

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 District Level Monitoring and Review Committee on ICDS with the following members with immediate effect and until further order :-

1. Deputy Commissioner	Chairman.
2. Chief Executive Officer (CEO) Z.P.	Vice Chairman
3. District Development Officer, Zila Parishad/ Additional Deputy Commissioner (Development)	Member.
4. Chief Medical and Health Officer, Health & Family Welfare Department	Member.
5. Senior District Planning Officer	Member.
6. District Social Welfare Officer	Member.
7. District Agricultural Officer	Member.
8. Project Director, DRDA	Member.
9. Executive Engineer, Public Health Engineering Department	Member.
10. District Elementary Education Officer	Member.
11. Member of Parliament (MP) in the District	Member.
12. Members of Legislative Assembly (MLAs)	Member.
13. Principal, Middle Level Training Centre (MLTC)*	Member.
14. Principal, AWTCs (any two)*	Member.
15. Officer-in-charge, Food & Nutrition Board (Field Unit)*	Member.
16. Child Development Project Officer (any three)*	Member.
17. District Social Welfare Officer (I/C -DPO)	Member Secretary.

\* On rotation basis in each year.

**Note :** The Committee will meet at least once in a quarter or as and when required on the notice of the Chairperson and will submit its review report to the Chief Secretary/Secretary (I/c. ICDS) clearly outlining actions taken at the district level and support required from the State Govt.

**IIB. Roles**

The District Level Committee will monitor and review block/ project-wise progress of implementation of the Schemes and suggest/take appropriate corrective action with regards to follow up of issues.

- a) Overall progress in implementation with regard to:
  - i. Status of operationalization of all projects/ AWCs, coverage of all habitations/ hamlets in the district, especially SC/ST and minority concentrated and remote areas:
- b) Coverage of beneficiaries: Block-wise analysis of registered vs. actual beneficiaries for supplementary nutrition and per-school education at AWCs as against surveyed population.
- c) Regularity in supply and quality of supplementary nutrition at AWCs: provision



Take home ration, morning snacks and hot cooked meals for stipulated number of days in a month and block-wise comparison of feeding efficiency;  
 Nutritional status of children 0-3 years and 3-6 years-weightment, rollout of WHO growth standards and joint mother and child protection cards; block-wise comparison of proportion of moderate and severely undernourished children : Measures being taken for addressing them and progress thereon on half yearly basis;  
 Performance of non-formal pre-school provided at AWCs.

Coordination and convergence with line departments/ programmes:

- a) Health/ NRHM: Status of full immunization at AWCs, provision of ante-natal and health check-ups, referral services and supply of micronutrients (Vit-A, IFA de-worming tablet) to AWCs; Functioning of VHND, VHSC and promotion of IYCF, Joint visits of health and ICDS functionaries to AWCs.
- b) Water & Sanitation: Provision of potable water and sanitation facility at AWCs through convergence with Total Sanitation Campaign and Rajiv Gandhi National Drinking Water Mission or any other schemes of State Govt.;
- c) Sarva Siksha Abhijan (SSA) : Co-location of AWCs with primary schools, integration of PSE in AWCs, support from SSA, etc.
- d) PRIs: Involvement of PRIs and community in overseeing and coordinating the delivery of services at AWCs.

Issues relating to programme implementation and actions thereon with regard to

- a. Regularity of functioning of AWCs-overall and specifically, those in SC/ST minority concentrated habitations;
- b. Manpower vacancies at AWW/Supervisor/CDPO level and their training status of functionaries;
- c. Payment of honoraria to AWWs/AWHs and travelling allowances to Supervisors;
- d. AWC infrastructure: Construction of AWC building through convergence with other schemes/ programmes;
- e. Supply of essential items to AWCs-medicine and PSE kits, weighing scales, joint MCP card, Who Growth Chart, etc.;
- f. Availability of funds for POL, contingency etc at district/block level and flexi-fund at AWC level and as per the revised norms;
- g. Mobility of CDPOs/supervisors-availability of vehicles and non requisitioning of programme related vehicles;
- h. Monitoring and supervision visits by CDPOs/ Supervisors to AWCs as per norms and submission of reports;
- i. Method(s) of delivery of supplementary food at AWCs-engagement of SHGs and use of iodized salt at AWCs and addition of leafy vegetables;
- j. Methodology used participation of children in non-formal pre-school education at AWCs;; use of locally developed learning and play materials, toy bank and other initiatives;
- k. Engagement of ICDS functionaries in non-ICDS activities, arrangements to desist them from it;
- l. Identification of low performing blocks in ICDS implementation and factors



any other matter as may be relevant for improved implementation.

- financial issues: Fund flow and status of component-wise allocation and expenditure during the reported and adherence to revised financial norms prescribed by Govt. of India;
- Complaints/grievance redressal mechanism: Actions on the complaints received from individuals, community, PRIs etc, regarding ICDS services such as regularity in AWC functioning, quality of supplementary nutrition, etc and ICDS functionaries;
- vi. IEC: Preparation and undertaking of IEC action plan on issue like location of AWCs, services available under ICDS, entitlement of beneficiaries, grievances redressal mechanism etc.

**Note:** The following sources of information may be used for the review meeting:

- a) Minutes and reports of Block Level Monitoring Committees;
- b) Analysis of Block Monthly Progress Reports (MPRs) and Block Annual Status Reports (ASRs);
- c) Reports of field visits by Members of the Committee, and other officials in the district and any evaluation/assessment report; and
- d) Reports from the public/ media (if any).

Sd/-


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

Memo No. SWD. 303/2013/ -A,  
Copy to:

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

1. The P.S. to Minister, Social Welfare, Dispur for kind information of the Hon'ble Minister.
2. The P.S. to Commissioner & Secretary, Social Welfare Department, Dispur for kind information of the Commissioner & Secretary.
3. The Director, Social Welfare, Assam, Uzanbazar, Guwahati-1 for information and necessary action.
4. All Members
5. 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.