



ABSTRACT

Social Welfare and Nutritious Meal Programme Department – Integrated Child Development Services Scheme – State Training Action Plan (STRAP) - Job Training to Child Development Project Offices (CDPOs), Job/Orientation Training to Instructress of Anganwadi Training Centres (AWTCs) at State Training Institute, Job training to Supervisors at Middle Level Training Centre (MLTC) and Administrative cost to Middle Level Training Centre for the year 2018-2019 – Sanction of ₹76,41,000 – Orders – Issued.

Social Welfare and Nutritious Meal Programme (SW-7(2) Department

G.O. (2D).No.16

Dated: 29.08.2018.

திருவள்ளூர்வராண்டு 2049

விளம்பி, ஆவணி 13

Read:

1. Letter received from the Government of India, Ministry of Women and Child Development No.8-1/2013-TR, Dated: 07.11.2013.
2. Government of India, Ministry of Women and Child Development Revised Guidelines No.17-1/2016-TR, Dated 07.02.2017.
3. G.O. (2D).No.23, Social Welfare and Nutritious Meal Programme (SW-7(2) Department, Dated:01.11.2017.
4. Government of India, Letter F.No.CD-II-14/1/2018-CD-II, Dated 24.04.2018 and Revised Annual Programme Implementation Plan (APIP) Dated 09.05.2018.
5. Letter received from the Director, Integrated Child Development Services Scheme Roc.No.6941/Trg/2017, Dated 19.06.2018.

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ORDER:

Training is one of the most crucial component 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 Scheme 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, Government of India have approved the revised financial norms, budgets for various types of regular training programmes (induction/job/orientation/refresher) to the field functionaries under Integrated Child Development Services Scheme.

3. In the letter second read above, Government of India have conveyed revised guidelines for Anganwadi Training Centres under Integrated Child Development Services Scheme Training Programme in which it has been emphasized that training to District Programme Officers, Child Development Project Officers, Supervisors and Anganwadi Workers should be imparted through online mode which can be done by National Institute of Public Cooperation and Child Development (NIPCCD), State Institutes as well as NGOs/Voluntary Organizations.

4. In Government order third read above, Government have sanctioned a sum of ₹1,03,43,000 for imparting Job and Refresher Training to Child Development Project Officers, Instructress of Anganwadi Training Centres and Supervisors at Middle Level Training Centre and Administrative cost to Middle level Training Centre for the year 2017-2018.

5. In the letter fourth read above, Government of India have conveyed the administrative approval (APIP) for ₹482.75 lakh as 60% of Government of India share towards imparting training to the Integrated Child Development Services Scheme functionaries, during the year 2018-2019. (If the 60% Government of India share is ₹482.75 lakh, the 40% State share is ₹321.83 lakh).

6. In the letter fifth read above, the Director, Integrated Child Development Services Scheme has sent proposal towards imparting training Job Training to Child Development Project Offices, Job / Orientation Training to Instructress of Anganwadi Training Centres at State Training Institute, Job Training to Supervisors at Middle Level Training Centre and Administrative cost to Middle Level Training Centre for the year 2018-2019 as detailed below:-

Sl. No	Name of the Training	Approved under APIP 2018-2019			Proposed for the year 2018-2019	
		No. of batches	Per Batch Cost in ₹	Amount (₹ in lakh)	No. of Batches	Amount Actually required (₹)
I. STATE TRAINING INSTITUTE						
1	Job Training to Child Development Project Officers (CDPOs) (Budget detail in Annexure-I)	5	6,90,000	34.50	5 (25 persons per batch)	30,50,000
2	Job/Orientation Training to Instructress of AWCTs(Budget detail in Annexure-II)	8	99,000	7.92	8 (20 persons per batch)	7,12,000
	Total			42.42		37,62,000
II. MIDDLE LEVEL TRAINING CENTRE						
1	Job Training to Supervisors (Budget details in Annexure-III)	10	2,67,750	26.77	10 (25 persons per batch)	26,77,000

2	Administrative Cost based on duration of the courses with 300 days Utilisation Criteria as per Government of India norms. (Budget detail in Annexure-III)			12.02		12,02,000
	Total			38.79		38,79,000
	Grand Total (I + II) (₹ 37,62,000 + ₹ 38,79,000)					76,41,000

7. The Director, Integrated Child Development Services Scheme has also furnished the details of justification on the Training each Training Programmes proposed to be conducted during the year 2018-2019 under Integrated Child Development Services Scheme Training Programme – STRAP is furnished in the Annexure I to IV.

8. The Director, Integrated Child Development Services Scheme has restricted the proposals to the actual TA/DA and for boarding and lodging which has been calculated for number of actual working days and not for the entire duration as per Government of India norms so as to avoid surrender of funds because of decentralized pattern of training which do not require such an amount of funds for TA/DA. The Director, Integrated Child Development Services Scheme has therefore requested the Government to issue necessary orders.

9. After careful examination, Government issue the following orders:-

- i. Approval is accorded to the Director, Integrated Child Development Services Scheme for conducting Job Training to Child Development Project Officers, Job/Orientation training to Instructress of Anganwadi Training Centres (AWTCs) at the State Training Institute, Taramani, Chennai, Job Training to Supervisors at Middle Level Training Centre as per the Training Action Plan of Middle Level Training Centre (MLTC) following the Government of India Guidelines / schematic norms scrupulously.
- ii. Sanction is accorded for a sum of ₹ 76,41,000 (Rupees seventy six lakh and forty one thousand only) to conduct Job Training to Child Development Project Officers, Job/Orientation Training to Instructress (Grade-I Supervisors) of AWTCs i.e. Job Training to Supervisors and Administrative cost of MLTC as per the Annexured I to III in the sharing pattern of 60:40 (Government of India share of ₹ 45,84,600 and State share of ₹ 30,56,400).

10. The expenditure sanctioned in para 9 (ii) above shall be debited to the following Head of Account:

“2236- Nutrition-02-Distribution of Nutritious Food and Beverages-
101-Special Nutrition Programme- Central sector schemes – SC -
Integrated Child Development Services Scheme – 72 - Training”
(D.P. Code.2236-02-101-SC-7203)

11. The Director, Integrated Child Development Services Scheme is authorized to draw the 50% amount sanctioned in para 9(ii) above in advance and incur the expenditure as indicated in the Annexure – I to III under Article-99 of Tamil Nadu Financial Code Volume-I and the Director, Integrated Child Development Services Scheme is authorized to draw the balance amount after adjust the first advance at the Pay and Accounts Office concerned, soon after the programme is completed and the amount will be paid to Middle Level Training Centre-Indian Council for Child Welfare, Chennai as a package as in Annexure-III. Any expenditure incurred over and above the sanctioned amount for Middle Level Training Centre will not be allowed.

12. The Middle Level Training Centre (Indian Council for Child Welfare) is permitted to incur the expenditure as indicated in the Annexure-III and after completion of the activities, they are directed to submit a detailed Training report along with the Receipt, Statement of Expenditure duly certified by an internal auditor, and Utilization Certificate.

13. The Pay and Accounts Officer concerned are directed to honour the bill as and when presented by the Director, Integrated Child Development Services Scheme.

14. The Director, Integrated Child Development Services is directed to submit necessary Utilization Certificate to Government within time.

15. This order issues with the concurrence of Finance Department vide its U.O. No.38210/Fin(SW)/2018, Dated 28.08.2018.

(BY ORDER OF THE GOVERNOR)

K.MANIVASAN,
Principal Secretary to Government.

To
The Director,
Integrated Child Development Services Scheme,
Tharamani, Chennai-600 113
The Accountant General (A&E), Chennai-600 018 (By name)
The Accountant General (Audit-I/II), Chennai-600 018
The Pay and Accounts Officer (South), Chennai-600 035
The District Programme Officers concerned
(Through the Director, Integrated Child Development Services Scheme,
Tharamani, Chennai-600 113)
The Indian Council for Child Welfare, (MLTC)
No.5. Third Main Road, Shenoy Nagar, Chennai
The Resident Audit Officer, Secretariat, Chennai-600 009

Copy to :
The Director of Government of India,
Ministry of Women and Child Development,
Shastri Bhavan, New Delhi-110 001
The Finance (SW/BG-I,II) Department, Chennai-600 009

The Private Secretary to Principal Secretary to Government,
Social Welfare and Nutritious Meal Programme Department, Chennai-600 009
The Resident Audit Officer, (Through Social Welfare and Nutritious Meal Programme
(SW2) Department)
The Social Welfare and Nutritious Meal Programme (SW-2) Department,
Chennai 600 009
Stock file/Spare copy

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Section Officer

ANNEXURE – I

to G.O.(2D) No.16, Social Welfare and Nutritious Meal Programme (SW-7(2) Department,
Dated 29.08.2018

Budget Details for Job Training to Child Development Project Offices For 2018-2019

Duration of the training : 32 days
 No. of Working Days : 26 days
 No. of batches : 5
 Batch Size : 25

S. No.	Item	Per course Amount ₹
1	Boarding & Lodging to trainees (₹ 400 per day) (₹ 350 for boarding & ₹ 50 for lodging)* (₹ 400 x 32 days x 25 Participants)	3,20,000
2	TA/D.A. to trainees (Not exceeding ₹ 7,500 per participant or actuals whichever is less) ₹ 7,500 x 25 participants	1,87,500
3	Honorarium to Guest speakers and TA/DA to Guest speakers (₹ 1,500 per session x 30 session)	45,000
4	Training material (₹ 500 x 25 trainee)	12,500
5	Field visit and local Transport	30,000
6	News paper, Magazines etc. **	15,000
7	Contingencies	
	Total	6,10,000

* As it is a residential training programme, budget has been worked out for 32 days inclusive of holidays falling during the training. (Guest speakers is inclusive 30 Lectures for course as per the Government of India Guidelines)

** A sum of ₹ 1,500 is allotted to Middle Level Training Centre by Government of India towards the expenditure for purchase of Newspaper and Magazines. As such, funds may be provided to the State Training Institute towards purchase of Newspaper and Magazines etc.

Budget per batch : 6,10,000
 For five batches : ₹ 6,10,000 x 5 = ₹ 30,50,000
 : ₹ 30.50 lakh
 (Rupees Thirty lakh and Fifty Thousand only)

K.MANIVASAN,
 Principal Secretary to Government

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K. Manivasan
 Section Officer

ANNEXURE – II

to G.O.(2D) No.16, Social Welfare and Nutritious Meal Programme (SW-7(2) Department,
Dated 29.08.2018

**Budget Details for Job/Orientation Training to Instructress of Anganwadi Training Centres
for 2018-2019**

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

S. No.	Item	Per course Amount ₹
1	Boarding & Lodging to trainees (₹ 250 per day) (₹ 250 x 9 days x 20 participants)	45,000
2	TA/D.A. to trainees @ ₹ 1,500 per trainee ₹ 1,500 x 20 participants	30,000
3	Honorarium to Guest speakers and TA/DA to Guest speakers (₹ 500 per session) (₹ 500 x 10 session)	5,000
4	Training material (₹ 150 per trainee) (₹ 150 x 20 participants)	3,000
5	Field visit and local Transport	3,000
6	Contingencies	3,000
	Total	89,000

* As it is residential training programme, budget worked out for 9 days inclusive of holidays falling during the training. (Guest speakers is inclusive 10 Lectures for course as per the Government of India Guidelines)

Budget per batch : 89,000
For 8 batches : ₹ 89,000 x 8 = ₹ 7,12,000
: ₹ 7.12 lakh

(Rupees Seven lakh and Twelve Thousand only)

K.MANIVASAN,
Principal Secretary to Government

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Section Officer

ANNEXURE – III

**to G.O.(2D) No.16, Social Welfare and Nutritious Meal Programme (SW-7(2) Department,
Dated 29.08.2018**

Detailed Budget for the Training of Integrated Child Development Services Scheme Supervisors by Indian Council for Child Welfare (MLTC), (for the year 2018-2019)

S. No	Budget Head	Amount ₹
I	TRAINING COST Job Training for 250 Supervisors in 10 batches. @ ₹ 2,67,750 per batch x 10 batches	26,77,500
	Total	26,77,500
II	ADMINISTRATIVE COST	
	1. SALARY	
	→ Project Co-ordinator (1) @ ₹ 3,000 per month x 12 months	36,000
	→ Instructor (1) @ ₹ 18,750 per month x 12 Months x 1 No.	2,25,000
	→ Instructress (2) @ ₹ 12,250 per month x 12 Months x 2 Nos.	2,94,000
	→ Assistant Accountant (1) @ ₹ 7,500 p.m. x 12 Months x 1 No.	90,000
	→ Typist cum Clerk (1) @ ₹ 7,500 per month x 12 Months x 1 No.	90,000
	→ Peon (2) @ ₹ 5,625 per month x 12 Months x 2 Nos.	1,35,000
	→ Warden (1) @ ₹ 6,250 per month x 12 Months x 1 No.	75,000
	→ Cook (1) @ ₹ 5,875 per month x 12 Months x 1 No.	70,500
	→ Sweeper (1) @ ₹ 2,000 per month x 12 Months x 1 No.	24,000
	Special Pay to one Instructor to act as a Principal of the MLTC @ ₹ 1,000 per month x 12 Months x 1 No.	12,000
	→ Honorarium for :-	
	a. Craft Teacher (1) - @ ₹ 2,000 per month x 12 Months	24,000
	b. Music Teacher (1) - @ ₹ 2,000 per month x 12 Months	24,000
	c. Visiting Doctor (1) - @ ₹ 2,000 per month x 12 Months	24,000
	2. Newspaper, Magazines etc @ ₹ 1,500 per month x 12 Months	18,000
	3. Electricity, Water, Scavenging etc @ ₹ 5,000 per month x 12 Months	60,000
	Total	12,01,500
	Grand Total (I + II)	38.79 Lakh

(Rupees Thirty Eight lakh and Seventy Nine Thousand only)

K.MANIVASAN,
Principal Secretary to Government

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K. Manivasan
Section Officer

ANNEXURE – IV

to G.O.(2D) No.16, Social Welfare and Nutritious Meal Programme (SW-7(2) Department,
Dated 29.08.2018

JUSTIFICATION FOR REGULAR TRAINING:i. JOB TRAINING TO CHILD DEVELOPMENT PROJECT OFFICERS

The Job Training to Child Development Project Officers is a regular and routine one in the pattern of Training Programme approved by Government of India in order to achieve the objectives of Integrated Child Development Services Scheme. The Job Training is proposed for newly promoted. The Job Training will enable the Child Development Project Officers to perform their work effectively and efficiently since the new promotes are promoted from Supervisors, Extension Officers Social Welfare and Superintendents.

ii. JOB/ORIENTATION TRAINING TO INSTRUCTRESS OF ANGANWADI TRAINING CENTRES

The Job Training will be given to 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. They will be given orientation 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.

iii. JOB TRAINING TO SUPERVISORS AT MIDDLE LEVEL TRAINING CENTRE:

As per Government of India norms, the Job Training and Refresher Training of Supervisors have been entrusted to Middle Level Training centre (MLTC) which is run by Indian Council for Child Welfare, a leading Non Governmental Organization in Chennai which was approved by Government of India since 1985.

The Principal, Indian Council for Child Welfare will be permitted to commence the training programme based on the duration of the courses with 300 days criteria in a year norms (10 months) to get full Administrative Cost for Anganwadi Training Centres/Middle Level Training Centres as approved by Government of India.

The Job Training to Supervisors is a regular and routine one in the pattern of Training Programme approved by Government of India in order to achieve the objectives of Integrated Child Development Services Scheme. The Job Training is proposed only for newly promoted Supervisors (Grade-II). This Job Training will enable the Supervisors to perform their work effectively and efficiently since the newly promoted Supervisors are mostly having the qualification of S.S.L.C. Standard only and their educational qualification alone is not sufficient to excel in their job role as a supervisor.

K.MANIVASAN,
Principal Secretary to Government

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