



## **Abstract**

Social Welfare and Women Empowerment Department – Announcement made by the Hon'ble Chief Minister - Rehabilitation and protection of the children who had lost both the parent or single parent due to Covid-19 – Formal orders for implementation of the Announcement and sanction of funds – Orders – Issued.

### **Social Welfare and Women Empowerment [SW.5(1)] Department**

**G.O.(Ms)No.24**

**Dated: 11.06.2021**

பிலவ, வைகாசி 28

திருவள்ளூர் ஆண்டு, 2052

#### **Read:**

1. Press Release dated 29.05.2021 on the Announcements made by the Hon'ble Chief Minister.
2. G.O.(D) No.87, Social Welfare and Nutritious Meal Programme Department, dated 05.06.2021

Read also:

3. From the Commissioner of Social Defence, Letter No.6570/B2/2021, dated 02.06.2021 and 08.06.2021.

\*\*\*\*\*

#### **Order:-**

The Hon'ble Chief Minister has announced various welfare measures for the children who had lost both the parent or single parent due to COVID-19. The details are as follows:-

- Deposit of Rs.5.00 lakh in the name of the child who had lost both the parents due to COVID-19 and the deposited amount will be paid to the child with accrued interest when he/she completes 18 years of age.
- Deposit of Rs.5.00 lakh in the name of the child who had lost one of the parents earlier and other parent due to COVID-19. The deposited amount will be paid to the child with accrued interest when he/she completes 18 years of age.
- Preference will be given for admission in Government Homes and Hostels for children who had lost both the parents.
- All the expenditure including educational fees and hostel fees will be borne by the Government up to their graduation for children who had lost both the parents.

- Rs.3.00 lakh will be given to the surviving father or mother of the child who had lost either father or mother due to COVID-19 as immediate relief.
- A child who had lost both the parents and living with his relative / guardian without being admitted in any registered Child Care Institutions or Government Hostels will be given a maintenance grant of Rs.3,000/- per month till the child completes 18 years of age.
- In all the Government schemes, priority will be given to all these children and as well as to the husband or wife who had lost their spouse due to COVID-19 and living with their children.
- A District Level Committee will be constituted to monitor the financial assistance provided to each child, their progress in education, care, protection and development.
- In order to formulate guiding principles to appropriately extend the welfare measures announced by the Hon'ble Chief Minister it has been proposed to constitute a committee under the Chairmanship of Additional Chief Secretary, Finance Department with Principal Secretary to Government Social Welfare and Nutritious Meal Programme Department and representations from voluntary organisations as members.

2. In the Government order second read above, orders have been issued constituting the Committee to formulate a guiding principles to appropriately extend the welfare measures announced by the Hon'ble Chief Minister for protection of the children who had lost both the parent or single parent due to Covid-19 as follows:-

1.	Additional Chief Secretary, Finance Department, Chennai-9	Chairperson
2.	Principal Secretary, Social Welfare and Nutritious Meal Programme Department, Chennai -9.	Member
3.	Secretary, Welfare of Differently Abled Persons Department, Chennai -9	Member
4.	Commissioner, Department of Social Defence, Chennai -10.	Member Secretary
5.	Commissioner, Department of Social Welfare, Chennai-15.	Member

6.	Representatives to be selected by the Government from Non-Governmental Organisations / Institutions working for the Welfare of Children.	Members- 2
----	--	------------

3. The above Committee held its meeting on 07.06.2021 and after a detailed discussion and deliberations, have formulated the Operational Guidelines for implementation of the Relief Scheme announced by the Hon'ble Chief Minister for children who had lost both the parents or single parent due to COVID-19.

4. In the letter third read above, the Commissioner of Social Defence has sent a proposal to issue appropriate orders, financial allocation and separate head of account to implement the announcements of the Hon'ble Chief Minister made in the press release dated 29.05.2021.

5. After careful examination, the Government issue formal orders for implementation of the announcements made by the Hon'ble Chief Minister for protection and rehabilitation of the children who had lost both the parent or single parent due to Covid-19 as follows:

- (i) A sum of Rs.5.00 lakh (RupeesFivelakh only) shall be deposited in the name of the child who had lost both the parents due to COVID-19 from the Chief Minister'sPublic Relief Fund and shall be deposited in the Tami Nadu Power Finance Corporation in the name of the child. The Deposited amount shall be paid to the child with accrued interest when he/she completes 18 years of age.
- (ii) A sum of Rs.5.00 lakh (RupeesFive lakh only)shall be deposited in the name of the child who had lost one of the parents earlier and other parent due to COVID-19 from the Chief Minister's Public Relief Fund and shall be deposited in the Tami Nadu Power Finance Corporation in the name of the child. The Deposited amount shall be paid to the child with accrued interest when he/she completes 18 years of age.
- (iii) Preference shall be given for admission in Government / Government aided Homes and Hostels for children who lost both the parents.
- (iv) All the expenditure including educational fees and hostel fees shall be borne by the Government up to their graduation for children who had lost both the parents.
- (v) A sum of Rs.3.00 lakh shall be given to the surviving father or mother of the child who had lost either father or mother due to COVID-19 from the Chief Minister's Public Relief Fund in the name of the child as immediate relief.

- (vi) A child who had lost both the parents and living with his relative / guardian without being admitted in any registered Child Care Institutions or Government Hostels shall be given a maintenance grant of Rs.3,000/- per month till the child completes 18 years of age.
- (vii) Priority shall be given in all the Government schemes, to all these children and as well as to the husband or wife who had lost their spouse due to COVID-19 and living with their children.

6. The Government also approve the detailed Operational Guidelines for implementation of the above Relief Scheme announced by the Hon'ble Chief Minister for children who had lost both the parents or single parent due to COVID-19 as given in Annexure to this order. The Commissioner of Social Defence is directed to follow these guidelines while sanctioning the financial assistance to the beneficiaries as well as other welfare measures mentioned in para 5 above.

7. The Commissioner of Social Defence is directed to send a detailed proposals to Government in Finance (CMPRF) Department, for release of funds to the eligible beneficiaries covered under para 5(i), 5(ii) and 5(v) above from Chief Minister's Public Relief Fund and to deposit the amount in respect of the eligible beneficiaries covered under para 5(i) and 5(ii) in the Tamil Nadu Power Finance Corporation and to give the amount directly to the beneficiaries covered under para 5(v) as immediate relief as per the guidelines.

8. The Government accord sanction of maintenance grant of Rs.3000/- (Rupees Three Thousands Only) per month to the child who had lost both the parents and living with his relative / guardian without being admitted in any registered Child Care Institutions or Government Hostels till the child completes 18 years of age. The Commissioner of Social Defence is authorized to release the above maintenance grant through ECS to the saving bank account of the beneficiary every month.

9. The expenditure sanctioned in para 8 above shall constitute an item of "New Service" and the approval of the Legislature shall be obtained in due course of time by an inclusion in the Supplementary Estimates for the year 2021-2022. Pending approval of the Legislature, the expenditure may initially be met by drawl of an advance from the Contingency Fund. The Commissioner of Social Defence is directed to calculate the actual amount required for the period up to next supplementary Estimates and apply for sanction of the same as advance from the Contingency Fund to Finance (BG-I) Department directly in Form 'A' appended to the Contingency Fund Rules, 1963 along with a copy of this order. Orders for sanction advance from the Contingency Fund will be issued from Finance (BG-I) Department. The Commissioner of Social Defence shall also send necessary draft explanatory notes for inclusion of this expenditure in the Supplementary Estimates for the year 2021-2022 at the appropriate time without fail.

10. The Grants sanctioned in para8 above, shall be debited under the following new head of account under Demand 045-02:-

"2235 – Social Security and Welfare – 02 – Social Welfare – 102  
Child Welfare – State's Expenditure –KO Maintenance grant to  
the children who lost parents due to COVID – 19 – 309 –  
Grants-in-Aid – 03 – Grants for Specific Schemes"  
[IFHRMS DPC: 2235 02 102 – KO – 30903]

11. The Commissioner of Social Defence is the Estimating, Reconciling and Controlling Authority of the above New Head of Account. The Pay and Accounts Officer / Treasury Officer concerned is directed to open the above new head of account in their book.

12. This order issues with the concurrence of Finance Department, *vide* its U.O.No.24180/Finance BG-II/2021, dated 11.06.2021 and ASL No.139 (One hundred and thirty nine).

(By order of the Governor)

Shambhu Kallolikar  
Principal Secretary to Government.

To

The Joint Secretary to Government and Treasurer,  
Finance (CMPRF) Department, Chennai-9.

The Commissioner of Social Defence, Chennai -10.

All the District Collectors.

All the District Child Protection Officers

(Through the Commissioner of Social Defence, Chennai -10).

The Pay and Account Officers, Chennai-09.

The Pay and Account Officers, Chennai-01.

The Accountant General, Chennai – 09.

The Accountant General, Chennai – 18.

**Copy to:-**

The Hon'ble Chief Minister's Office, Chennai-9.

The Special Personal Assistant to Hon'ble Minister  
(Social Welfare and Women Empowerment), Chennai-9.

The Special Personal Assistant to Hon'ble Minister  
(Finance and Human Resources Management), Chennai-9

The Private Secretary to Principal Secretary to Government,  
Social Welfare and Women Empowerment Department,  
Chennai – 9.

The Finance (CMPRF/SW/BG-I/BG-II) Department, Chennai-9.

The Resident Audit Officer, Secretariat, Chennai-9.

The Social Welfare and Women Empowerment (SW2)  
Department, Chennai-9.

Stock file/Spare copies.

//Forwarded by Order//

  
11.6.2021  
Section Officer



**Annexure to G.O.(Ms) No.24, Social Welfare and Women  
Empowerment Department, dated 11.06.2021**

**Operational Guidelines for Implementation of the Relief Scheme for  
COVID-19 affected children announced by the Hon'ble Chief Minister**

**Identification of children:-**

- i. District Level Task Force headed by District Collector shall identify the families affected due to COVID-19 in their respective District and the children lost both or either of their parent. .
- ii. The DCPO may utilize the data on deaths due to Covid-19 available with the Health Department and enumerate the children in such families.
- iii. The DCPO may also collect data from the Birth and Death Registrars (VAOs and Executive Officer (Town Panchayat), Municipal Commissioner, Corporation Commissioner) as the case may be.
- iv. The DCPO may also collect the data through the sources like print and electronic media) after due verification.
- v. The DISTRICT TASK FORCE shall ensure the veracity of the data through physical verification by visiting the families.
- vi. There are certain incidents where the parents died due to COVID-19 at their home itself. In such cases, they don't get Death Certificate mentioning the cause of death (i.e., due to Covid-19). In such cases, the single surviving parent / guardian may apply for the Death Certificate based on the medical records whatsoever available (diagnosis of the Medical Officer and prescription, RTPCR Test Report, CT scan, X-ray etc.,) to prove that COVID-19 is the cause of death.

**Production of children before the Child Welfare Committee**

Children lost both the parents or either of their parents shall be considered as children in need of care and protection as per sec. 2(14)(vi) of the Juvenile Justice (Care and Protection of Children) Act, 2015 and produced before the Child Welfare Committee as mandated under sec. 31 of the said Act for proper rehabilitation.

**Eligibility Criteria:-**

**1) Age**

The age of the children who had lost both /single parent due to COVID-19 shall be below 18 years at the time of death of the parent.

**2) Annual Income:-**

- i. In case where the child has lost both the parents due to COVID-19, they shall benefit under the scheme irrespective of the Annual income of the deceased parents. .
- ii. In case where the child has lost any one of the parents due to COVID-19 and the deceased is the only bread winner, instead of seeking income certificate of the deceased, it shall be verified that his/her name is found in the list of approximately 60 lakh BPL families identified and maintained by Tamil Nadu Corporation for Women Development.
- iii. In case where the name of the parent is not found in the above said list, immediate steps shall be taken to ascertain whether such family is eligible for

- inclusion in the list of BPL families and if eligible action shall be taken by the District Collector concerned to include the family in the BPL family database.
- iv. In case where both / single deceased parent are Government / Quasi Government / Public Sector undertaking servants, they are not eligible under the scheme.

3) Sanctioning Authority

The Commissioner of Social Defence shall be the Sanctioning Authority.

4) The name of the Financial Institution where the relief amount will be deposited

The Tamil Nadu Power Finance Corporation Limited, Chennai.

Sanction procedure

- 1) The District Collector shall send a proposal to the Commissioner of Social Defence (CSD) with his specific recommendations along with the following necessary documents:-
- Application in the prescribed proforma (Proforma-I)
  - Death Certificate of the parents (at least either of the death certificate of the parent should indicate the cause of the death as COVID-19).
  - Birth Certificate / School Certificate of the children for age proof.
- 2) The CSD after careful examination of the eligibility criteria:
- In case of a child who had lost both parent shall sanction and deposit a sum of Rs. 5.00 lakh in the name of the child with the Tamil Nadu Power Finance Corporation.
  - The Fixed Deposit certificate shall be issued to the guardian / relative of the child through the DCPOs concerned.
  - When the child completes the age of 18 years the deposited amount with accrued interest will be paid to the beneficiary through ECS.
  - In case of a child who had lost single parent shall sanction and disburse a sum of Rs. 3 lakh in the name of the single surviving parent through ECS.
- 3) Maintenance grant:-
- A child who had lost both the parent and not willing to be accommodated in any registered Child Care Institutions or Government Hostels, and is living with his relative/care taker, shall be given a maintenance grant of Rs.3,000/- per month till the child completes of 18 years of age through ECS by opening a separate savings bank account in the name of the child and the guardian.

School Education of the Children

- The child will be allowed to continue in the same School where the child studied i.e. Government School / Government aided Private School.
- In case the child is studying in a Private School he may be allowed to continue his studies in same school. The school fees as per the RTE norms will be given from the PM-CARES/ State Government.



- iii. The expenditure on uniform, text books and note books will also be given from the PM-CARES/ State Government.

#### Higher Education of the Children

- i. The State Government will bear all the education cost upto Under Graduate level i.e., tuition fees, course fees, text books etc., and hostel fees.
- ii. If the child is not interested in availing free education offered by the State Government, the child will be assisted in obtaining education loan for pursuing Under Graduate (UG) courses as per the existing education loans norms. The interest on the education loan will be paid through PM-CARES/ State Government.

#### Residential Facility to Children

- i. If the child requiring accommodation facility shall be admitted in Government run hostels on priority basis.
- ii. Children found to be in need of care and protection shall be admitted in registered child care institution through child welfare committees as per the provisions of the Juvenile Justice (Care and Protection of Children) Act, 2015.

#### Monitoring and follow up mechanism

##### Monitoring Committee

The District Level Committee with following composition may be constituted under the Chairmanship of the District Collector to monitor the implementation of the scheme:-

1	District Collector	Chairman
2	District Child Protection Officer	Member Secretary
3	Chief Educational Officer	Member
4	District Social Welfare Officer	Member
5	A Chairperson or any member of the CWC concerned	Member
6	A representative from an active NGO running a Child Care Institution (to be nominated by the District Collector)	Member

##### Role and responsibilities of the Committee:-

- i. The District Level Committee shall monitor the disbursement of relief to the children under the scheme.
- ii. The committee shall ensure that the selection of the beneficiaries under the scheme as per the guidelines prescribed by the Government.
- iii. The committee shall take speedy steps to get the necessary certificates prescribed to get the relief.
- iv. The committee shall ensure that the child / single parent get the relief and other assistance of Government in time.

- v. The committee shall ensure whether the child pursue his studies without any hindrance, and to avoid drop out from the school through Probation Officer / Protection Officer (non-institutional care) of DCPU. It should be ensured by a follow up action done either by visiting to the family or school once in two months.
- vi. The committee shall ensure that the monthly maintenance grant of Rs.3,000 for month provided to the children who lost both the parent is utilized specifically for education and development of the child.
- vii. The committee shall take action to ensure that the child gets his legal share of moveable and immoveable assets pertains to the child in future after the child completes 18 years.
- viii. The committee shall ensure the protection of the children, all rights of the children who have lost both the parents and lives with their guardian and relatives. For this purpose, it may utilize the services of Child Protection of Committees constituted at Village, Town Panchayat, Municipal and Municipal Corporation Levels.
- ix. The committee shall ensure that the children get the above Financial benefits and other Government schemes meant for their Education and Development.
- x. The DCPU shall develop and maintain a individual care plan for every child benefited under this scheme.

#### **SUPERVISION AND MONITORING OF BENEFICIARIES**

- 1) The Commissioner of Social Defence shall constitute a District Level Team under the head of Probation Officer of the Social Defence Department comprising of Protection Officer (non-institutional care), Legal cum probation officer, Social worker and outreach worker from the District child protection unit.
- 2) The Probation Officer who is responsible for probation supervision of children under the Juvenile Justice System shall guide the other officers involved in the task.
- 3) The Probation Officer, Protection Officer (NIC), Legal cum Probation Officer are primarily responsible for supervision of children and the children placed under each of such Officer shall not exceed 30 children.
- 4) If the number of children in the District exceeds 90 (children lost both or any one of the parent), the social workers, outreach workers of the DCPU and volunteers enlisted by the DCPU / District Administration shall be entrusted for supervision of children. However the number of children attached with an official shall not exceed 30.
- 5) The officers with whom children are attached shall submit a report (Proforma II) to the Chairperson of the District Task force once in two months on the status of education and health and the care and protection of child by visiting the school/ family/neighbourhood.
- 6) The children will be under the supervision of the officials till they attain 18 years of age.
- 7) In cases where the children are drop out from school or suffering without proper care and protection, they shall be produced before the Child Welfare Committee for appropriate intervention.
- 8) The District Task Force shall monitor and oversee the functioning of the District Team constituted for supervision of children by reviewing once in 3 months.

**State Level Committee**

The overall implementation of the welfare measures for children who had lost both the parents and either of their parent due to COVID –19 shall be reviewed by the State Level Committee already constituted vide G.O.(D)No. 87 Social Welfare and Nutritious Meal Programme Department, dated 05.06.2021.

Shambhu Kallolikar  
Principal Secretary to Government.

//True Copy//

  
11.6.2021  
Section Officer



PROFORMA - I  
APPLICATION FORM

1.	Name of the Applicant						
2.	Age of the Applicant						
3.	Address of the Applicant						
4.	Occupation of the Applicant						
5.	Applicant's relationship with the child						
6.	Details of family members of the applicant (If the applicant is not parent of the child)						
	Sl.No.	Name	Relationship with the applicant	Age	Education	Occupation	Annual Income
	1.						
	2.						
	3.						
	4.						
	5.						
7.	State whether the child is residing with the applicant or in CCI (If so, mention the details of CCI)						
8.	Name of the child				Sex: Age and DOB: (Enclose proof of age)		
9.	Details of family members of the child						
	Sl.No.	Name	Relationship with the child	Age	Education	Occupation	Annual Income
	1.						
	2.						
	3.						
	4.						
	5.						
10.	Details of death of parent due to COVID-19 (Enclose the death certificate)				Father / Mother / Both (Please tick appropriately)		
11.	Name of the School / Institution and address where the child is studying						
12.	Standard / Course in which the child is studying						

## DECLARATION

I declare that the details furnished above are true and correct to the best of my knowledge.

Place:

Date:

Signature of the Applicant

---

(FOR OFFICE USE ONLY)

I, certify that the details furnished above are verified by me and found correct to the best of my knowledge.

Place:

Date:

Authorised Signatory  
Name and Designation

Shambhu Kallolikar  
Principal Secretary to Government.

//True Copy//

  
11.6.2021  
Section Officer

PROFORMA - II

**SUPERVISION REPORT OF CHILDREN**

1.	Name of the officer	
2.	Date of Supervision	
3.	Name of the child	Sex: Age:
3(a).	Nature of the benefit provided by Govt (Rs.5 Lakhs/ Rs.3 Lakhs/ Rs.3000 p.m/ any other)	
4.	Address of the child	
5.	Name of the School/ Education Institution where the child is studying	
6.	Education status of the child	
7.	Health status of the child	
8.	Family status of the child	
9.	Neighbourhood opinion of the child/ family	
10.	Observation of the supervising officer about the child and his/her wellbeing in the family	
11.	Any specific initiatives/ intervention to be taken up for the child under follow up	

Shambhu Kallolikar  
Principal Secretary to Government.

//True Copy//

  
11-6-2021  
Section Officer

