



ABSTRACT

Social Welfare and Nutritious Meal Programme Department - Integrated Child Development Services – State Training Action Plan (STRAP) for the year 2012-2013 – Job and Refresher Training to Child Development Project Officers, Instructress of Anganwadi Training Centres, Supervisors at Middle Level Training Centre, - Sanction of Expenditure of Rs.45.25 lakh for the year 2012-2013 – Orders – Issued.

Social Welfare and Nutritious Meal Programme (SW7-2) Department

G.O. (2D).No.09

Dated :26.03.2013

திருவள்ளூர் ஆண்டு 2044
பங்குனி 13

READ:

- 1 From the Project Manager, Ministry of Human Resource Development, Government of India Letter No.1-22/2003-TR-1, Dated 08.04.2003
- 2 From the Deputy Secretary to Government of India, Ministry of Women and Child Development, New Delhi, Letter No.15-1/2011-TR, Dated 18.01.2011.
- 3 G.O.2(D) No.25, Social Welfare and Nutritious Meal Programme (SW7-2) Department, Dated 07.12.2011.
- 4 From the Under Secretary to Government of India, Ministry of Women and Child Development New Delhi, Letter No.1/22/2012-TR dated 22.08.2012.
- 5 From the Principal Secretary / Special Commissioner, Integrated Child Development Services Letter Roc.No.4847/Trg/2012, Dated 05.09.2012.

+++++

ORDER:

Training is one of the most crucial components in the Integrated Child Development Services Scheme for improving and maintaining the quality of performance of the project personnel at all levels and has been geared up towards improving Knowledge, Skills and capabilities of all functionaries especially frontline workers so that they are not only better service providers but also mobilizers of community towards desirable behavioural change. The aim of the training is to develop all the functionaries of Integrated Child Development Services into Agents of Social Change instead of simply reacting to the situation and to bring about behavioural change in the community.

2. In the letter first read above, the Government of India have formulated a comprehensive training strategy for the functionaries of the Integrated Child

Development Services Scheme and have conveyed the "in Principle" approval of the Government of India to conduct various training programmes for Child Development Project Officers, Instructress, Supervisors working under Integrated Child Development Services Scheme in Tamil Nadu to perform their work effectively and efficiently under project UDISHA for the year 2003-2004 and 2004-2005.

3. In the letter second read above, the Government of India has stated that the training programme under the Integrated Child Development Services Scheme would continue during 2012-2013 without break with domestic resources (90% funding by Government of India and 10% funding by States/UTs) and has requested the States to submit the STRAPs for 2012-2013 immediately for considering and approval of Government of India.

4. In the Government Order third read above, sanction was accorded for a sum of Rs.61.70 lakh towards imparting Job and Refresher Training to Child Development Projects Officers, Instructress of Anganwadi Centres, Supervisor at Middle Level Training Centre and Skill Development Training to District Programme Officers for the year 2011-2012.

5. In the letter fourth read above Government of India have conveyed the administrative approval for conducting various training programme under Integrated Child Development Services scheme included in STRAP for the year 2012-2013 at a total cost of Rs.823.03 lakh under which a sum of Rs.370.36 lakh has been released as first instalment to the State of Tamil Nadu for the implementation of Integrated Child Development Services Scheme Training Programmes for the year 2012-2013.

6. In the letter 5th read above the Principal Secretary / Special Commissioner, Integrated Child Development Services has proposed to conduct the following Training Programmes under Integrated Child Development Services Scheme for the year 2012-2013 as per the State Training Action Plan (STRAP) of Tamil Nadu in the State Training Institute, Tharamani and Middle Level Training Centre, Chennai as detailed below:

(i) JOB TRAINING TO CHILD DEVELOPMENT PROJECT OFFICERS

In order to achieve the objectives of Integrated Child Development Services and to enable the newly promoted personnel from the posts such as Supervisors, Extension Officers (SW) and Superintendents to the post of Child Development Project Officers to perform their work effectively and efficiently, the Job Training to Child Development Project Officers is given as approved by Government of India in the STRAP for the year 2012-2013.

(ii) REFRESHER TRAINING TO CHILD DEVELOPMENT PROJECT OFFICERS

In order to update their existing knowledge, skill and attitude and to bring an attitudinal change and behavioural change among themselves and in the community, Refresher Training is being imparted to the Child Development Project Officers.

(iii) JOB TRAINING TO INSTRUCTRESS OF ANGANWADI CENTRES

The Job Training is given to Mobile Team Instructress, Grade-I Supervisors and District Technical Team as they are the key trainers for the training of grass root level functionaries. Job Training is a regular and routine in the pattern of Training strategy. Orientation training is given on certain basic and specific issues like developing training and communication skills in the area of operation. These trainers in turn will help the field functionaries in the District to perform their responsibilities effectively and efficiently which would promote in getting the desired result in the project.

(iv) REFRESHER TRAINING TO INSTRUCTRESS OF ANGANWADI CENTRES

The Refresher Training to Instructress of Anganwadi Centres is a periodical Training Programme in the pattern of Training strategy. It would be need based and focused to update their existing knowledge, skill and attitude and also in developing training and communication skills in the area of operation.

(v) JOB AND REFRESHER TRAINING TO SUPERVISORS

As per Government of India norms, the Job Training and Refresher Training to Supervisors have been entrusted to Middle Level Training Centre (MLTC), Chennai a leading NGO run by Indian Council for Child Welfare, which was approved by Government of India to conduct training programmes since 1985. Under this programme the Supervisors who are newly promoted are given job training so as to enable them to perform their work effectively and efficiently as they are mostly 10th standard pass only and their educational qualification is not sufficient to excel as a supervisor.

(vi) The Refresher Training to Supervisors is need based and focused to update their existing knowledge, skill and attitude and shall be necessary for bringing an attitudinal change and behavioural changes among themselves and in the community thus proving themselves as good social change agent.

7. The Principal Secretary / Special Commissioner, Integrated Child Development Services Scheme has further stated that the Indian Council for Child Welfare, Chennai was permitted to commence the training programme from May 2012 to March 2013 as per their calendar of programme and based on the duration of the courses with 300 training days a year norms (10 months) for Anganwadi Training Centres/Middle Level Training Centres and the Government of India have permitted to incur the Administrative cost for 300 days.

8. The Principal Secretary / Special Commissioner, Integrated Child Development Services Scheme has stated that proposals have been restricted to the actuals under TA/DA, and for Boarding and Lodging and it has been calculated for number of actual working days and not for the duration so as to avoid surrender of funds because of decentralized pattern of training as they do not require too much funds for TA/DA and has therefore requested the Government to sanction necessary funds for conducting various Trainings as indicated below:-

Sl. No	Name of the Training	Approved under STRAP – 2012-2013			Amount Actually required (Rs.in lakh) for the year 2012-13
		No. of batches	Per Batch Cost (in Rs.)	Amount (Rs. in lakh)	
I. State Training Institute, Taramani, Chennai					
1	Job Training to Child Development Project Officers (Budget detail in Annexure – I)	2	3,74,000	7.48	6.51
2	Refresher Training to Child Development Project Officers (Budget detail in Annexure –II)	5	1,81,125	9.06	5.37
3	Job Training for Instructress of Anganwadi Training Centres (Budget detail in Annexure -III)	6	55,900	3.35	3.07
4	Refresher Training to Instructress of Anganwadi Training Centres (Budget detail in Annexure – IV)	6	43,550	2.61	2.33
	Total			22.50	17.28
II. MIDDLE LEVEL TRAINING CENTRE					
	i) Job Training to Supervisors	6	1,40,250	8.42	8.42
	ii) Refresher Training to Supervisors	15	53,750	8.06	8.06
	iii) Administrative Cost based on duration of the courses with 300 days Utilization Criteria as per Government India norms.	-	-	11.49	11.49
	Total			27.97	27.97
	Grand Total (I & II)				45.25

9. After careful examination of the proposal of the Principal Secretary/Special Commissioner, Integrated Child Development Services Scheme, the Government issue the following orders:-

- I. The Principal Secretary/Special Commissioner, Integrated Child Development Services is permitted to conduct the following training programmes at State Training Institute Tharamani, Chennai-600 113 as approved by the Government of India under STRAP for the year 2012-2013.

- II. Sanction is accorded for a sum of Rs.6,51,000/- (Rupees Six lakh and fifty one thousand only) as per the details given in the Annexure – I to conduct Job Training to 50 Child Development Project Officers in two batches.
- III. Sanction is accorded for a sum of Rs.5,37,000/- (Rupees Five lakh and thirty seven thousand only) as per the details given in the Annexure-II to impart Refresher Training to 125 Child Development Project Officers in five batches.
- IV. Sanction is accorded for a sum of Rs.3,07,000/- (Rupees Three lakh and seven thousand only) as per the details given in the Annexure – III to impart Job Training to 120 Instructress (Grade-I Supervisors) of Anganwadi Training Centres in respective projects in 6 batches.
- V. Sanction is accorded for a sum of Rs.2,33,000/- (Rupees Two lakh and thirty three thousand only) as per the details given in the Annexure-IV to impart Refresher Training to 120 Instructress of Anganwadi Training Centres in six batches.
- VI. The Principal Secretary/Special Commissioner, Integrated Child Development Services Scheme shall permit the Middle Level Training Centre, Chennai (run by Indian Council for Child Welfare, a leading NGO in Chennai) to impart Job and Refresher Trainings to Supervisors as approved by the Government of India under State Training Action Plan for the year 2012-2013.
- i. Sanction is accorded for a sum of Rs.27,97,000/- (Rupees Twenty seven lakh and ninety seven thousand only) for imparting Job and Refresher Training to Supervisors and Administrative cost of Middle Level Training Centre as detailed below:

a)	Job Training to 150 Supervisors in 6 batches	=	Rs.8,42,000/-
b)	Refresher Training to 375 Supervisors in 15 batches	=	Rs.8,06,000/-
c)	Administrative cost of Middle Level Training Centre for 300 days Utilization criteria as approved by Government of India.	=	Rs.11,49,000/-
	Total	=	Rs.27,97,000/-

- ii. The Principal Secretary/Special Commissioner, Integrated Child Development Services Scheme is authorized to pay to Middle Level Training Centre-(Indian Council for Child Welfare), Chennai as detailed in Annexure – V and not to allow to incur any expenditure over and above the sanctioned amount for Middle Level Training Centre.

- iii. The Principal Secretary/Special Commissioner, Integrated Child Development Services Scheme is authorized to permit the Middle Level Training Centre (Indian Council for Child Welfare) Chennai to incur the expenditure as indicated in the Annexure V for the funds released and to direct them to submit a detailed Training report along with the Receipt, Statement of Expenditure duly certified by an internal auditor, and Utilization Certificate after completion of the Training Programme activities.

10. The expenditure sanctioned in para 9 above shall be debited under the following head of account:-

"2236 – Nutrition -02 – Distribution of Nutritious Food and Beverages – 101- Special Nutrition Programme – Schemes in the Twelfth Five Year Plan – III – Centrally Sponsored – SC - Integrated Child Development Services Scheme – 72 – Training. (D.P.C. 2236-02-101-SC-7203)

11. The expenditure sanctioned in para 9 above will be provided in Final Modified Appropriation 2012-2013. Pending provision of funds in Final Modified Appropriation 2012-2013, the Principal Secretary/Special Commissioner, Integrated Child Development Services Scheme is authorized to incur the above expenditure. The Principal Secretary/Special Commissioner, Integrated Child Development Services Scheme is requested to include the above expenditure in Final Modified Appropriation 2012-2013 while sending the proposal to Finance (Social Welfare) Department without fail and she is also requested to send necessary explanatory notes to Finance Department to include the above expenditure in the Final Supplementary Estimates 2012-2013 at the appropriate time.

12. The Principal Secretary / Special Commissioner, Integrated Child Development Services is authorized to draw the amount in advance and incur the expenditure as indicated in the Annexures I - V under article 99 of Tamil Nadu Financial Code Volume I and for conducting the above said training programmes and adjust the same later on, at the Pay and Accounts Office concerned soon after the programme is completed.

13. The Principal Secretary / Special Commissioner, Integrated Child Development Services is authorized to carry out head-wise readjustment of financial limits wherever required within the overall total approved cost of Training programmes as detailed in Annexures I – V.

14. The Pay and Accounts Officer concerned is advised to honour the bills, as and when presented by the Principal Secretary / Special Commissioner, Integrated Child Development Services if it is otherwise found to be in order.

15. This order issues with the concurrence of Finance Department vide its U.O.No. 75/DS(VS)/Finance (Social Welfare)/2013, Dated. 23.03.2013 and Additional Sanction Ledger 2563 (Two thousand five hundred and sixty three).

(BY ORDER OF THE GOVERNOR)

P.M. Basheer Ahamed
Secretary to Government

To

The Principal Secretary/Special Commissioner,
Integrated Child Development Services Scheme,
Tharamani, Chennai-113 (w.e)
The Accountant General (A&E), Chennai-18 (By name)
The Accountant General (Audit-I/II), Chennai-18
The Resident Audit Officer, Secretariat, Chennai-9
The Pay and Accounts Officer (South), Chennai-35
The District Programme Officers concerned
(Through The Principal Secretary/Special Commissioner
ICDS, Tharamani, Chennai-113)
The Indian Council for Child Welfare, (MLTC)
No.5. Third Main Road, Shenoy Nagar, Chennai

Copy to :

The Director of Government of India, Ministry of Women and Child Development,
Shastri Bhavan, New Delhi-110 001
The Finance (SW/BGI&II) Department, Chennai-9
The Senior Personal Assistance to Hon'ble Minister (Social Welfare & NMP), Chennai-9
The Private Secretary to Secretary, Secretary to Government,
Social Welfare and Nutritious Meal Programme Department, Chennai-9
Stock file/Spare copy

// Forwarded By Order //

R.I. Shundararaj
26/3/13
Section Officer.
b
26/3/13

ABSTRACT

(G.O.(2D) No.09, Social Welfare and Nutritious Meal Programme
(SW7-2) Department, Dated 26.03.2013)

SL. NO	Nature of Training	Venue	NAME OF THE TRAINING	AMOUNT IN RUPEES
1	Regular Training	State Training Institute	Job Training for Child Development Project Officers	6,51,000
2			Refresher Training For Child Development Project Officers	5,37,000
3			Job Training For Instructress of Anganwadi Training Centres	3,07,000
4			Refresher Training For Instructress of Anganwadi Training Centres	2,33,000
5	Regular Training	MLTC* (ICCW)	Job and Refresher Training for Supervisors & Administrative Cost of MLTC	27,97,000
			Total	45,25,000

* Middle Level Training Centre (Indian Council for Child Welfare)

(Rupees Forty Five Lakh and Twenty Five Thousand only)

P.M. Basheer Ahamed
Secretary to Government

// Forwarded By Order //

RL. S. Indrasiri
26/3/13
Section Officer.
b
26/3/13

ANNEXURE – I

**(G.O.(2D) No.09, Social Welfare and Nutritious Meal Programme
(SW7-2) Department, Dated 26.03.2013)**

**BUDGET DETAILS FOR JOB TRAINING FOR CHILD
DEVELOPMENT PROJECTS OFFICERS**

Duration of the training : 32 days
No. of Working Days : 26 days
No. of batches : 2
Batch Size : 25

S.No.	Item	Per course Amount Rs.
1	Boarding & Lodging to trainees (Rs.225/-per day) (Rs.125/- for boarding & Rs.100/- for lodging)* (Rs.225 x 30 days x 25 Participants)	168750
2	TA/D.A. to trainees (Not exceeding Rs.3500/- per participant or actuals whichever is less)	87500
3	Honorarium to Guest speakers and TA/DA to Guest speakers (Rs.750/- per session x 30 session)	22500
4	Training material (Rs.500/- x 25 trainee)	12500
5	Field visit and local Transport	24000
6	Contingencies	10000
	Total	325250

* As it is a residential training programme, budget has been worked out for 30 days inclusive of holidays falling during the training

Budget per batch : Rs.325250
for two batches : Rs.325250x2=Rs.6,50,500/-
or 6.51 Lakh

(Rupees Six Lakh and Fifty One Thousand only)

P.M. Basheer Ahamed
Secretary to Government

// Forwarded By Order //

R.L. Shindarshi
26/3/13
Section Officer.
b
26/3/13

ANNEXURE -II

**(G.O.(2D) No.09, Social Welfare and Nutritious Meal Programme
(SW7-2) Department, Dated 26.03.2013)**

**BUDGET DETAILS FOR REFRESHER TRAINING FOR CHILD
DEVELOPMENT PROJECTS OFFICERS**

Duration of the training : 7 days
No. of Working Days : 5 days
No. of batches : 5
Batch Size :25

S.No.	Item	Per course Amount Rs.
1	Boarding & Lodging to trainees (Rs.225/-per day) (Rs.125/- for boarding & Rs.100/- for lodging) (Rs 225/- x 5 days x 25 participants)	28125
2	TA/D.A. to trainees (Not exceeding Rs.2500/- or actuals whichever is less per participant)	62500
3	Honorarium to Guest speakers and TA/DA to Guest speakers (Rs.750 per session) (Rs.750/- x 5 sessions)	3750
4	Training material (Rs.200/- per trainee) (Rs.200/- x 25 participants)	5000
5	Field visit and local Transport	3000
6	Contingencies	5000
	Total	107375

TA/DA has been worked out to actuals

Budget per batch : Rs.107375
for Five batches : Rs.107375x5 = Rs.5,36,875/-
or 5.37 lakh

(Rupees Five Lakh and Thirty Seven Thousand only)

P.M. Basheer Ahamed
Secretary to Government

// Forwarded By Order //

R.J. Shindorshi
26/3/13
Section Officer.
24/2/13

ANNEXURE - III

(G.O.(2D) No.09, Social Welfare and Nutritious Meal Programme
(SW7-2) Department, Dated 26.03.2013)

BUDGET DETAILS FOR JOB / ORIENTATION TRAINING TO INSTRUCTRESS OF
ANGANWADI TRAINING CENTRES

Duration of the training : 11days
Working Days : 8 days
No. of batches : 6
Batch Size : 20

S.No.	Item	Per course Amount Rs.
1	Boarding & Lodging to trainees (Rs.120/-per day) (Rs.90/- for boarding & Rs.30/- for lodging) (Rs.120/- x 9 days x 20 participants) *	21600
2	TA/D.A. to trainees @ Rs.1000/- per trainee	20000
3	Honorarium to Guest speakers and TA/DA to Guest speakers (Rs.250 per session) (Rs.250/- x 10 session)	2500
4	Training material (Rs.150/- per trainee) (Rs.150/- x 20 participants)	3000
5	Field visit and local Transport	2000
6	Contingencies	2000
	Total	51100

* As it is residential training programme, budget worked out for 9 days inclusive of holidays falling during the training

Budget per batch : Rs.51,100
for 6 batches : Rs.51,100 x6=Rs.3,06,600/-
or Rs 3.07 Lakh

(Rupees Three Lakh and Seven Thousand only)

P.M. Basheer Ahamed
Secretary to Government

// Forwarded By Order //

RL. Shudanshu
26/3/13
Section Officer.
k
26/3/13

ANNEXURE – IV

**(G.O.(2D) No.09, Social Welfare and Nutritious Meal Programme
(SW7-2) Department, Dated 26.03.2013)**

**BUDGET DETAILS FOR REFRESHER TRAINING TO INSTRUCTRESS
OF ANGANWADI TRAINING CENTRES**

Duration of the training : 7days
Working Days : 5 days
No. of batches : 6
Batch Size : 20

S.No.	Item	Per course Amount Rs.
1	Boarding & Lodging to trainees (Rs.120/-per day) (Rs.90/- for boarding & Rs.30/- for lodging) (Rs.120/- x 5 days x 20 participants)	12000
2	TA/D.A. to trainees @ Rs.1000/- per trainee	20000
3	Honorarium to Guest speakers and TA/DA to Guest speakers (Rs.250 per session) (Rs.250/- x 5 session)	1250
4	Training material (Rs.100/- per trainee) (Rs.100/- x 20 trainee)	2000
5	Field visit and local Transport	2000
6	Contingencies	1500
	Total	38750

Budget per batch : Rs.38,750
for 6 batches : Rs.38,750 x6=Rs.2,32,500/-
or Rs 2.33 Lakh

(Rupees Two Lakh and Thirty Three Thousand only)

P.M. Basheer Ahamed
Secretary to Government

// Forwarded By Order //

R.L. Shindaryhi
26/3/13
Section Officer.
b
26/3/13

ANNEXURE – V

**(G.O.(2D) No.09, Social Welfare and Nutritious Meal Programme (SW7-2)
Department, Dated 26.03.2013)**

**DETAILED BUDGET FOR THE TRAINING OF ICDS,SUPERVISORS BY INDIAN
COUNCIL FOR CHILD WELFARE (MIDDLE LEVEL TRAINING CENTRE),
(FOR THE YEAR 2012-13)**

S. No	BUDGET HEAD	AMOUNT (Rs.)
I	TRAINING COST	
	A. Job Training for 150 Supervisors in 6 batches. @ Rs. 1,40,250/- per batch x 6 batches	8,41,500 (or) 8,42,000
	B. Refresher Course for 375 Supervisors in 15 Batches @ Rs.53,750/- per batch x 15 Batches	8,06,250 (or) 8,06,000
	Total	16,48,000
II	ADMINISTRATIVE COST	
	1. SALARY	
	♦ Project Co ordinator (1) @ Rs. 2000/- per month x 12 months	24,000
	♦ Instructor (1) @ Rs 20000/- per month x12 Months x 1No.	2,40,000
	♦ Instructors (2) @ Rs 10000/- per month x 12 Months x 2 No.	2,40,000
	♦ Assistant Accountant (1) @ Rs 9,000 p.m. x 12 Months x 1 No.	1,08,000
	♦ Typist (1) @ Rs. 12000/- per month x 12 Months x 1 No.	1,44,000
	♦ Peon (2) @ Rs 8500/- per month x 12 Months x 2 Nos.	2,04,000
	♦ Warden (1) @ Rs.5000/- per month x 12 Months x 1 No.	60,000
	♦ Cook (1) @ Rs 4500/- per month x 10 Months x 1 No.	45,000
	♦ Sweeper (1) @ Rs.1000/- per month x 10 Months x 1 No.	10,000
	Special Pay to one Instructor to act as a Principal of the Middle Level Training Centre @ Rs.1000/ per month x 10 Months x 1 No.	10,000
	♦ Honorarium for :- a. Craft Teacher (1) - @ Rs 1000/- per month x 10 Months b. Music Teacher (1) -@ Rs 1000/- per month x 10 Months c. Visiting Doctor (1)- @ Rs 1000/- per month x 10 Months	30,000
	2. Newspaper, Magazines etc @ Rs.750/- per month x 12 Months	9,000
	3. Electricity, Water, Scavenging etc @ 2500/- per month x 10 Months	25,000
	Total	11,49,000
	Grand Total (I + II)	27,97,000 or 27.97 lakh

(Rupees Twenty Seven lakh and ninety seven thousand only)

P.M. Basheer Ahamed
Secretary to Government

// Forwarded By Order //

R.I. Shukla
Section Officer.
26/3/13

