensive block” as adopted by the National Rural Livelihoods Mission (NRLM).
12. **Work not to be allocated:** It is to be noted that fellows are not “executive assistants” to the District Collectors. They should not be given routine MIS/data entry/data collection related work, making Power Point presentations for the DC on a regular basis, routine inspection/enquiries/protocol duties, election/law and order related responsibilities. They

should spend more of their time in the field, interacting and working with people so that the later can reap the fruits of development.

13. Performance appraisal: District Collectors being the supervisors of the Fellows are required to undertake their annual performance appraisal through a pre-designed format. TISS is supposed to undertake appraisal of their professional development as part of the academic programme. Additionally, the SRLMs may facilitate peer-review exercises in the State so that Fellows may provide feedback to each other.

14. Nodal organization in the State: It is envisaged that the State Rural Livelihood Missions (SRLM) of the respective States act as the nodal organisation for the PMRDF Scheme at the State level and the CEO of SRLM should take responsibility for the Scheme under your guidance. It will be of great benefit if you undertake periodic reviews of the PMRDF scheme and provide feedback to the SRLM as well as to the DCs. The State PMRDF Support Cell should be set up within the SRLM. The Chief Operating Officer or any other senior official of the SRLM should act as the nodal officer of the PMRDF Support Cell. The nodal officer will assist the CEO in monitoring and coordination of the scheme, placement of fellows and transfer (only if extremely necessary; the reasons must be notified), address issues raised by DCS and the fellows and coordinate with the PMRDF Support Cell at the MoRD as well as TISS. No financial liability is envisaged for the SRLMs.

15. Contacts at MoRD: PMRDF Support Cell, set up at the Skills Division of the Ministry of Rural Development, engages with CAPART, State Governments, partner institutions, fellows and others concerned to formulate, coordinate, facilitate and oversee the working of the Scheme. The Support Cell can be reached at E-mail: pmrdfellows@gmail.com, Phone: 011-24648875, 24604598. CAPART is responsible for administration of the PMRDF Scheme in consultation with the MoRD. Contact of CAPART is: E-mail: pmrdfcapart@gmail.com, Phone: 011-24642395 Ext 149, 123.

I hope I have been able to provide you with the required information and clarify on the salient features of the Scheme. Your comments and feedback will be of great help in strengthening the Scheme.

With warm regards,

Yours sincerely,

(A. S. Mathew)

Shri Amrit Lal Meena
Principal Secretary
Department of Rural Development
Govt. of Bihar,
Patna - 800015

Enc: As above

List of PMRDF Districts

Appendix - 1

| State | District | S.No. | State | District |
|-----------------------|-----------------------|---------------------------|--------------------------|----------------------|
| Andhra Pradesh | Adilabad | 57 | Madhya Pradesh | Anuppur |
| | East Godavari | 58 | | Balaghat |
| | Karim Nagar | 59 | | Chhindwara |
| | Khammam | 60 | | Dindori |
| | Srikakulam | 61 | | Mandla |
| | Visakhapatnam* | 62 | | Sahdol |
| | Vizianagaram* | 63 | | Seoni |
| | Warangal | 64 | | Sidhi |
| Bihar | Arwal | 65 | | Singrauli |
| | Aurangabad | 66 | | Umaria |
| | Gaya | 67 | | Maharashtra |
| | Jamui | 68 | Gondiya | |
| | Jehanabad | 69 | Odisha | Balangir |
| | Kaimur (Bhabua) | 70 | | Debagarh |
| | Munger | 71 | | Gajapati |
| | Nawada | 72 | | Ganjam |
| | Pashchim Champaran | 73 | | Jajapur |
| | Rohtas | 74 | | Kalahandi |
| | Sitamarhi | 75 | | Kandhamal |
| Chhattisgarh | Balrampur | 76 | | Keonjhar |
| | Bastar | 77 | | Koraput |
| | Bijapur | 78 | | Malkangiri |
| | Dantewada | 79 | | Mayurbhanj |
| | Jashpur | 80 | | Nayagarh |
| | Kawardha (Kabeerdham) | 81 | | Nabarangpur |
| | Kanker Uttar Bastar | 82 | | Nuapada |
| | Kondagaon | 83 | | Rayagada |
| | Koriya | 84 | | Sambalpur |
| | Narayanpur | 85 | | Sonapur (Subarnapur) |
| | Rajnandgaon | 86 | Sundargarh | |
| Jharkhand | Sukma | 87 | Arunachal Pradesh | Upper Subansari |
| | Surajpur | 88 | Assam | Nagaon |
| | Surguja | 89 | | Jorhat |
| | Bokaro | 90 | | Dhemaji |
| | Chatra | 91 | | Sonitpur |
| | East Singhbhum | 92 | | Karbi Anglong |
| | Garhwa | 93 | | Tinsukia |
| | Giridih | 94 | | Hailakandi |
| | Gumla | 95 | | Chirang** |
| | Hazaribagh | 96 | | Kokrajhar |
| | Khunti | 97 | | Manipur |
| Kodarma | 98 | Meghalaya | | West Khasi Hills |
| Latehar | 99 | Mizoram | Lawngtlai | |
| Lohardaga | 100 | Nagaland | Mon | |
| Palamu | 101 | Tripura | North Tripura | |
| Ramgarh | 102 | J&K (Kashmir Division) | Kulgam | |
| Ranchi (Rural) | 103 | | Bandipora | |
| Saraikella Kharasawan | 104 | | Kupwara | |
| Simdega | 105 | J&K (Jammu Division) | Budgam | |
| West Singhbhum | 106 | | Poonch | |
| Uttar Pradesh | Chandauli | | 107 | Rajouri |
| | Mirzapur | | 108 | Doda |
| | Sonbhadra | 109 | Kishtwar | |
| West Bengal | Bankura | 110 | J&K (Ladakh Division) | Leh*** |
| | Medinipur West | 111 | | Kargil |
| | Purulia | | | |

Guidance Note for District Allocation

PMRD Fellows of batch II have been allocated States on a "merit cum choice" basis by the Ministry of Rural Development, Government of India. Proportionate number of seats have been reserved for Fellows belonging to SC/ST category in each State.

Fellows allocated to a State will be placed in the identified backward districts by the concerned State Government. "Merit cum choice" procedure will be followed by the State while allocating districts to the Fellows. A Fellow who has obtained higher marks in the PMRDF recruitment examination will exercise her/his choice of district before such choice can be exercised by a Fellow who has obtained lower marks. In case of women Fellows, if they so desire, efforts should be made so that a pair of women only can be made if vacancy permits. In case two women Fellows of the same batch are desirous of pairing-up and vacancy exists in the same district, the average score of the two woman fellows will decide their exercise of choice.

Note for the States of Assam and Jammu & Kashmir:

Twelve fellows from first batch will shift to J&K as well as to States in the North-east on completion of their second year between the months of July and September 2014. Among them, five Fellows will shift to J&K and four Fellows will shift to Assam. Preference has to be given to these fellows for their choice of district. This is because they are senior and the reason for their transfer is to enrich the new PMRDF States with their knowledge and understanding of PMRDF Scheme. In each of the other States of the North-east only one PMRDF district has been identified. The question of district preference therefore does not exist.

| Fellows to be placed in Bihar | | | | | | | |
|-------------------------------|--|---------|--------|-------------------------|--------|---------|-------------|
| Category | Priority wise Category for providing options for district postings to PMRDFs | | | | | | |
| 1 | Transfer of Fellows of first batch to Bihar | | | | | | |
| | Sl. | App. ID | Cohort | Name | Gender | Score | Selected As |
| | Nil | | | | | | |
| 2 | General Category Candidates | | | | | | |
| | Sl. | App. ID | Cohort | Name | Gender | Score | Selected As |
| | 1 | 32563 | C2 | PRABHAT KUMAR | Male | 75.0493 | GN |
| | 2 | 37893 | C2 | NITIN KUMAR | Male | 73.4184 | GN |
| | 3 | 1964 | C1 | AMIT KUMAR JHA | Male | 71.4796 | GN |
| | 4 | 37959 | C2 | SHRIYA GUPTA | Female | 70.8878 | GN |
| | 5 | 37275 | C1 | PIYUSH PANDEY | Male | 70.6242 | GN |
| | 6 | 36411 | C1 | SHREYANSH MOHAN | Male | 70.6173 | GN |
| | 7 | 33659 | C1 | RAHUL PRAKASH | Male | 70.5697 | GN |
| | 8 | 3589 | C2 | AYUSH SINHA | Male | 70.5408 | GN |
| | 9 | 1019 | C2 | NARENDRA KUMAR SHAH | Male | 70.4320 | GN |
| | 10 | 32450 | C1 | ABHINAV KUMAR | Male | 69.2823 | GN |
| | 11 | 38880 | C2 | CHANDAN RAI | Male | 68.7449 | GN |
| | 12 | 2916 | C2 | PRIYANK JAIN | Male | 68.6803 | GN |
| | 13 | 3025 | C2 | BHAWANA UPADHYAY | Female | 68.4184 | GN |
| 3 | SC Candidates Selected in SC Category | | | | | | |
| | Sl. | App. ID | Cohort | Name | Gender | Score | Selected As |
| | 1 | 24847 | C2 | ARUN KUMAR G | Male | 64.1360 | SC |
| | 2 | 8667 | C2 | MANUKONDA RAVI KUMAR | Male | 61.8929 | SC |
| | 3 | 35283 | C2 | SWAPNIL KALIDAS VHATKAR | Male | 60.3571 | SC |
| 4 | ST Candidates Selected in ST Category | | | | | | |
| | Sl. | App. ID | Cohort | Name | Gender | Score | Selected As |
| | 1 | 1369 | C2 | A CHICHANBENI KITHAN | Female | 60.3129 | ST |

Appendix-4

| District wise vacancy in Bihar | | | |
|--------------------------------|--------------------|----------------------|-----------------------------------|
| S.No. | State | District | First batch Fellows and vacancies |
| 1 | Bihar | Arwal | Pankaj Kumar Rai |
| | | | Vacant |
| 2 | | Aurangabad | Namrata Vilochan |
| | | | Shashi Karn Prasad Akela |
| | | | Vacant |
| 3 | | Gaya | Amrita K |
| | | | Kshovan Guha |
| | | | Vacant |
| 4 | | Jamui | Shravan Kumar Jha |
| | | | Vacant |
| | | | Vacant |
| 5 | Jehanabad | P K Anand | |
| | | Priyanka Kumari | |
| | | Vacant | |
| 6 | Kaimur (Bhabua) | Avinash Tiwari | |
| | | Vacant | |
| | | Vacant | |
| 7 | Munger | Ravi Kumar Dhanuka | |
| | | Vacant | |
| | | Vacant | |
| 8 | Nawada | Deepak Kumar | |
| | | Vacant | |
| | | Vacant | |
| 9 | Pashchim Champaran | Chintan Raj | |
| | | Vacant | |
| | | Vacant | |
| 10 | Rohtas | Mansi Kaushik | |
| | | Aman Akash Bharadwaj | |
| | | Vacant | |
| 11 | Sitamarhi | Vacant | |
| | | Vacant | |
| | | Vacant | |

Indicative List of Activities to be Performed by the PMRD Fellows

The PMRD Fellows will perform mainly the following functions:

1. Work with the poor and help them access their rights and entitlements. This may include:
 - a. Helping in organising Gram Sabhas in selected Panchayats and facilitate discussions on development issues, mobilising self-help groups, producers groups, village level organisations etc.
 - b. Facilitating block level grievance redressal camps in at least one block per quarter
 - c. Working with NGOs and Community Based Organizations in their development action with the poor
 - d. Work with organizations involved in issues like awareness generation on entitlements under PESA, FRA, Employment Guarantee Act, RTE etc.
 - e. Promote the agenda of inclusive development especially for groups like tribals, women, dalits, through different community organizations
2. Conduct socio-economic analysis of the select areas of the district and contribute in ascertaining the felt needs of the people. This may include:
 - a. Visit different areas of the District (through programmes framed in consultation with the District Collector/Sub-Divisional Magistrate) to see for themselves the local socio-economic conditions and the impact (or deficit) of governmental interventions.
 - b. Diagnostic study covering gap analysis, capacity building needs, HR issues, resource envelops etc.
 - c. Assessment of Panchayati Raj Institutions vis-à-vis their functions and devolution of power
 - d. Undertake assessment of development deficit for use in local Planning.
 - e. Understand local dynamics and local problems and issues related to implementation of rural development initiatives, and report this (scheme/ programme wise) analysis/finding on a periodic basis to the District Collector. For this purpose the Fellow shall also attend relevant meetings chaired by the District Collector/Sub-Divisional Magistrate.
3. Help the district administration in project plan preparation
 - a. Preparation of plans in blocks particularly for livelihoods, MGNREGS, NBA etc.
 - b. Participate in district level committees like DMMU, DRDA, DWSM, Watershed Committee, etc.
 - c. Formulate special interventions for the consideration of the District Collector, and oversee implementations of accepted 'Plan of Interventions'

4. Assist in better implementation of poverty alleviation programmes, particularly MGNREGA, NRLM, National Rural Drinking Water Programme, IWMP, IAP etc.
 - a. Analyze delivery of flagship programs
 - b. Help community and administration in objective selection of beneficiaries under various programs
 - c. Promote community based monitoring tools like Social Audit
 - d. Annual evaluation of CSS like MGNREGS, NRLM, ICDS, NBA, NRDWP, IAY, SSA, NRHM, PDS, Mid-day meals etc. These should be preferably through action research and should focus on planning, identification of beneficiaries, delivery of services etc.
5. Undertake action-research to discover more appropriate ways of doing things for the district administration
6. Design and implement innovative projects. Fellows may undertake innovative projects sourcing funds from different sources to translate some of their innovative ideas into ground action that have direct implication on the lives of the poor.