

पत्रांक:- 04/NULM-03/16/.....१११०...../न०वि०एवंआ०वि०

बिहार सरकार
नगर विकास एवं आवास विभाग

प्रेषक:-

विशेष सचिव
नगर विकास एवं आवास विभाग।

सेवा में,

प्रधान सचिव, वित्त विभाग,
सचिव, ग्रामीण विकास विभाग,
प्रधान सचिव, श्रम संसाधन विभाग,
सचिव, समाज कल्याण विभाग,
प्रधान सचिव, उद्योग विभाग,
सचिव, ग्रामीण कार्य विभाग,
सचिव, खाद्य एवं उपभोक्ता संरक्षण विभाग,
सचिव, अनुसूचित जाति/अनुसूचित जन जाति विभाग,
प्रधान सचिव, शिक्षा विभाग,
प्रधान सचिव, विज्ञान एवं प्रावैधिकी विभाग,
लीड बैंक के राज्य स्तरीय पदाधिकारी,
राष्ट्रीयकृत बैंक के राज्य प्रमुख,
भारतीय रिजर्व बैंक के राज्य प्रतिनिधि,
उद्योग संघ के प्रतिनिधि,
स्वयंसेवी संस्था/फेडरेशन के प्रतिनिधि,
राज्य मिशन निदेशक, एन०आर०एल०एम०,
आवास एवं शहरी गरीबी उन्मूलन मंत्रालय, भारत सरकार के प्रतिनिधि,
राज्य मिशन निदेशक, एन०यु०एल०एम०,
क्षेत्रीय प्रबंधक, हुडको।

पटना, दिनांक २५/११/१७

विषय:- दिनांक- 04.10.2017 को पूर्वा० 11:30 बजे दीनदयाल अन्त्योदय योजना - राष्ट्रीय शहरी आजीविका मिशन (DAY-NULM) की राज्य स्तरीय कार्यपालिका समिति (Executive Committee) की प्रस्तावित बैठक में भाग लेने के संबंध में।

महाशय,

निदेशानुसार उपर्युक्त विषय के संबंध में कहना है कि दीनदयाल अन्त्योदय योजना-राष्ट्रीय शहरी आजीविका मिशन (DAY-NULM) के अधीन गठित राज्य स्तरीय कार्यपालिका समिति की बैठक विकास आयुक्त, बिहार की अध्यक्षता में उनके कार्यालय कक्ष में दिनांक- 04.10.2017 को पूर्वा० 11:30 बजे निर्धारित है। बैठक हेतु एजेंडा संलग्न है।

अतः अनुरोध है कि वर्णित बैठक में ससमय भाग लेने की कृपा की जाय।

अनु०- कार्यावली।

विश्वासभाजन

२५/११/१७

विशेष सचिव

नगर विकास एवं आवास विभाग।

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Agenda 1/7

Confirmation of the Minutes of the previous meeting. Enclosed as Annexure-1.

Agenda 2/7

The Action taken on the various items discussed during the previous EC meeting.

The Majority of the actions suggested in the 4th Executive Committee meeting have complied. Brief action taken report (Action Taken Report) is enclosed as Annexure-2.

Agenda 3/7

Review of the Progress made from January 2017 to August 2017.

A significant progress under the Mission has been made during 2017-18. Against the annual target of 50000, total 19357 beneficiaries were enrolled for the EST&P component. Out of the enrolled candidates, 3853 have already been trained and 833 candidates are undergoing training. Certificates have already been given to 1940 successful candidates out of these trained beneficiaries. 256 trainees have been placed by the end of August -2017.

The underachievement could be attributed to the in-sufficient no. of BSDM approved Skill Development centers with UD&HD and lack of sufficient number of Trained Trainers with these SDCs.

Under the SM&ID component, 1076 SHGs were formed against the annual target of 5400 till August 2017. Revolving Funds have been distributed to 1037 SHGs. the SPUR program is over in March-2017. The progress of the SM&ID component has been affected due to non-availability of resource organizations, community resource persons and community organizers that were engaged under SPUR program, which concluded in March 2017. In past, ULBs engaged the Community Resource Persons (CRPs) to achieve the targets as per Jeevika policy but their engagement was discontinued due to absence of policy on engaging such community-based resources. The department published RFPs for engagement of ROs twice but all agencies, the agencies that had submitted proposals in response to the RFP, were found to be ineligible, as they did not meet the eligibility criteria.

Under the SUSV component, survey of street vendors has been concluded in 42 NULM towns whereas Aadhaar based survey of the Vendors will be carried out through agencies engaged under SUSV in new towns covered under Mission. Total 81,461 (after validation and removal of duplicates) street vendors have been identified. Out of which the identity cards have been given to 5828 to Street Vendors. The Town Vending Committees (TVCs) have also been formed in all the 140 towns. The Rules and under the Street Vendors (Protection of Livelihood and Regulation of Street Vending) Act, 2014 have been notified. Despite initial bottlenecks in designating land in many towns, vending zones have been identified in all the towns and proposal to develop vending zones are being processed.

Under the Shelter for Urban Homeless, refurbishment of 30 shelters has been completed and handed over to Area Level Organization for its operation and maintenance. Besides

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refurbishment of the existing shelters, construction of 28 new shelters was in progress and is near completion. The construction of new shelters in Supaul and Biharsharif was complete.

Under Self Employment Program (SEP), bankers were oriented on the mission objectives and as a result, DAY-NULM has been included in the agenda of SLBC and DLCCs. Against the target of 1,000 only 59 SHGs were provided with credit linkages. Similarly against the target of 5,000, 505 individual beneficiaries have been provided with loans. Department had also asked to RSETI to facilitate process of credit linkage to individuals who have attended the EDP training organized by the RSETIs. However, there are more than 2,048 applications pending at either ULB or Bank level for approval.

Agenda 4/7: Engagement of Community Resource Persons for implementing Social Mobilization Activities.

Community Resource Persons (CRPs) are members of a mature SHG, who have good knowledge and experience of SHG concepts, group management norms, SHG meeting process, book-keeping, agenda fixation etc. They have the ability and skills to motivate the poor, and conduct trainings by drawing lessons from their personal experiences and the best practices of their SHGs. CRPs act as guides and role models for other poor individuals. As per the SM&ID guidelines, a pool of CRPs, professionals, civil society organizations, resource agencies with domain expertise and experience (e.g. issues like bank linkage, book keeping and accounts, micro-planning, micro-investment process, roles and responsibilities of members, etc.), should be identified and engaged for providing capacity building inputs to the community institutions.

SHGs need continuous support and the mechanism of support be established in such a way that after withdrawal of support agency the groups continue to work in the area with resource persons selected from the community. As a prerequisite for establishing a support mechanism at the community level, which is called 'Social Capital', well-trained para-professionals are required to provide uninterrupted support.

Initially these CRPs were engaged in only 25 ULBs from the verified list of engaged Resource Organization i.e. APMAS with approval of Area Level Organizations under SPUR program. Since APMAS has now withdrawn as their contract was over by March 31, 2017, proper monitoring and handholding support to SHGs in each town has become arduous due to lack of field level support organizations. Further, with the extension of DAY-NULM program in all 142 towns of Bihar, the requirement of engaging CRPs has become a crucial factor for achieving the desired results.

The SULM proposes to prepare a CRP Engagement Policy to standardize the recruitment of CRPs by the ULBs. The salient features of the Policy are as follows:

(a) Roles and Responsibilities of the CRPs

CRPs will provide support in strengthening community institutions like SHGs, ALFs and CLFs in the form of community awareness, member level education, institution building,

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book keeping, accounting, grading, auditing, financial literacy, health & hygiene, community sanitation, family counseling, etc. Major responsibilities of the CRPs would be:

1. Formation of new as well as strengthening of existing SHGs
2. Help SHGs to follow PNACHSUTRA through member's awareness and training.
3. Documentation and facilitation support for bank linkage of SHGs
4. SHG profiling, Grading and micro credit plan preparation with support from COs and Resource Organizations.
5. Conflict resolution within and between two SHGs
6. Member's education on ALF/CLF
7. Book keeping and minute writing of CLF
8. Mobilization of members on social issues
9. Handholding support to SHGs

(b) Eligibility criteria:

- Active member of SHGs at least for a year.
- Should be an office bear of the existing SHG.
- Educational qualification should be at least Matric.
- Should not be a loan defaulter.
- Sincere to community service and ready to visit to other ULBs.
- Age between 20 to 55 years.

(c) Selection process:

- Area Level Organization will prepare a list of potential candidates, as per eligibility criteria.
- A committee comprising of 2-3 members (President of ALO, Secretary of ALO, City Mission Manager or representatives of Resource Organization) will select the eligible candidates for CRPs.
- The list of selected CRPs will be sent to ULBs for its approval.
- No. of CRPs will be engaged as per requirement.

(d) Payment and Allowance:

Sl. No	Service Area	Per day Allowance (INR)	Boarding /day (INR)	Total (INR)	Institutional fee (@10%)/ day/ CRP	Net Payment (INR)
1	Within area of base location	160.00	100.00	260.00	16.00	244.00
2	Nearest ULB within the district	240.00	100.00	340.00	24.00	316.00
3	Nearest ULB outside the district	320.00	100.00	420.00	32.00	388.00

(Detailed policy note is enclosed)

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Agenda 5/7 : Engagement of Community Organizers through ULBs.

As per DAY-NULM guidelines “COs will be appointed in the City. Each CO will cover at least 3000 urban poor families. COs should be recruited as per the requirement at city level subject to availability of funds. However at least one CO should be positioned in every city covered under NULM. He /She will interact and will have direct interface with the urban poor and assist them in accessing all the benefits of NULM. The position is a contractual engagement, initially for two years. Renewal of contract is done every two years based on performance appraisal.”

Since there was a provision of Community Facilitator under SPUR project, no community organizer was engaged at city level. Currently as the SPUR project is over, there is immediate need for engagement of COs at ULB.

Accordingly, the SULTM proposes to prepare a Community Organizer Recruitment Policy to standardize the recruitment of COs at ULB level. The salient features of the Policy are as follows:

(a) Key Responsibility Areas

Community Organisers will:

- a) Ensure social mobilisation of urban poor in his or her operational area – directly or through Resource Organisations (ROs)
- b) Facilitate community in forming into groups/federations
- c) Facilitate implementation of various programmes/aspects related to NULM in his/her operational area
- d) Develop community level comprehensive database on infrastructure, assets and social aspects, update the database periodically
- e) Support and strengthen SHGs and their federations including the SHGs of disabled persons in accessing convergent services
- f) Promote SHG-Bank linkage
- g) Establish liaison with government departments for convergence
- h) Assist in surveys related to NULM
- i) Support implementation of development works like community contracts, O & M of community assets etc.
- j) Document the working of good practices
- k) Organize and attend community level meetings trainings, as per the need.
- l) Submit periodic reports as necessary
- m) Any other tasks/ duties as assigned from time to time by the CPO

(b) Eligibility criteria:

- Educational qualification should be Intermediate (10+2) in any discipline.
- Should have at least 5 years of experience in working with community on social development issues.
- Proficiency in MS office (Word, Excel, power point etc.) is required

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(c) Selection process: The required no. of COs will be decided on the basis of number of urban poor households in the town. For each set of 3000 households, a CO will be required. The selection process would involve following actions:

- Advertisement for requirement of COs published in newspaper by ULBs.
- Formation of a committee comprising of 3 members i.e. Municipal Commissioner or Executive Officer, City Manager and City Mission Manager (SM&ID). Wherever, City Manager is not available, the Executive Officer may nominate the third member. City Mission Manager (Skills and Livelihoods) may also be the member of committee.
- After scrutiny of the bio-data on eligibility criteria by City Mission Manager (SM&ID), the list of eligible candidates will be placed to the Committee for its approval.
- Subsequent to approval of list of the eligible candidates, an interview will take place on a fixed date at ULB.
- Each candidate will be evaluated against each criteria given in Format-A, enclosed herewith as Annexure ----- . Accordingly the marks will be assigned to each interviewee.
- With approval of Committee, a merit list will be prepared and displayed on notice board.
- The required number of COs will be selected on the basis merit list in descending order from top to bottom.
- A formal letter to selected candidates will be issued by the ULBs.

(d) The Remuneration

Payment towards salary and allowances will be limited to norms prescribed under NULM. The consolidated remuneration of the Community Organizers will be Rs. 15,000 per month, which would inclusive of all expenses and taxes. The remuneration paid the COs will be subject to revision as per the polices/ notifications issued by the department and/or GoI time to time.

(Detailed policy note is enclosed)

Agenda 6/7 : Operationalization of City Livelihoods Center under DAY-NULM through Public Private Partnership (PPP) mode :

The development of the City Livelihood Centre (CLC) aims to support Urban Poor by providing them one stop solution to market their products and services and also can access information and other benefits. The CLC will act as a bridge between urban poor and middle and higher income groups who are accessing various services like security, carpentry, gardening, construction, plumbing, electrical work, health care support, housekeeping which in turn is provided by Urban Poor. The City Livelihood Centre is proposed to established as per the "NULM guidelines".

The objective of establishing City Livelihood Centres (CLCs) at city level is to create a platform where (a) The urban poor can offer their goods and services in an organized manner

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to the potential buyers i.e. the CLC would strive to bridge the gap between demand and supply of the goods and services produced by the urban poor. (b) The urban poor can access information and business support services as and when needed by them, which would otherwise not be accessible to them.

The primary responsibility of establishing and running the CLC rests with the ULB. The ULB will be required to allocate space/ premises for establishing the CLC. It is essential that the CLC is located at a central and convenient location which the urban poor can access easily. If such a space is not available with the ULB, they should hire space for establishing the CLC. ULB may run this CLC by hiring the services of staffs depending on the nature and type of the services provided by the CLCs for managing the day-to-day operations. ULBs will keep two personnel; a Center Manager and an Office Assistant. These two staffs can be hired through following process:

- Advertisement for requirement of Center Manager and Office assistant published in newspaper by ULBs.
- A committee comprising of 3 members (1) Municipal Commissioner or Executive Officer, (2) City Manager or any nominated person by Municipal Commissioner or EO, (3) City Mission Manager (SM&ID) will be formed for purpose of engaging CLC staff. Wherever, City Manager is not available, City Mission Manager (Skills and livelihoods) will be the member of committee.
- After scrutiny of bio-data submitted at CMMU, it will place the list of eligible candidates to the committee.
- An interview will take place on a fixed date at ULB and marking will be done for each applicants. The total marks for evaluation of candidates will be 50 out of which, 20 marks would be dedicated for educational qualification, 20 marks for experience and 10 marks for language and computer proficiency.
- With approval of Committee a merit list will be prepared and published on notice board.
- The topper in the list will be selected.
- A formal letter will be issued to selected candidate for joining at ULB.

Establishment of CLCs under PPP mode

As per the NULM Guidelines, ULBs may also outsource the functioning of CLC to Community based Organization (CBO) (e.g. CLF) or any other organization/agency, if needed. ULBs may engage such agencies on PPP mode as per the model Terms of Reference developed by SULM. (Detailed concept note is enclosed)

Agenda 7/7

Any other matter with the permission of Chair.