

Action Plan- TBSDAS(Transaction Based SHG Digital Accounting System)

Sl. No	Activity	status as on 4.10.2017	Steps to be taken	Monitoring Responsibility	Completion date	Status as on jan 29th
1	NHG profile Creation	80% is completed. This is on progressing at CDS level	*	Manager(mis), ADMCs(mis&mf), DPM(mf), Block Coordinators	Oct 20th	85% completed. Work is delayed due to issues in nrlm portal and election works. Expected to complete it by Feb 28th
2	Laptop & Dongle procurement	1)308(out of 940) Laptops&dongles are purchased at CDS level 2) 146 CDSs are ready to purchase, but fund shortage is the main issue. 3) Issues of 176 CDSs, is not submitted 4) member secretary non-cooperation, long leave/vacant of cds accountant and/or member secretary issues exists in 30 CDSs	1) Fund shortage issue is to be solved at state mission level. 2) CDS accountants vacant/long leave issues is to be solved at district mission level 3) Member secretary non-cooperation is to be solved at state mission level	Manager(mis), ADMCs(mis&mf), DPM(mf), Block Coordinators	Oct 20th	933 laptop&dongles are purchased out of 940. Only 7 laptops are on pending. It will be completed by Feb 15th
3	TBSDAS(Transaction Based SHG Digital Accounting System)	1. Second phase training of CDS accountants and RPs started 2.Guideline(SOP) preparation is progressing	1.Additional rental Laptops to be hired at CDSs based on fund(tbsdas-training) 2.Addtional RPs to be hired at CDS 3. Data collection format is to be generalized for both TBSDAS and E-Sakthi softwares 4. E-Sakthi Animators at forthcoming rollout area (Kannur, Malappuram, Kottayam Idukki) can be used for data collection/entry process. 30NHGs/animator can be used for this	Manager(mis), MF team	Dec 31th	1.SOP(guideline) is prepared and shared to districts. As per SOP, training and monitoring is conducting at districts. As per the decision of nrlm writeshop, completion date is extended to FY 2018-19. One help desk staff(daily wages) for tbsdas phone

			<p>purpose.</p> <p>5. Systematic monitoring system is required using standard operating procedure which includes roles and responsibility of CDS accountants, BCs, nrlm accountants, DPMs, ADMCs and state mission mis & mf team</p> <p>6. One help desk staff (daily wages) for tbsdas phone support is required.</p>			<p>support is selected; will be posted on February 2nd week.</p> <p>2. As modification is required on data collection format, it will be shared on Feb 1st week.</p>
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***Steps to be taken**

- 1) Review of CDS accountants & Block coordinators regarding above activities, is to be conducted at District missions.
- 2) BCs should examine nrlm reports daily and may review this at each CDS visit