



**SPECIAL PROGRAMME
IMPLEMENTATION DEPARTMENT**

**POLICY NOTE
2016-17**

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**S.P. VELUMANI
Minister for Municipal Administration,
Rural Development and
Implementation of Special Programme**

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Government of Tamil Nadu
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INDEX**

Sl. No.	Contents	Page No.
1.	Introduction	1-4
2.	Roles and Responsibilities of the Department	4-8
3.	Monitoring	8-23
4.	Schemes implemented by the Special Programme Implementation Department	23-36
5.	Conclusion	36-38
6.	Annexure	

Special Programme Implementation Department

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1. Introduction:

The Vision Tamil Nadu 2023 aims to make Tamil Nadu 'Numero Uno' State in the country. It also envisions Tamil Nadu to be a prosperous and progressive State, with improved standard of living of the common people and elimination of poverty.

This Government have introduced a plethora of Social Security Schemes which are being implemented for the inclusive development of various sections of the community especially the disadvantaged and the marginalized

sections. Several flagship schemes are being implemented to improve the economic status and well-being of the people. Notable among the flagship schemes are distribution of Laptop Computers to students free of cost, to bridge the digital gap, distribution of home appliances like Fan, Mixie and Grinders to women beneficiaries, distribution of rice through the public distribution system to ensure food security, distribution of Milch Cow/ Sheep and Goats to improve the economic status of the poor, marriage assistance along with 8 grams of gold coin for making "Thirumangalyam" to assist the poor women for their marriage and also

to encourage girls for pursuing higher education.

It is the endeavour of the Government to implement multi-pronged special schemes to usher in an era of all round socio-economic development. This department works closely with other line departments for achieving sustainable development and balanced growth of every important sector such as Agriculture, Energy, Water, Education, Health, Rural Development, Industry and Infrastructure.

The Government have created the Special Programme Implementation Department with

main objective to monitor and co-ordinate the implementation of various flagship schemes of the Government. The main mandate of this department is to facilitate and ensure effective and speedy implementation through meticulous monitoring of the special schemes to ensure that the benefits reach the needy population. In this endeavour, this Department involves all the stakeholders and the line departments concerned for effective implementation.

2. Roles and Responsibilities of the Department:

2.1 In order to ensure that different departments implement

various schemes to fulfil the policies of Government of Tamil Nadu, the Special Programme Implementation Department is entrusted with following responsibilities:-

- ❖ Monitor implementation of various special schemes of the Government in tandem with the line departments.
- ❖ Undertake field inspections, review the schemes at regional and district level meetings and suggest measures to remove the bottlenecks in the implementation of the schemes.
- ❖ Provide necessary feedback to the Government on the qualitative and quantitative

aspects of the Schemes and also suggest necessary corrective measures.

- ❖ Consolidate the suggestions (based on field reviews and inspections) made by the District Monitoring Officers that require policy interventions, and submit the same to the Hon'ble Chief Minister through the Chief Secretary.
- ❖ Coordinate with the line departments and suggest updation and revision of the guidelines of different schemes in order to enhance the quality of services delivered.

- ❖ Critical review to enable revamping of the schemes taking into account technological changes to improve the ease of business and minimize the interface between the Government agencies and general public.

- ❖ Preparation of special reports as required by the Government.

2.2 In order to ensure that the government schemes are implemented efficiently, the Government have created a vigilant and effective inspection and monitoring mechanism exclusively at the Secretariat. The gargantuan task of monitoring a plethora of

schemes is achieved by drafting the services of Secretaries to Government and Heads of Departments for periodic review at District level and field level inspection.

3. Monitoring:

3.1 Monitoring is an important function which plays a significant role in continuous updation of information and serves the function of an internal audit for effective implementation of a scheme. Monitoring primarily provides the Government early indications of progress of a programme. Monitoring of any programme is also necessary to help refine programme

delivery and offer evidence for continuing to support the programme.

Monitoring provides essential feedback on the effectiveness of a scheme, helps to determine whether the scheme is apt for the target population and identifies bottlenecks if any, during implementation at the field level. In addition, monitoring ensures the assessment of the progress of the scheme at regular interval. The concurrent monitoring of the projects/schemes also facilitates systematic collection and analysis of information as the scheme progresses.

The department through its monitoring plays a significant role in supporting all the departments to provide insights into whether their schemes are being implemented in the right direction, whether progress is as per the targeted schedules and identify the areas for improvement in the programmes. More precisely, Special Programme Implementation department monitors the performance of different departments in order to effectively manage the outcomes and outputs of various Government schemes with special focus on the flagship schemes.

3.2 Monitoring the special schemes of the Government:

The Government have been implementing several schemes for the up-liftment of the poorest of the poor and to fulfil long felt needs of the people. As the department has been entrusted with the role of monitoring the progress of these schemes, it has developed an on-line system for collecting the periodical progress details of various departments using appropriate Information Technology tools.

3.3 Mechanisms evolved for effective monitoring:

The Special Programme Implementation Department has

evolved the following Mechanisms for ensuring comprehensive monitoring system:-

i) Monitoring of Announcements:

This department closely monitors the progress of all Announcements made in the Governor's Address, Budget Speech, Announcements made by the Hon'ble Chief Minister under Rule 110 on the floor of the House, during the Conference of District Collectors and other occasions. Announcements made by the Hon'ble Ministers on the floor of the House are also monitored.

This department is monitoring the progress of these Announcements by close follow up with the line departments and review during 'All Secretaries Meeting' chaired by the Chief Secretary and submission of fortnightly progress report to the Hon'ble Chief Minister's Office. To periodically review the progress an in-house interactive software was developed and hosted on the intranet system of the Secretariat website to enable the concerned departments to update the progress on-line. Nodal Officers have been appointed by all the departments in Government to coordinate with

their Heads of Departments and to update the status on-line.

The progress reports received from the various departments are compiled and the status of Announcements are categorised and submitted to the Government periodically. Reports consolidated are being utilized in the high level review meetings.

Monitoring carried out by the Special Programme Implementation department provides valuable inputs for increasing allocation / scaling up or introducing a new programme or modification of an existing one by the Government.

ii) Monitoring the Flagship Schemes:

The distribution of Milch Cow/Sheep and Goats to the rural poor to increase their income and consequently provide livelihood to the families, Laptops to the students to bridge the digital gap, distribution of home appliances like Fan, Mixie and Grinders to women beneficiaries to improve their standard of living, providing Comprehensive Health cover through Insurance Scheme to safeguard the health of the poor, financial assistance to pregnant women through Dr. Muthulakshmi Reddy Maternity Benefit Scheme and financial assistance through

various Marriage Assistance Schemes to the needy and marginalized women and Construction of houses under Chief Minister's Solar Powered Green House Scheme are some of the revolutionary measures of the Government. The Special Programme Implementation Department is entrusted with the task of close monitoring of these schemes implemented by various departments. This department collects latest progress reports of these schemes periodically from the Departments concerned. Reports thus collected are systematically compiled by the officers of this Department. These progress reports

serve as basic information for the review meetings.

iii) Constitution of High Level Monitoring Committee:

A High Level Monitoring Committee has been constituted by the Government for reviewing and monitoring the Flagship Schemes of the Government as detailed below:-

Sl. No.	Designation of the Officer	Position
1.	The Chief Secretary to Government	Chairman
2.	The Principal Secretary to Government, Finance Department	Member
3.	The Principal Secretary to Government, Special Programme Implementation Department	Member - Secretary
4.	The Principal Secretary/Secretary to Government of the concerned line Departments	Members

In the High Level Monitoring Committee, the implementation of the flagship schemes are being discussed and specific issues if any, are addressed wherever necessary. The High Level Monitoring Committee meetings, which are normally convened once in a month, undertakes detailed deliberation of the flagship schemes such as the progress status, challenges and issues in implementation of the schemes. Policy interventions are made based on the deliberations besides updation of guidelines of the flagship schemes taking into account the feedback provided by the Departments and District Monitoring Officers.

iv) District Level Nodal Officers:

The District Collectors have designated senior officers such as District Revenue Officer and Project Director, District Rural Development Agency as Nodal Officers for monitoring the implementation of Flagship Schemes in the District. These Nodal Officers coordinate with the officers of the implementing departments and act as a pivot at the district level for timely feedback and action. They also extend necessary assistance to the officers of this department while undertaking field inspections.

v) Field Inspections:

The Officers of this Department conduct periodical field inspections and submit reports to Government on the progress and effectiveness of the schemes being implemented by various departments at the district level.

vi) Regional Review Meetings:

Regional Level Review Meetings are conducted with the District Collectors to review the implementation of the flagship schemes of the Government in general and specific schemes in particular. In such regional review meetings, Senior Officers from the departments concerned participate

and benefit from the deliberations on the modalities of implementing these schemes. The regional level meetings provides a window for the district level officers to highlight field level impediments, modifications / improvements required for enhancing the quality of services delivered.

3.4. Monitoring Officers:

The Government have nominated Secretaries / Special Secretaries/ Additional Secretaries/ Additional Chief Secretaries to Government as District Monitoring Officers. These Monitoring Officers, in charge of a District, undertake review meetings in the designated districts followed by field inspections

of different schemes with special focus on flagship schemes every month and suggest necessary guidance to the district officials for sorting out the bottlenecks and pave the way for speedy implementation of schemes.

The District Monitoring Officers, coordinate with different Heads of Department, to sort out inter-departmental issues and also evaluate the efficacy of the guidelines of different schemes in vogue and offer suggestions requiring policy interventions at the Government level. The existing arrangement enables continuous churning of policies to meet the field requirements and ever increasing

aspirations of the general public. The Monitoring Officers submit to the Government important observations, follow up action to be taken and recommend modification / improvement of the schemes. The suggestions of the Monitoring Officers are consolidated and submitted to the Hon'ble Chief Minister through the Chief Secretary

4. Implementation of Schemes by the Special Programme Implementation Department:

The Government have created Special Programme Implementation Department in the year 2011 and entrusted with responsibility of

implementing two path breaking schemes viz.,

- i) Distribution of Laptop Computers to Students and
- ii) Distribution of Fan, Mixie, Grinder to women beneficiaries.

During the current year this department besides monitoring the various special schemes of the Government, will implement the scheme of "Distribution of Laptop Computers free of cost to Students".

4.1 Distribution of Laptop Computers to Students:

The State of Tamil Nadu has emerged as a favoured destination for national and global IT companies and the State has been receiving

massive Foreign Direct Investments (FDI). In this modern information age, computer skills have become indispensable than ever before as Information and Communication Technology (ICT) becomes the gateway for socio-economic change worldwide. However, there is a huge digital gap between the urban and rural areas on the one hand and the haves and have-nots on the other.

In order to bridge the digital divide, the Government of Tamil Nadu have introduced the scheme of distribution of Laptop computers to the students of Schools, Arts and Science Colleges, Engineering Colleges and Polytechnic Colleges,

Government and Government aided Institutions in Tamil Nadu during the year 2011-12.

This scheme is first of its kind in the country with the avowed aim of digital empowerment of the students, both urban and rural areas, including the economically and socially deprived sections so as to bridge the wide gap in their Information Technology (IT) knowledge base and provide a level playing field.

The objective of the scheme is to familiarize students with latest innovations in information technology, equip them with digital skills and empower them to compete

successfully in the employment market. The State Government through this scheme is addressing all the three significant education policy concerns viz., access, participation and attainment.

During 2011-12 and 2012-13 the students studied in Government and Government-Aided Schools, Arts and Science Colleges, Engineering Colleges and Polytechnic Colleges were provided with Laptop Computers. From 2013-14 onwards, plus two students in Government and Government Aided Schools and first year students of Government and Government Aided Polytechnic Colleges benefit under the Scheme.

Year-wise/Institution-wise distribution of Laptop Computers to Students

Year	Schools	Arts / Science Colleges	Engineering Colleges	Polytechnic Colleges
2011-12	12 th Standard	1 st & 3 rd year	2 nd & 4 th year	1 st & 3 rd year
2012-13	12 th Standard	3 rd year	2 nd & 4 th year	1 st & 3 rd year
2013-14 onwards	12 th Standard	----	----	1 st year

Electronics Corporation of Tamil Nadu (ELCOT) is the nodal agency for procuring Laptop Computers under this scheme. The distribution of Laptop Computers for 2011-12 and 2012-13 was carried out by the concerned Departments i.e., Directorates of School Education, Collegiate Education and Technical

Education. From 2013-14 onwards, Laptop Computers are being distributed through Directorates of School Education and Technical Education.

The laptop computers were provided with dual boot facility offering both Windows 7 starter & BOSS Linux from the Centre for Development of Advanced Computing (CDAC), content from Tamil Virtual Academy and from the Education Department. Special Software has been provided for the visually impaired students. With the Laptop Computers being provided, all the students can quickly learn office packages such as Spread

sheets, Power Point Presentation and Word processing, etc.

The Laptop Computers are provided with one year warranty including battery. To ensure proper working and maintenance of the Laptop Computers, Service Centres have been set up by the agencies concerned in all the districts and students have been well informed about the facility.

The scheme has opened up a whole lot of knowledge based opportunities to the present generation of students. The Government have provided through this scheme the fruits of latest technology to the students while

they are at the threshold of their career.

The scheme of distribution of Laptop Computers to students free of cost has been a great success. The students benefitted under the scheme have been able to identify and utilize the computer system for multiple purposes. It is also learnt that other members of the family, especially the younger siblings are showing keen interest to learn and operate the computer system. This development augurs very well in preparing the future generations also for digital literacy and to become a global citizen through the plethora of opportunities digital world provides. The interest of the

siblings in the family is an indication of the impending change in the society that the scheme can potentially bring about. Overall, the students not only see the laptop as a device but a window to a better future and increased social status among their peers.

The scheme has added a lot of value to the student community and it is expected that, over time, the usage will be more advanced and will be a precursor for “activate content creation” by the students over a period of time and this transition will define the ultimate success of the scheme.

Like many other innovative schemes initiated by the Government of Tamil Nadu, this scheme is also being replicated by other States.

Under the scheme, 31.78 lakh laptop computers have been distributed free of cost to students during the years 2011-12 to 2015 -16.

The scheme of distribution of Laptop computer to students will continue to be implemented during the current year 2016-17 and 5.35 lakh students are proposed to be benefitted under the scheme. A sum of Rs.890.00 crore have been provided in the budget.

4.2 Distribution of Fan, Mixie, Grinder to women beneficiaries:

To provide women some relief from domestic drudgery and to make them effective participants in the emerging economy, the Government have introduced the scheme for distributing a package of electric fan, mixie and grinder free of cost.

Under the scheme, 1.75 crore fan, mixie and grinder sets have been distributed free of cost to women beneficiaries during the years 2011-12 to 2015-16.

4.3 Enterprise Resource Planning (ERP):

Enterprise Resource Planning (ERP) is an advanced software developed for tracking the movement of Laptop Computers under the scheme “Distribution of Laptop Computers to the students” implemented by this department. This software is a management software that allows an organization to use a system of integrated applications to manage the business. This software facilitates all facets of an operation, including procurement and distribution. The ERP software has been specially developed by ELCOT for monitoring the scheme of distribution of Laptop

Computers to students and is being used by ELCOT, School Education and Higher Education Departments.

5. Conclusion:

The State of Tamil Nadu has been implementing a plethora of well thought out welfare schemes aiming to bring about transformation in the socio economic fabric of the poor people of Tamil Nadu. Through effective implementation of the schemes/programmes of the Government, the State has been witnessing healthy mothers deliver healthy babies; empowerment of the students to enhance their skill and employability; enhanced income of

the poor through better livelihood opportunities; environment friendly homes for the rural poor; benevolent help to the widows and other vulnerable sections of the society and health insurance coverage for all the needy, etc.

Special Programme
Implementation Department
provides a strong and coherent framework to enhance performance of the different Government schemes through concurrent and constant monitoring. The department has developed a simple and user-friendly intranet tool that is being used by Secretariat Departments to monitor various projects. The department also

identifies ways and means for improvement of the programmes to ultimately enhance the development effectiveness of the schemes and ease and quality of governance.

The pioneering special schemes for the welfare of the different sections of the society have been formulated by the Government under the visionary and inspiring leadership of the Hon'ble Chief Minister and are being effectively implemented and continuously monitored by this Department.

S.P. VELUMANI
Minister for Municipal Administration,
Rural Development and
Implementation of Special
Programme



Hon'ble Chief Minister of Tamil Nadu distributed free of cost Laptop Computers to Students – Trichy District



Hon'ble Chief Minister of Tamil Nadu distributed free of cost Laptop Computers to Students – Tiruvallur District



**Distribution of free of cost Laptop Computers to Students
Theni District**



**Distribution of free of cost Laptop Computers to Students
Salem District**



Distribution of free of cost Laptop Computers to Students

Madurai District



Nammakkal District

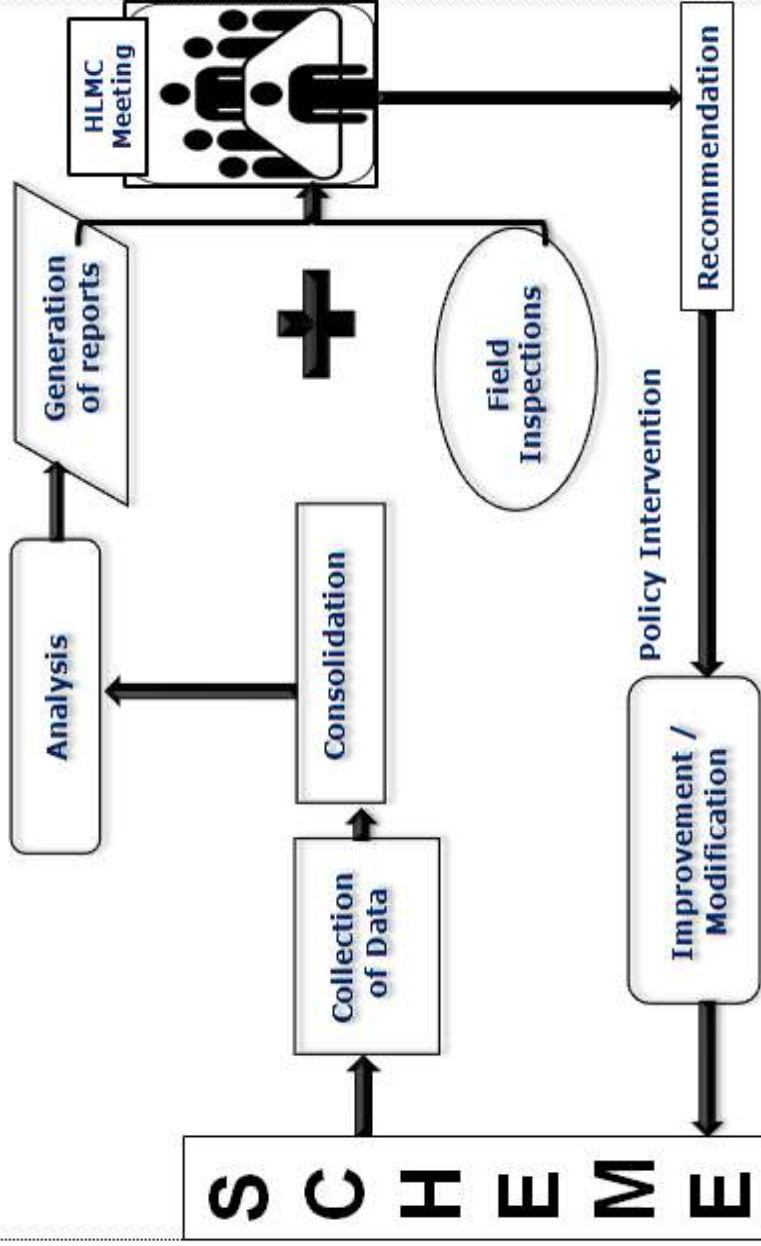


**Distribution of free of cost Laptop Computers to Students
Coimbatore District**

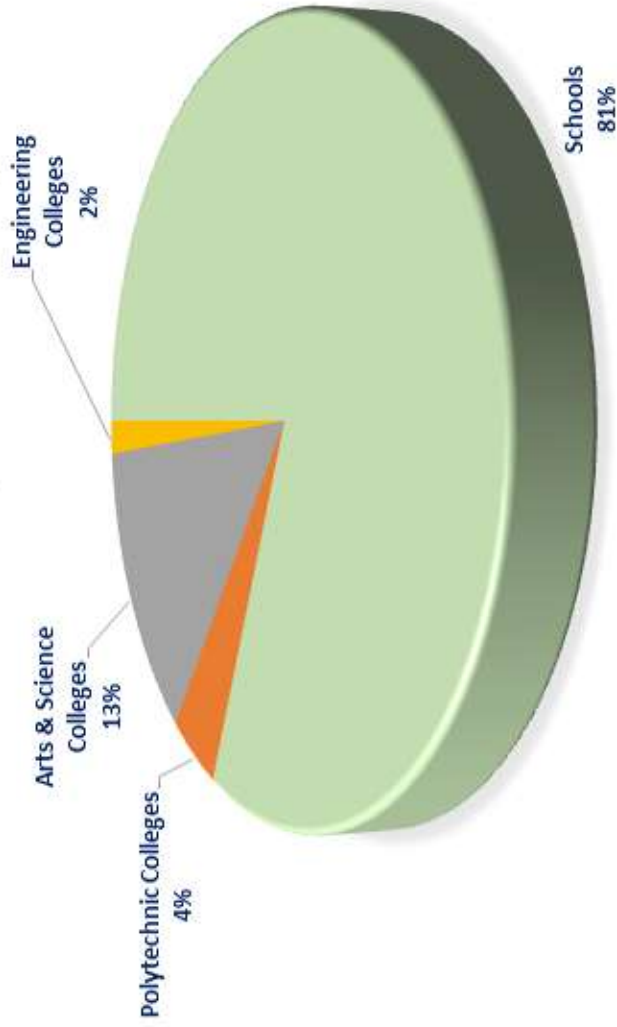


**Distribution of free of cost Laptop Computers to Students
Virudhunagar District**

Monitoring Process – Flow Chart



Distribution of Laptop Computers to Students Number of Students (2011-12 to 2015-16) - 31.78 Lakhs



Distribution of Laptop Computers to Students

District-wise Number of Students
(2011-12 to 2015-16) - 31.78 Lakhs

