



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: BRLPS/Esst./11/06/ 5028

Date: 11.01.14

OFFICE ORDER

BRLPS have scaled up its operation in selected blocks in 17 new districts in past months. Several staffs have already been posted and many more would be posted to 17 districts in coming months. Salary of some of the posted staffs has been paid from SPMU and many have not been paid so far. In view of increasing number of posted staffs and activities in these districts, it has been decided by the competent authority that salary of all staff posted/would be posted in these districts including other expenditures would be paid from supporting DPCUs till further order/DPCU in these districts become operational. The list of supporting districts and allotted district is attached for ready reference:

The detail guidelines for supporting districts in respect of payment and record keeping for allotted 17 districts are as under:

1. Supporting DPCUs which would be making payment to allotted districts will create separate company in Tally for booking of expenditure and bills, vouchers and books of records will be maintained separately for new districts so that after establishment of new districts same Tally data and all bills/vouchers and register could be transferred to new districts and could be continued without any transfer entry.
2. Supporting DPCUs making payments would make account entries as advance to new districts (district name) and in new districts same amount will be accounted as liability.
3. After opening of bank account of new districts accounting entry will be reconciled at SPMU level.
4. Supporting districts would make list of documents maintained for allotted new districts and it would be handed over to concerned districts with signature of all concerned district staff. Signed copy of list will be kept with safety at least till the end of statutory audit.
5. Supporting DPCUs making payment would keep all claims, bills/FLTA/TA bills/ Advance settlement claims with safety, separately for each district so that in case of non - payment the same could be transferred to new district for further action to avoid confusion or loss of claim.

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6. All the districts except BRLP districts have NRLM/NRLP bank account. Payment to allotted districts would be made from the same account.

7. There are 4 BRLP districts (Gaya, Nalanda, Khagaria and Purnea) which have been made supporting districts as per the given list where NRLM bank accounts have been opened and are non-operational. The competent authority has permitted to operationalized NRLM bank account for making payments to tagged new districts by adhering to same guidelines.

This order is applicable with immediate effect.


(Arun Kumar Sah)

State Project Manager-HRD

Enclosed: As above

Copy to:

1. Add. CEO/Director
2. OSD, CFO, AO, FO & SFMs
3. All SPMs/PMs
4. All DPMs, FM, Manager-HR
5. DPM In charge of 17 new districts
5. Concerned File

District Support Team + district

Sl.	Name of District	DPM/Inc	Supporting District	Blocks	
1	Banka	Niraj K Singh(PM-Ent)	Jamui	Chanan	as per Office order 3239/19.09.13
				Belhar	
				Baunsi	
				Katoria	
2	Munger	Ajit Kumar	Bhagalpur	Dharhara	
				Kharagpur	
				Bariyarpur	
				Munger Sadar	
3	Kishanganj	Kaustubh Pratik(AFM)	Katihar	Konchadhaman	
				Pothiya	
				Thakurgunj	
				Dighal Bank	
4	Aurangabad	Samir Kumar (PM-LH)	Gaya	Nabinagar	
				Rafigunj	
				Madanpur	
				Goh	
5	Jehanabad	R. K Singh(DPM-Patna)	Patna	Makdumpur	as per Office order 4624/14.12.13
				Ghoshi	
				Hulashganj	
6	Arwal	R. K Singh(DPM-Patna)	Patna	Kaler	
				Arwal Sadar	
7	Siwan	Aditya N Saha(PM-M&E)	Gopalganj	Panchrukhi	
				Barharia	
				Daraundha	
8	Saran	Amrita Singh(PM-TLC)	Gopalganj	Dariapur	
				Chhapra Sadar	
				Taraiya	
				Marhaura	
9	Vaishali	Ms. Saumya(PM-HN)	Smastipur	Jandaha	
				Mahua	
				Goraul	
10	Sheohar	Anubhav Dubraj (PM-MI)	E. Champaran	Tariyani	
				Sheohar	
				Purnahia	
11	Begusarai	Sikander Kumar(AFM)	Khagaria	Bachhwara	
				Bakhri	
				Birpur	
				Cheria Bariyarpur	

				Chhorahi
				Dandari
				Garhpura
				Khudabandpur
				Masurchak
				Naokothi
				Sahebpur kamal
12	Lakhisarai	Anumeha Swarup(PM-SLPM)	Nawada	Suryagarha
				Barahia
				Lakhisarai
13	Sheikhpura	Asha Kumari(PM-HR)	Nalanda	Shaikhpura
				Shekhopur Sarai
				Barbigaha
14	Bhojpur	Nidhi Singh(PM-R&D)	Patna	Agiaon
				Barhara
				Sahpur
15	Buxar	Gaurav Tyagi(PM- Jobs)	Patna	Buxer
				Rajpur
				Simri
16	Kaimur	Anthony Raj(PM-RC)	Rohtas	Mohania
				Bhabhua
				Kudra
17	Araria	Rajeev Kumar(PM-CF)	Purnia	Sikti
				Raniganj
				Araria