

**PROCEEDINGS OF THE MISSION DIRECTOR ( FAC), MEPMA**  
**Present: B.Janardhan Reddy IAS**

**Proc. Roc. No. 542 / SM & ID/ TS /2014 -15 ,**

**Date: 13.4.2015.**

Sub: -MEPMA-SM & ID –Capacity Building trainings to CBOs –Release of funds towards – Trainings to EC&OB members of SLFs - for strengthening of SHGs and their federations on NULM in urban areas - Sanctioned – Orders issued- Regarding.

Ref:

1. Action plan under NULM for the year 2014-15.
2. **Proc. Roc. No. 3082/ IB 2008 -09, Date: 28.5.2010.**
3. Minutes of 8<sup>th</sup> Executive Committee Meeting Held on Dt 28.04.2011 Chaired by the Secretary to Government , MA & UD Department and Commissioner ,UPA

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**ORDER:**

As per the Action plan 2014-2015 , it is proposed to take up the training programmes to EC&OB members of existing slum level federations.

In this connection in 8<sup>th</sup> Executive Committee Meeting ,EC approved the revised rates for taking up EC & OB member training cost enhanced the training cost from Rs 1600 to Rs 2000/- per SLF .

**I. Objective:** of EC & OB Training

- To create awareness on NULM Components of Social Mobilization & Institutional Building, Livelihoods, social security measures etc .
- To provide awareness on Roles and Responsibilities of SLF , Book of Accounts , meeting process .etc
- To enable the SHGs members to make aware on MACs Act .

**II.Target group:**

- All the EC & OB members of registered SLFs of NULM towns are covered in the trainings
- 60 members in each batch **will be covered**

**III.Duration of the training:**

- The training will be two days ( 4-5 hours) per day

**IV. Venue & Resource person**

- The EC & OB training will be conducted in the CRCs Community Resource Centre or any other place suitable for the training at slum level. €
- The training will be conducted by the trained IB CRPs two CRPs per batch .

#### **V. Preparatory Activities:**

- District Mission Co-ordinator –IB and concern Town Mission Coordinator should conduct ToT training to IB CRPs and finalize the action plan at ULB level.

#### **VI. Day wise Schedule & content of the programme:**

The following topics are covered in the training:

- Day wise session schedule training is worked out and the same is enclosed as Annexure -1 .

#### **VII Budget Norms**

Sl No	Activity	Unit cost	Cost
1	Photos & stationery		250/-
2	Resource fee ( trained IB CRP town)	Rs 175 /-per one day	Rs 350/- per 2 days
	b)Resource person local RP IB)	Rs 175/- per one day	Rs 350/ per 2 days
3	Banner showing the name of the SLF & name of the slum	1 unit	200/-
4	provision of tea and snacks	30-40 Nos	850
	Total		<b>2000/-</b>

**VIII. Payment procedure:** PDs are requested to release the said amount of Rs 2000/- directly to the A/c of SLFs well in advance for enabling the SLFs to meet the expenditure .of banner , photo and resource fee and tea & snacks as mentioned above

#### **IX.Monitoring and supervision:**

##### Role of COs:

- COs shall prepare action plan in consultation with the TLF of their concern Slum Level Federations .
- COs shall see that training programme is conducted as per the convenience of SHG members and resource persons and not as per the convenience of others.



- As per the action plan arrived at their level, CO shall review with the resource persons every day
- COs shall take the responsibility of mobilizing the members as per the schedule
- CO shall also take up the responsibility of identifying the suitable venue at slum and facilitate resource persons to conduct programme smoothly.

#### Role of Town Mission Coordinator( TMC)

- TPROs/ TMC shall conduct review once in a week with all the COs and the progress may be informed to the Municipal Commissioner and District Project Officer concerned.
- TPrOs/ TMC shall also visit the slums while conduct of the programme.

#### Role of District Mission Co-ordinator ( DMC-IB)

- To make a brief orientation to ULB staff of TMCs and COs to make a Action Plan of SLF EC & OB trainings
- To give orientation to Resource Persons (proposed trained IB CRPs) on SLF EC & OB trainings
- Submit the UC immediately to DPMU office with out fail.

#### Role of PD IKP urban:

- The Project Directors shall ensure that the EC & OB member training should completed in the district as per the schedule and make the visits to all the towns for assessing the quality of the programme send fortnightly report to the Mission Director,MEPMA with suggestions if any for taking up the programme smoothly.
- At the end of the programme , Project Directors, shall conduct feed back meeting with all the SLFs persons shall furnish the progress in the following **proforma II** to the Project Director along with the attendance registers of the members for training programme.

#### Proforma II

Sl N o	Date of training	Name of the SLF	No.of members	No. of members attended training	Venue of the training	Training Timings from to	Details of visitors like CO/TPO/MC /Mpl officials /Non- officials/PD,IK P	Remarks by SLF President
1	2	3	4	4	6	7	8	9

#### X.Feedback meeting:

The Project Directors shall ensure that the following items shall be covered in feed back meetings, which shall be held after the trainings are completed in a town:

- Review of coverage of SLFs – trained on concept of SLF functioning as per the action plan
- Attendance day wise batch wise review register
- Utilization of audio visuals during training
- Suggestions for effective implementation
- Payment to resource persons individually through SLF and obtain acquaintances from SLFs.
- Handing over of the records in Project director's office.

#### **XI. Time Frame Work for Completion of SLF EC & OB trainings**

- The detailed guidelines along with the cost sheet and modules with schedule of the programme are enclosed . All the Project Directors, MEPMA are requested to see that they shall complete the training programmes to all the EC&OB members of existing Slum level federations (SLFs) before 15<sup>th</sup> May 2015 .

**XII. Submission of UCs :** The Project Directors shall ensure that the Utilization Certificates pertaining to the SLF EC & OB training are kept in records and submit to the Head Office by 31<sup>st</sup> May 2015

Further, in view of ensuring completion of the training to EC & OB members of existing registered of 1777 SLFs as on it is proposed to release an amount of Rs 3554000 Rupees **thirty five Lakhs fifty four thousand only** ) towards training to EC&OB members of 1777 registered SLFs of NULM towns and PDs are further requested to take up the programme for 2 days and shall be followed for the trainings taken up on or before 15<sup>th</sup> July 2015 .

Hence all the Project Directors are requested to meet the allocated budget as per the Annexure—II from the available funds under subcomponent of CBOs training of SM & ID component of NULM at the DPMU .

Encl

1. Training Schedule
2. Budget Allocation for NULM towns

MISSION DIRECTOR

*[Signature]*  
14/5

*[Signature]*  
13/5

Copy to the Municipal Commissioners of concern ULBs

**Annexure –Budget Allocation under EC & OB training of Registered SLFs of NULM towns**

Name of the District	Name of the ULB	No of SLFs	No of SLFs Registered	Fends to be released @ 2000 per SLFs for 2 days
Adilabad	Adilabad	68	58	116000
Karimnagar	Jagityal	56	51	102000
	Karimnagar	107	97	194000
	Ramagundam	145	124	248000
Khammam	Khammam	175	138	276000
Mahabubnagar	Mahabubnagar	60	58	116000
Medak	Sangareddy	34	33	66000
	Siddipet	58	27	54000
Nalgonda	Miryalguda	81	65	130000
	Nalgonda	55	22	44000
	Suryapet	83	72	144000
Nizamabad	Nizamabad	170	144	288000
Rangareddy	SCB	53	36	72000
Warangal	Warangal	587	386	772000
GHMC	Hyderabad	1165	466	932000
		<b>2893</b>	<b>1777</b>	3554000

**MISSION DIRECTOR  
MEPMA**

The Project Director, Urban \_\_\_\_\_ District  
Copy to the Collector and District Magistrate concerned.

Encl: **detailed schedule of the programme.**



స్లమ్ సమాఖ్య కార్యనిర్వాహక కమిటీ మరియు పదాధికారుల శిక్షణ పాఠ్యాంశ ప్రణాళిక.

స్లమ్ స్థాయి సమాఖ్య ఏర్పాటుపై

జేకట వ రోజు

వ.సం.	విషయాంశములు	కాలము	పద్ధతి	రిసోర్స్ ఫర్స్
1	హజరు పార్థన పరిచకార్యక్రమము	15 ని.	పాట ఆట	
2.	శిక్షణా కార్యక్రమమునుంచి ఆశించే అంశాలు అనుభవాలు పంచుకోవడం సమాఖ్యల గురించి	30 ని.	ఉపన్యాస పద్ధతి చర్చలు	
3.	-సమాఖ్య అంటే ఏమిటి - సమాఖ్య ఏందుకు? అవశ్యకత -సమాఖ్య వలన ఉపయోగాల -మంచి సమాఖ్య లక్షణాలు	1 గం.	చిన్న గ్రూపుల చర్చ చార్ట్ల ద్వారా చెప్పడం	
4.	-సమాఖ్య నిర్మాణము (స్టెప్స్) ఎ. సమాఖ్యలో చేరడానికి సంఘంలో ఉండవలసిన అర్హతలు బి. సభ్యత్వము సభ్యత్వ రద్దు, పరిధి. సి. సర్వసభ్యమండలి : కార్యనిర్వాహక కమిటీ పదాధికారులు ఎంపిక, విధులు భాద్యతలు.	2 గం.	చిన్న గ్రూపు చర్చలు ఉపన్యాస పద్ధతి	
<b>రెండవ రోజు :- బోలొయ్ నట్లూర్ బివనోషాధుల మిషన్ -&gt; ఆమలు నోర్మల విధానాలు</b>				
	హజరు పార్థన ఫీడ్ బ్యాక్	15 ని. 15 ని.	పాట ఆట	
5.	సమావేశము సమాఖ్య సభ్య సంఘాలకు అందించు సేవలు. ఎ) ఆర్థిక సేవలు బి) సామాజిక సేవలు సి) సాంకేతిక సేవలు డి) కొత్త సంఘాల ఏర్పాటు ఇ) ఇతర సంస్థలతో అనుసంధానము ఐ) సభ్య సంఘాలను బలోపేతము చేయుట ఎఫ్) ఇతర సంస్థలతో అనుసంధానము.	1 గం. 2 గం.	రోల్ ప్లే ఉపన్యాస పద్ధతి నాటిక చర్చలు	
6.	కార్యచరణ కమిటీలు ఆవశ్యకత, విధులు	1 గం.		
7.	రీక్యాప్ ఫీడ్ బ్యాక్	30 ని		