

GOVERNMENT OF ASSAM  
SOCIAL WELFARE DEPARTMENT, DISPUR

ORDERS BY THE GOVERNOR

NOTIFICATION

Dated Dispur, the 5<sup>th</sup> October, 2013.

No. SWD.303/2013/ : The Governor of Assam is pleased to constitute the Anganwadi Level Monitoring and Support Committees on ICDS with the following members with immediate effect and until further order :-

- |   |                   |
|---|-------------------|
| 1. Gram Panchayat/ Ward Member (Preferably Women Member)                                  | Chairman.         |
| 2. Mahila Mandal (2 member on rotation) Matri Sahayak Gut                                 | Members.          |
| 3. ASHA   | Members.          |
| 4. Community Based Organization (2)   | Members.          |
| 5. Community (Teacher/ Retired Govt. Officials)/<br>Parents of Children attending AWC (3) | Members.          |
| 6. Sakhi under SABLA Programme (if any)   | Members.          |
| 7. Anganwadi Worker   | Member Secretary. |

**Note :**

- The Committee will organize regular monthly meetings to discuss various issues in the anganwadi area in the village or ward/ slum and record minutes in the meeting. A copy of the minutes may be sent to the Block Level Committee and CDPO.
- ICDS Supervisor, ANM, LHV may be invited to the meeting as may be required.

**IIB. Roles**

The Anganwadi Level Committee will review and take/ suggest actions to improve delivery of services at the AWC. The Committee is authorized and expected to play the following roles.

- i. Check regularity of functioning of AWC.
- ii. Ensure coverage of all eligible beneficiaries as against the surveyed population.
- iii. Review status of supply of supplementary food to all beneficiaries for at least 21 days in a month;
- iv. Review nutritional status of children 0-3 years, weighment, availability of WHO New Growth Charts and joint mother and child protection card; and number of moderate and serverely undernourished children and steps taken;
- v. Review functioning of non formal PSE activities per day, development / use of local learning and play materials; organization of parents meet; etc.
- vi. Ensure participation of AWWs at VHSC meetings;
- vii. Ensure participation of at least one of the Members (other than AWW, ASHA and ANM) on the monthly village Health and Nutrition Day at each AWC and to ensure that it is well attended and that all due services are rendered on the day;
- viii. Review facilities available at the AWC in the light of established norms (infrastructure including clean water, functioning toilet, play area, PSE/ medicine kits, cooking utensils, etc);



The committee may consider ways of locally strengthening the AWC infrastructure mobilizing resources from the community / other scheme)  
Review receipt and utilization of consumables such as food supplements and medicine as well as physical stocks;

- Find reasons for any shortfalls from expected norms or discrepancies in stocks;
  - Document and report such shortfalls and discrepancies to the Block Level Monitoring Committee and CDPO.
  - Attend to any disputes related to the AWC or AWW, and resolve such disputes amicably; flag unresolved disputes to the Gram Panchayat or Block level Monitoring Committees;
  - Interact with AWW/ICDS Supervisors to understand reasons for any short falls in services provided at the AWC and find ways to locally strengthen services or correct shortfalls; formally document and report unresolved issues to the Block level Monitoring Committee with a copy to CDPO, MO/PHC and Gram Panchayat as appropriate & concerned.
- xii. Any other matter as may be relevant for improving service delivery.

**Note:**

- i. To ensure that any/ all the AWC level Committee Members are expected to:
  - Familiarize themselves with the objectives and spirit of the ICDS Programme.
  - Familiarize themselves with the established norms and guidelines for ICDS by obtaining a copy of such guidelines from the Block Level Monitoring Committee, interact with Members of the Block level Monitoring Committee, or the Supervisors of CDPO or with the LHV or MO/PHC to seek any clarifications regarding these norms.
  - Visit the AWC periodically and interact with other members of the community to enquire about the functioning of the AWC.
  - Convene a monthly meeting to transact with its business preferably soon after the preparation of the AWC MPR, and maintain minutes recording the attendance of Members, issues reviewed, findings and action taken.
- Send a copy of the minutes of the monthly meeting to the Block Level Monitoring Committee.
- ii. On any issue, while it is always preferable to have negotiated and unanimous decisions, the Members present may take decisions based on guidelines and norms. Unresolved issues may be sent to higher level for direction.
- iii. The Committee and its Members will conduct their business in a manner that does not disturb the day-to-day activities of the AWW/AWC.

Sd/-

Commissioner & Secretary to the Govt. of Assam,  
Social Welfare Department, Dispur.

Dated Dispur, the 5<sup>th</sup> October, 2013.

Memo No. SWD. 303/2013/ -A,

Copy to:-

1. The P.S. to Minister, Social Welfare, Dispur for kind information of the Hon'ble Minister.



- The P.S. to Commissioner & Secretary, Social Welfare Department, Dispur for kind information of the Commissioner & Secretary.
- The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1 for information and necessary action.
- All Members
- The Deputy Director, Assam Govt. Press Bamunimaidam, Guwahati-21 for publication of the above Notification in the next issue of the Assam Gazette.

By order etc,

Joint Secretary to the Govt. of Assam  
Social Welfare Department, Dispur.