

Kudumbashree

Minutes of Plan Review Meeting held on 06-10-2000

Monthly Plan Review Meeting of Kudumbashree was held on 6-10-2000 at the Conference Hall of State Municipal House, Vazhuthcaud, Trivandrum. The meeting was chaired by Shri.T.K. Jose, IAS, Executive Director, Kudumbashree. Other Kudumbashree officials present were Director (A&F), Regional Directors, Programme Officers, District Mission Co-ordinators, Accounts Officer, Administrative Officer, Assistant District Mission Co-ordinators Project Officers of selected Municipalities and Office Secretarial Staff of Kudumbashree head quarters. The list of participants is given in Annexure.I

The meeting commenced at 10.30 a.m.

In the opening remarks Executive Director expressed his concern on the slackness in implementation of SJSRY and other schemes related to Kudumbashree activities, due to election in Local Bodies and emphasised the need to put extra effort to compensate the loss during the months August and September. He also opined that winning of elections by many NHG, ADS, CDS office bearers reflect the success of functioning of these groups and the awareness they could create among the public. He also advised the DMCs/ADMCs to get in touch with the newly elected functionaries in Panchayats/Municipalities/Corporations and make it possible to attend the Council meeting of the newly elected office bearers and explain the activities of Kudumbashree for proper co-ordination and smooth functioning of our mission in future.

The following items were reviewed and instructions were given by the Executive Director to the DMCs concerned on relevant matters as follows:

1. GENERAL

1. UPA Fund:-

Any problem at the District level in releasing the UPA fund in Municipalities to the concerned CDS may be reported to Head Quarters by DMC/RD for necessary follow up and clearance on or before 31-10-2000. (Details such as year wise 2% UPA funds due, received and balance).

(Action: RDs/DMCs)

2. KUDFC Loan:-

Necessary follow up to be taken by the District offices to avail the 2nd instalment of loan from KUDFC (Housing Scheme) under NSDP by concerned municipalities.

Action may also be taken for prompt repayment of 1st instalment of KUDFC loan

(Action: DMCs)

3. Visit of Government of India Team:-

Executive Director added that a team of officials headed by Under Secretary, Ministry of Urban Development, Government of India will be visiting the Municipalities to review the achievement of SJSRY/NSDP in all Districts. All DMCs were directed to prepare brief write-ups on progress of implementation of the scheme covering the concerned Municipalities in their districts.

(Action: DMCs)

4. Training:-

(i) Training of the newly elected women members of the Urban Local Bodies shall be completed at Regional level before 31st December, 2000.

(Action: RDs/DMCs)

(ii) Training programme for RIS Volunteers in Northern & Central regions is being arranged on 18th & 19th October 2000 at Palghat. All DMCs shall intimate the concerned Municipalities and confirm participation of RIS volunteers in their respective regions. Also to ensure at least one ADMC from these districts to take part.

(Action: DMCs of Northern & Central Regions)

(Supervision: RDs of CR & NR)

(iii) Community Health Volunteers' training will be organised by Health Department from 25th October to 30th November 2000. Health Department already issued instructions to the DMO offices in this regard. All DMCs should take action to ensure participation of Volunteers from NHGs. Also to co-ordinate the training schedule.

(Action: DMCs)

- (iv) Participation in any training programme by ADMCs/DMCs may be communicated to the respective Regional Director for information. Similarly, ADMCs should report the matter to DMC who in turn report to Regional Directors.

(Action: DMCs/ADMCs)

5. Kudumbashree - Newsletter:-

- i) the Executive Director announced that the next issue of Kudumbashree magazine will be focussed on 'Women Micro Entrepreneurs and also Kudumbashree in Grama Panchayats'. All DMCs/ADMCs were requested to sent articles for publication well in advance to Shri.P. Kesavan Nair, Programme Officer (CR) who is the editor for the issue of Kudumbashree news letter for the month of September 2000.

(Time Limit: 31-10-2000)

(Action: DMCs/ADMCs)

- ii) The Executive Director instructed all DMCs to collect the bio-data and photographs of the elected ADS/CDS members and forward to Head Office of Kudumbashree as early as possible for publishing in the next issue of Kudumbashree newsletter.

(Action: All DMCs)

6. Financial Matters:-

Accounts Officer Smt. Elizabeth briefed the requirements in maintenance and operation of accounts as per byelaw and thereby following uniform procedures by District Offices. The procedures will be issued after finalisation of the ongoing audit by the Chartered Accountant.

- a) All District Offices shall uniformly maintain a Treasury Savings Bank Account for transactions. Specific Government Orders for the opening of TSB A/cs were given to all the DMCs. But the DMC of Pathanamthitta, Wayanad, Malappuram and Kasargod have opened TPA Accounts. The DMCs of Malappuram and Kasaragod requested the concerned DTOs for transfer of the accounts into TSB and intimated here. But the DMCs of Pathanamthitta and Wayanad have not yet either intimated the H.O. or converted the accounts into TSB. Wherever T.P. account is maintained, the same may be converted to TSB account.
- b) Recouping of the imprest shall be done as per the byelaw of Kudumbashree ie the imprest can be recouped on settling the

accounts with proper vouchers etc on obtaining orders of the District Collector and Secretary of DPC. Earlier cases may be ratified.

The Executive Director clarified that offices attached to Regional Directors can recoup imprest on obtaining orders from RD.

- c) The Executive Director added that DMC can retain Rs 10,000/- as imprest for miscellaneous/unanticipated expenditure whereas anticipated expenditure can be met by issuing Account Payee cheques. Finalisation of account can be done by the end of every week.
- d) Accounts Officer stated that the opening balance for the month of August reported by District Offices, Wayanad, Malappuram and Palghat were not correct. The corrected statements shall be forwarded to Head Office within 7 days from 6-10-2000.

(Action: DMCs Wayanad/Malappuram/ Palghat)

- e) Expenditure statement for training in Grama Panchayats are not received from **Palghat, Trivandrum, Kozhikode, Kottayam, Idukki, Ernakulam, Thrissur** and Wayand. The same shall be forwarded within 7 days from 6-10-2000.

(Action: DMCs of Palghat/Trivandrum/Kozhikode/Kottayam/Idukki, Ernakulam/Thrissur/Wayand)

II. The Executive Director invited the team members of the following 3 different groups, who got opportunities to study the Self Help Groups of Women outside Kerala, for a presentation and to share their experiences and suggestions with Kudumbashree family members.

1. **Poduppulakshmi:-** *Women Empowerment Programme in Andhrapradesh.*

A 9 member team comprising officials from Kudumbashree Head Quarters and District Offices visited the Self Help Group. Poduppulakshmi being operated in Uppalkal, Karnul Municipal Corporations in Hyderabad from 25th September to 1st October 2000. The host organisation who co-ordinated the visit of the team was Regional Centre for Urban and Environmental Studies (RCEU) of Usmania University, Hyderabad. The team leader Shri.Kesavan

Nair explained the features of Poduppulakshmi supplemented by other group members. The main function of Poduppulakshmi is thrift and credit operations which provides a banking system for the group members. Interest @ 12% is given for savings and charges interest @ 34% for loans. Highlights of the scheme are given in annexure-2. The visit was sponsored by UNICEF.

The presentation was followed by detailed discussions. Clarifications were given for the doubts raised by Smt.Sudhamani, DMC, Palghat, Shri.A. Purushothaman, ADMC, Kasargod, Prof. Aboobacker, DMC Malappuram AND Shri.Krishnankutty Nair, ADMC, Idukki.

Shri.Kesavan Nair also explained the simplified formats of registers maintained by the Self Help Groups of Poduppulakshmi and suggested to examine whether the same system could be considered for adoption by Kudumbashree NHGs also.

2. SEWA:-

A 10 member team of Kudumbashree visited SEWA (Self Employed Women's Association) Ahamedabad in Gujarat from 25th September to 1st October to study their activities and operations.

Dr.Krishnakumar, Leader of the team explained the organisational structure and operations of SEWA. Main features of SEWA is given in Annexure-3. SEWA group is registered as per trade union Act 1972. The members of the groups consists of home-based workers, vendors and labourers. The basic function of SEWA is providing regular employment for its members, improving income and thereby improving the quality of life. The members contribute to the emergency fund @ Rs 5/- per month and the fund is utilised for sickness, child care and natural calamities. The registers maintained by the groups consists of individual pass book, minutes book, savings register and loan card.

Group members also supplemented the presentation.

3. ALEAP, Hyderabad:-

Shri. Ramanunny, Programme Officer and Shri. Sreekantan Nair, ADMC, Thiruvananthapuram participated in a seminar organised by ALEAP (Association of Lady Entrepreneurs of Andhra Pradesh) mainly based on Self Employment network programme. The seminar was held from 1st to 3rd October at Hyderabad. The seminar discussed the various possibilities of

exploring a global brand for local products. WTO opened up a lot of possibilities for penetrating the global market. Quality and packaging are the areas where thrust should be given. The responsibility of nodal agencies like Kudumbashree to set up incubation units for nurturing the new generation entrepreneurs was also highlighted. The positive note of the seminar was to accept WTO as an opportunity as not as a threat. Shri.Ramanunny explained the organisational set up of ALEAP and its various functions. Shri. Sreekantan Nair briefed on the papers presented in the seminar. He also added that presentation on the activities of Kudumbashree, its functions were well attended and appreciated by the participants..

III. GUEST OF HONOUR

1. Dr.N.J.Kurian, Senior Advisor, Planning Commission, Government of India, addressed the Kudumbashree officials in the meeting. He had also visited a few DWCUA units in Trivandrum Corporation. He complemented Kudumbashree Mission for its successful and effective functioning compared to other Government programmes for the population BPL. He also released the Kudumbashree newsletter for the month of August.
2. Shri. Subbayya, IAS, Secretary to Govt and Chairman SC/ST Development Department, participated in the meeting as a special guest to evaluate and assist the activities of Kudumbashree in Tribal areas in various districts.

Shri. Subbayya requested DMC/ADMC from Thrissur, Kasaragod, Wayanad, Palghat, Malappuram and Idukki to present any specific problem in implementation of schemes in Tribal Colonies in their districts for formulating specific action plan.

Wayand:- Shri. Subbayya congratulated the efforts of Wayanad DMC and his team for the notable thrift collection from tribal NHGs in Wayanad. DMC Wayanad requested to provide fund for introducing market linked trade projects for products which are peculiar to Wayanad. He assured 25% subsidy from SC/ST Department for tribal projects. Balance amount can be met as thrift loan rather than depending on banks. He also suggested to identify suitable self employment groups for tribal NHGs.

Malappuram:- DMC, Malappuram presented the status of tribal NHGs in Malappuram and stressed the need for financial support for starting income generating activities.

Palghat:- DMC Palghat stated that there are 12 tribal colonies and 12 NHGs in Parambikulam and 6 tribal colonies and 61 NHGs in Pudukkottai Panchayats. She also stated that there is no security for the tribes since the colonies are situated in wild life area

Shri.Subbayya suggested that rehabilitation of SC/ST colonies can be considered and the matter can be taken up if required.

Thrissur:- DMC, Trichur requested chairman SC/ST Corporation to provide health care/medical care centres in all tribal areas. Similarly, educational facilities above 5th standard is also required in tribal colonies in Thrissur district. Kasaragod and Idukki DMCs also presented their problems in organising tribal groups.

Shri.Subbayya assured financial support upto 25% of the project cost for economic/income generating activities for SC/ST groups. He requested DMCs concerned to identify suitable small scale industries/projects which the tribal groups could take up after sufficient training in the field.

IV. DISTRICT PRESENTATION - KASARGOD DISTRICT

DMC- Kasaragod made a presentation covering the District profile of Kasaragod, progress of implementation of SJSRY/DWCUA/USEP/NSDP schemes (Tables in Annexure-4).

The Executive Director made it clear that in District presentation, apart from District profile and statistics on implementation of various schemes, should elaborate improvements made in thrift, problems faced by the district in implementation of future programmes. The PRM expressed its dissatisfaction in the presentation of Kasaragod group. Executive Director instructed that in the next plan review meeting Kasaragod team will be again making their presentation, but with more focus, sharpness and quality.

(Action: DMC, Kasaragod)

DMC, Kasaragod stated that sufficient time was not available for preparing the materials for presentation.

V. The Executive Director reviewed the progress of implementation of SJSRY DWCUA Units. Apart from Remedial Education

Centres and IT Units, the units proposed under 'Seven Wonders' were also reviewed.

1. Remedial Education Centres:-

Total 35 RECs are opened in different regions worked out answers for questions of previous 10 years public examinations for different subjects were received from Kudumbashree officials who have taken up the task. The same will be made available to the RECs in printed form shortly. He wanted to get the names of charge officers of each RECs, within a week positively.

(Action: All DMCs)

Time: One Week

2. IT Units (List in Annexure-5):-

Kudumbashree Head quarters could receive major work contracts for preparation of voters list and revenue cards from Election, Revenue, and Registration Departments respectively in favour of DWCUA IT units of Kudumbashree. Details of the work is given in Annexure-9. At the same time, IT units are responsible for preparing themselves for taking up the work effectively. Regular reports from IT units on speed test and accuracy are not received especially from Southern Region.

Response to the request of e-mail address to each DWCUA Units on IT is not up to the mark and Executive Director, desired that this should be completed within 10 days.

(Action: All DMCs)

Time: 10 days

Reports from Pathanamthitta, Alleppey and Trivandrum Districts are not being received promptly. The DMCs concerned should focus their attention on this.

(Action: DMC, Pathanamthitta, Alleppey, Trivandrum)

3. Seven Wonders

The Executive Director remarked that progress of implementation of micro enterprises for introducing under DWCUA scheme was not upto satisfaction. He invited the charge officers of seven wonders to present the status of implementation.

a) Tender Coconut & its Byproducts:-

Officer in charge of Tender Coconut units, Shri. Aboobacker, Director (CR), explained the difficulties in implementation of the units in various municipalities (Annexure-6). Though group formation is over in many municipalities, only 2 units have started functioning under this till 30-9-2000. Procurement being a major factor in the implementation of tender coconut units, the Executive Director opined to open collection centres for tender coconuts. DMC, Palghat stated that arrangements can be made with vendors in Palghat for bulk procurement of tender coconuts if requirement is specified and intimated in advance. DMC, Palghat and DMC, Kasargode were requested to explore the possibilities of bulk procurement of tender coconuts for supplying to the units in their respective regions. Executive Director, has expressed that this is the most suitable time both climatically and environmentally for taking up this as an enterprise in DWCUA. If we do not do this, there may not be anybody to help our coconut farmers in the State, who are passing through a period of worst price slump for coconut and its products. So he reminded the Director (CR) to initiate steps on a war time footing to co-ordinate the activities of all DMCs and related departments, immediately.

(Action: Director (CR); All DMCs; & DMCs, Palghat, Kasargod more emphasis on procurement systems)

(b) Horticultural/Herbal Nursery

Director (NR) Shri.M. Abdulkareem, presented the status of implementation of nursery units. (Table is annexure-7). Group formation is in progress in many municipalities. Training for the group members are also being organised in Kannur, Kasargod, Malappuram and Trivandrum in the month of October 2000. Director (NR) indicated that if required, training can also be arranged for the groups coming up in other districts in association with agricultural departments, universities and other research organisations.

(Action: Director (NR) & All DMCs)

(c) Ethnic Delicacies

Shri.M.Nandakumar, Director (SR), briefly explained the present position in implementation of the units. Though there is progress in this item it is to be expedited. Data given in annexure-8. The targeted number of units is 45 whereas the units started is only 19

covering all districts. Director (SR) requested all DMCs for the concerted efforts in achieving the target.

(Action: Director (SR) & All DMCs)

Other items in Seven Wonders could not be reviewed due to lack of time and hence it would be done in the next PRM.

(Action: Other officers anchoring Seven Wonders)

VI. PRESENTATION BY REGIONAL DIRECTORS:-

The Executive Director instructed all Regional Directors to hold discussion with the DMCs and ADMCs in their regions, time for discussion limited to 30 minutes, on performance of SJSRY schemes, specific problems encountered in their regions and future programmes in extending Kudumbashree activities to rural areas. After the discussion, Directors of Central Northern and Southern regions made their presentations. District -wise status of USEP & DWCUA units given in Annexure-12.

a. Director (CR):-

Explained the status of SJSRY - DWCUA, USEP and NSDP schemes in the districts coming under central region. In general the expenditure is only 30% or less. He also stated that in certain Municipalities especially Kottayam, the CDS is not capable of processing and forwarding the application of DWCUA units to Banks. After the presentation of Director (CR), PO (UPA) informed that performance of SJSRY in Central Region is not picking up as is planned earlier. The Non-submission of Action Plan for 2000-2001 was cited as an example for the slackness. He further requested to convene a meeting of all concerned at the Regional level wherein Executive Director and DMA could participate as this meeting would help to speed up the implementation process. Director (CR) informed that there was no need for a such meeting as he was hopeful of achieving the phasing well within the expected time. He further remarked that the phasing itself was an exercise which would not give any results. He also disputed the veracity of the figures presented by PO (UPA) regarding the achievements of other regions. Executive Director intervened and informed that the phasing was done after a series of exercise both at District and Regional level on a participatory method and it was not a unilateral decision. The performance projected was only based on the figures furnished by DMCs, the copies of which might have been available with Director (CR) for verification. It was also not fair to find fault with others for covering the low profile of central region, he added. He invited attention of all to the collective dreaming session held on 12th May 2000. in which it was decided that all unspent balance of SJSRY was to be utilised before November 2000

and the allocation for 2000-2001 to be completely utilised before December 2000. The rationale for such decision was that all the banks would be busy during the months of February and March 2001 being the close of the financial year. Further, the possibility of General Election to the Assembly may paralyse the entire development process in the State and it was necessary to adhere strictly to the phasing so that implementation could be completed before January 2001.

Regarding future programmes, he stated that, in urban areas of central region ½ day training will be arranged for elected functionaries in Municipalities. Elected *Vanitha* members' training will also be arranged before 10th December under the sponsorships of UNICEF.

b. Director (NR):-

Briefly outlined the position of SJSRY/ DWCUA/USEP schemes implementation in the districts under northern region, as on 30-9-2000. The phasing of DWCUA units in northern region is 168 whereas the achievement is only 36. Group formation is over for 106 new units. (Table in annexure 10 &11). 571 applications under USEP were cleared where phasing in 2602. Pending applications in Banks is 1395.

The future programmes are as follows:-

- 1) Meeting/.Training for Project Officers in Municipalities will be held at regional level in the month of October 2000.
- 2) Newly elected members of Panchayats will be given training at District level in the month of October 2000.
- 3) Co-ordinators/implementing officers training will be organised at regional level at Taliparamba and Calicut.
- 4) Municipal Councillors will be given training at CDS level in the month of October.

The following suggestions were also put forth by Director (NR):-

- (i) To make available necessary byelaw for registering NHGs in Grama Panchayats
- (ii) Model thrift register may be made available
- (iii) The module for training in Panchayats may be prepared at State level and made available at Regional level.

c. Director (SR):-

Director (SR) highlighted the major achievements of southern regions during the months of August and September. He also pointed out that Kudumbashree food festival held in Trivandrum in the month of September was a grand success.

On DWCUA units, in a span of 2 months 17 units have come up in South Region out of which 8 units are in Trivandrum and 5 units in Kollam.

80 more units will be setup in a months time (details in annexure-13).

The details showing Region-wise achievements of various components of SJSRY is attached in annexure-14.

VII OTHER ITEMS:

1. Shri.G.Vijayakumaran Nair, Administrative Officer, reminded the District Offices to quote the reference number and date of the correspondence with Head Office for any follow ups. He further stated that in future when ADMCs/DMCs are being selected for training, prior intimation to be given to the officers concerned and a copy marked to their immediate superior officer for information and necessary action.
2. As per G.O.(Rt) No. 782/2000/LSGD dated 22-2-2000, administrative section was accorded for the conduct of State-wide survey for the identification of the poor in Urban areas using non-economic risk indices. The Director of Municipal Administration was directed to organise and monitor the survey. The expenditure was ordered to be limited to 2% of the SJSRY fund earmarked for survey. In furtherance of the above order, Government have issued orders in G.O.(MS) 223/2000/LSGD dated 27-7-2000 fixing the modalities of the proposed Urban Household Survey.

As per G.O., the DMCs and the ADMCs of Kudumbashree are members of the District level Committee under the Chairmanship of District Collector, which will meet at least once in a week to assess and monitor the progress of the survey. They should render all assistance for the satisfactory completion of the survey in their respective Municipalities.

3. Municipal Secretary is the District level Convener for survey. However district level training for survey is to be organised by DMC and Municipal Secretaries.

Summing up, the Executive Director informed all DMCs that any delay at Municipality level for transferring the UPA funds may be intimated to Head Office, immediately.

(Action: All DMCs Time:7days)

Similarly, the SJSRY funds in Municipalities upto the financial year 99-2000 has to be utilised by the end of November 2000. For this, the pending applications for DWCUA/USEP shall be cleared by the end of October 2000. Fresh applications (50% extra) utilising the balance fund may be submitted to banks by the end of November 2000. Since the banks will be busy during January/February, proper follow up shall be taken before that.

Detailed strategy and modalities are to be worked out for this:- Supervision - Regional Directors.

(Action: All DMCs)

The meeting came to end at 8.35 p.m.

**Executive Director
Kudumbashree**