

IN THE HIGH COURT OF ORISSA: CUTTACK

W.P.(C) NO. 13403 OF 2015

Sri Bipin Bihari Pradhan ... Petitioner.

- Versus -

State of Odisha and others ... Opp. Parties

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CUTTACK

Date: 23.02.2022

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For AC

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DEPARTMENT OF SOCIAL SECURITY & EMPOWERMENT OF PERSONS WITH DISABILITIES
RESOLUTION

The 23rd February, 2021

Subject— An umbrella scheme for Rehabilitation of Cured Leprosy Persons.

1. **INTRODUCTION:** Persons, cured of Leprosy are often distanced from the society. Persons experiencing destitution of this kind live in a vicious cycle of poverty, homelessness, powerlessness, stigmatization, discrimination, exclusion and material deprivation, all of which mutually reinforce each other. The Supreme Court of India while hearing Pankaj Sinha case (2014) has issued several directions to the Union as well as the State Governments for welfare of the Cured Leprosy Persons. Social Security & Empowerment of Persons with Disabilities (SSEPD) Department, Government of Odisha seeks to create an environment that provides them equal opportunities, protection of their rights and full participation in society. The SSEPD Department, as part of an integrated initiative for Cured Leprosy Persons promotes the new umbrella scheme "**Rehabilitation of Cured Leprosy Persons**" for their protection, care and rehabilitation in a mission mode with manifold objectives.
2. **OBJECTIVES:** To ensure equitable justice for Cured Leprosy Persons, the "Rehabilitation of Cured Leprosy Persons" scheme will focus on the following broad objectives:
 - (1) Ensure equal opportunities, equity, social justice & empowerment of Cured Leprosy Persons.
 - (2) Promote voluntary action and participation of all stakeholders for ensuring effective implementation of the scheme.
 - (3) Rehabilitation of Cured Leprosy Persons and create facilities for providing appropriate rehabilitation services.

(4) Promote individual and group initiatives by Cured Leprosy Persons for employment, self-employment and other socio-educational services.

(5) Assistance to children of Cured Leprosy Persons and encourage mainstreaming of their daughters.

3. **STRATEGY:** For mainstreaming and actualizing their potential, following activities will be taken up:

(1) Survey and identification including issuance of required Certificates and multipurpose smart cards to them.

(2) Promote health status through health insurance and supply and fitting of mobility aids to the Cured Leprosy Persons.

(3) Facilitate education through pre and post-matric scholarship for education of their children.

(4) Provide livelihood support through skill development training, supply of self-employment kit and formation of self-help groups.

(5) Set-up Rehabilitation and Counselling Centers for facilitating rehabilitation of Cured Leprosy Persons.

(6) Sensitization of workers & activists, community awareness campaign and conduct research & documentation on leprosy.

4. **PROGRAMME COMPONENTS:** The scheme of protection, care and rehabilitation of Cured Leprosy Persons aims at providing comprehensive rehabilitation support to all the target groups. The scheme will have the following programme components:

(1) Survey & Identification

(2) Assistive Devices

(3) Assistance to Parents

(4) Pre & Post-Matric Scholarship

(5) Skill development training

(6) Self-employment kit

(7) Self Help Group

(8) Rehabilitation Centres

(9) Mainstreaming Award

(10) Marriage Incentives & Support

(11) Sensitization of Workers & Activists

(12) Community Awareness Campaign

(13) Research & Documentation

5. **SURVEY & IDENTIFICATION:** Formal estimation of the number of cured leprosy persons living in Odisha is yet to be conducted. The Department therefore proposes to conduct survey and identification of Cured Leprosy Persons in the State from time to time.

6. **ASSISTIVE DEVICES:** Cured Leprosy Persons who loose limbs and acquire deformities due to Leprosy and other accidental situations face difficulties in normal mobility. They require MCR shoes, wheel chairs, auxiliary crutches and other mobility and cosmetic appliances for their smooth mobility and protection from post-leprosy decay. Under this scheme provisions will be made for fitment of both fabricated and readymade appliances by network of fitment centres and DSSO offices. Rates as determined under BBSA scheme for different appliances are applicable for procurement and supply of such appliances and fitment to LCPs.

7. **ASSISTANCE TO PARENTS:**

(1) **Need for Supportive Money:** Parents/ guardians need to be well informed in order to support their children, setting aside their discomfort and deeply held normative attitudes. Parents should be alert to the risk of the children facing bullying and other violence outside the home — in the extended family, at schools, on the playground, and support them accordingly. They also need to take cognizance of the escalation in stress and discrimination faced by children of Cured Leprosy Persons. Counselling and other mental health services that affirm the child's inferiority complexes are needed for the child as well as their parents. Support groups help parents to overcome social taboos and realize that they, as parents, are not alone. Additionally, existing for a such as the Anganwadi Centres, Self-Help Groups and Bharat Nirman Volunteers (BNVs) may be involved in awareness generation. Financial assistance will be provided to the parents of Cured Leprosy Persons in order to support such parents in successfully bringing up their children against societal intolerance, stigma, discrimination and violence. It shall also act as a feeder program for the component of pre- and post-matric scholarship.

(2) **Eligibility:** For purpose of claiming financial assistance, the following criteria shall apply:

- (a) Parents are permanent domicile of Odisha.
- (b) The age of the child is less than 18 Years.
- (c) In case of death of the parent, supportive money will be made available to the guardian subject to production of the relevant Certificate of guardianship obtained from Competent Authority.

(3) **Extent of Assistance:** Assistance under the head will be provided to parent at the rate of Rs 1000/-(rupees one thousand only) per child per month and can be paid till the child attains the age of 18 years.

(4) **Modus of allocation/ sanction / disbursement of assistance:**

(a) The parents desiring to avail the assistance will submit an application as given in the **Annexure A** through the Block/ ULB Administration.

(b) The Block/ ULB Administration on receipt of such applications will verify the information given therein with reference to records available, and recommend for sanction to concerned DSSO.

(c) On the receipt of all such recommended applications, the concerned DSSOs will scrutinize the applications and get those sanctioned from the Collector as per rules and procedures.

(d) DSSO, as the case may be, after sanctioning the assistance, will place Block and ULB wise requirement of funds to SSEPD Department at the beginning of the financial year.

(e) After sanction of the assistance amount, the DSSO will ensure that bank account is opened in post office or scheduled commercial bank in the name of the child jointly with father / mother/ guardian.

(f) The District Social Security Officer (DSSO) will see that such requirement reaches him / her by the given date line.

(g) After receipt of requirement from the DSSO, the Department will release funds in first allotment to the DSSOs & fund will be remitted to concern child directly.

(h) After disbursement, the DSSOs will submit consolidated UCs to the Department by the 31st March with due countersignature of the Collector.

(i) The DSSOs will make online entry of data on parents assisted including information on the children of Cured Leprosy Persons including leprosy affected persons.

8. **PRE & POST-MATRIC SCHOLARSHIP:** Financial assistance will be provided to the Cured Leprosy children and children of Cured Leprosy Persons studying at pre- and post-matriculation or post-secondary stage to enable them to complete their education. These scholarships are for studies in India only and are awarded where the applicant is studying.

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- (1) **Scholarship:** Applications will be submitted in prescribed format to the DSSO with certification/ recommendation by head of the educational institutions. Eligible students will get scholarship for a maximum period of 10 months in an academic year. Students availing scholarship from either the Central or State Govt. under any other scheme shall not be considered.

- (a) Rate of scholarship

Sl. No.	Category	Rate/ PM
1	Pre-Matric (From Std. V to X)	800
2	Post-Matric (From Std. XI –XII)	1,000
3	General Graduate/ Post Graduate Courses	1,500
4	Professional Degrees/ Diplomas/ Certificates	2,000

- (b) DSSOs will scrutinize the applications and shall submit requirement of funds to the Department by end of September. After receipt of the funds DSSOs will remit the scholarship to the accounts of the students with the approval of Collector.
- (c) The scholarship required will be remitted in advance for one year in question and roll over to the next academic session.
- (d) The utilization Certificate on the expenditure shall be submitted by the DSSO along with proof of remittance with due counter signature of Collector to the Department by 28th February of each year.
- (e) Efforts should be made to utilize funds in the same year. In exigencies the undisbursed balance amount should be rolled over for next year payment and shall be utilized first.

- (2) **Conditions of Eligibility:**

- (a) The applicant is a *bona fide* resident of Odisha.
- (b) The applicant is either a child cured of leprosy or a child of a cured leprosy person.
- (c) The applicant is a regular student of recognized educational institutions.
- (d) The applicant shall have family income of not more than Rs. 2,40,000/- per annum.
- (e) The applicant is not in receipt of any financial assistance from State Govt./ Central Govt. under any other scheme.

(3) **Modus of allocation/ sanction / disbursement of scholarship:**

- (a) Application as given in the **Annexure B** will be submitted through the head of institutions immediately after taking admission.
- (b) The head of institution on receipt of such applications will verify the information given therein with reference to records available, and recommend for sanction to concerned DSSO.
- (c) On the receipt of all such recommended applications, the concerned DSSOs will scrutinize the applications and get those sanctioned from the Collector as per rules and procedures.
- (d) DSSO, as the case may be, after sanctioning the scholarship, will place Block and ULB wise requirement of funds to the Department under intimation to the Collector concerned.
- (e) After sanction of the scholarship amount, the DSSO /head of the institution will ensure that bank account is opened in the name of the candidate in case the candidate is 18 years of age or above, or a joint account in the name of father / mother/ guardian of the candidates in case the candidate is below 18 years.
- (f) The District Social Security Officer (DSSO) will see that such requirement reaches him / her by the given date line.
- (g) After receipt of requirement from the DSSO, the Department will release funds in first allotment to the DSSOs & they will remit the fund to the students directly.
- (h) After disbursement, the DSSOs will submit consolidated UCs to the Department by the 31st March with due countersignature of the Collector.
- (i) The scholarship will be payable from the month of admission up to end of the academic session including the month of examination subject to maximum of 10 months in an academic year.
- (j) For continued absence for a period not exceeding three months, the scholarship shall be paid in full, provided that the absence is on health ground. In case of continuous prolonged absence without justified reasons, the DSSO concerned shall take a decision after making an inquiry.
- (k) The DSSOs will make online entry of data on students including information on passing out from the course followed with certification.

9. **SKILL DEVELOPMENT TRAINING:** Skill Development, is essential for Cured Leprosy Persons to get wage/self-employment and for higher earnings, and/or

improved working conditions, such as getting formal certification for hitherto informal skills, and/or moving from informal to formal sector jobs or pursue higher education/training. Trainings will be provided to Cured Leprosy Persons to enable them to start income generating activities on their own or get gainfully employed in some sector or the other. Soft skills (which would include computer literacy, language and workplace inter-personal skills relevant for the sector/trade) will be an integral part of the skills training process and will be suitably integrated into the course modules. All Skill Development courses offered under the scheme framework will conform to the standards prescribed under National Skill Qualification Framework (NSQF). Funds under skill development in different trades under NSQF approval will be available at the rate as determined by Ministry of Skill Development and Entrepreneurship.

(1) Eligibility

- (a) A beneficiary should be a person in destitution above 18 years of age.
- (b) Beneficiaries whose parents'/ legal guardians' income from all sources including the income of the beneficiary does not exceed Rs. 2.40 lakhs annually.

10. **SELF EMPLOYMENT:** Cured Leprosy Persons will be provided Self Employment Kits depending upon their trade requirement so that they can start their business from small scale or home-based units and earn livelihood for themselves and their families. For this purpose, such potential Cured Leprosy Persons can be identified along with the trade they are interested in pursuing and can be provided Self Employment Kits. The composition of kits and categories of kits which can be provided will be finalized in consultation with the SSEPD Dept. by the concerned DSSOs before procurement. Group endeavour for generating self-employment based individual income including production; marketing, service centres etc. can also be promoted by the beneficiaries. The projects must ensure the object of providing individual income to the members of the group. Such proposals must contain details of the activity, minimum ensured income per member etc. Projects not exceeding one time investment of Rs. 20.00 lakhs will be considered.

11. **SELF HELP GROUP:** Group based business activity can be good option for the Cured Leprosy Persons. The SHGs duly constituted by not less than 5 members (both males & females) and registered with DSSOs will be supported with one-time assistance of Rs.50,000/- for initial activity support and start-up capital. The programme envisages providing skill upgradation, entrepreneurship development training, book keeping and accounting, knowledge of market and some basic skills about activity etc. DDRGs/

NGOs / Voluntary Agencies / Development Agencies/ ITIs and RUDSETI type institutions/ capable agencies with good track record and professional competence to successfully implement such training.

12. **REHABILITATION CENTRES:** Cured Leprosy Persons, apart from training, medical support, shelter etc. also requires emotional and psychological support, and encouragement as well as personality development training. For this purpose, rehabilitation centres will be set-up with composite service facilities including skill training in different trades, personality development, yoga, soft skills education, counselling and other services. The centres will have facilities of residential training, farming activities, and psycho-social motivation for coming out of the State of destitution and reintegration with the mainstream society. The rehabilitation centres will strive to assist the Cured Leprosy Persons for engaging them in meaningful and sustainable activities as a measure of rehabilitation and livelihood support.
13. **MAINSTREAMING AWARD:** Cured Leprosy Persons are forced to live in solitude and often found indulged in soliciting or receiving alms in a public place in humiliating conditions. The Cured Leprosy Persons in process develop psycho-social problems and even develop sense of insecurity and inferiority complexes which at times prevent them from mainstreaming. In many cases in the initial period of mainstreaming effort many of the Cured Leprosy Persons find it difficult to continue in mainstream life even after availing packages of rehabilitative services. To ensure a long-term incentive and support the Cured Leprosy Persons they are required to be awarded incentives. The Cured Leprosy Persons returning successfully to mainstream society will be recognized as a role model for others and will be awarded with cash as may be determined from time to time.
14. **MARRIAGE INCENTIVES & SUPPORT:** Cured Leprosy Persons are often forced to stay out of the social circle along with their children. These persons experiencing destitution live in a vicious cycle of poverty, powerlessness, stigmatization, discrimination, exclusion and material deprivation, all of which mutually reinforce each other. The Cured Leprosy Persons have to face the challenge in getting their daughters married to persons in mainstream social life not only due to social taboos attached to them but also due to poverty and powerlessness. Cured Leprosy Persons getting their daughters married in mainstream social life are required to be facilitated for the purpose. This component envisages supporting such parents for marriage of their daughters. The support amount for this purpose will be limited to Rs. 50,000/-.

The applicants have to apply for assistance in the prescribed form at **Annexure - C** for consideration and sanction.

15. **SENSITIZATION OF WORKERS & ACTIVISTS:** Issues concerning Cured Leprosy Persons is a cross cutting issue for many line departments and a number of officers and staff of SSEPD and other departments are involved in providing different services to the Cured Leprosy Persons. Many of employees due to lack of adequate basic knowledge and information of problems and issues faced by the Cured Leprosy Persons are unable to handle the matters. To address the issue special provision has been made to sensitize Govt. officials, NGO heads, PRI members, corporate managers and such other officials on issues relating to Cured Leprosy Persons.

16. **COMMUNITY AWARENESS:** Services and infrastructure for rehabilitation of Cured Leprosy Persons are to be promoted and institutions in Govt., NGO and even corporate sectors are to be encouraged to come forward to work for the Cured Leprosy Persons. But due to want of proper information on availability of services for them a major section of Cured Leprosy Persons is unable to take the benefit of those available services. To sensitize the Cured Leprosy Persons and their families on services, schemes and programmes available for them and educate the community at large. Under this head following activities will be admissible:

- (a) IEC material preparation (print/ electronic)
- (b) Organization of fairs/ festivals
- (c) Publication of magazines/ news letters
- (d) TV/ Radio/ Print media publicity
- (e) Cultural shows/ street plays
- (f) Community level meetings/ campaigns
- (g) Posters, Hoardings, Banners
- (h) Events for Cured Leprosy Persons (sports/cultural)
- (i) Such other awareness activities

17. **RESEARCH & DOCUMENTATION:** Destitution is a situation of extreme vulnerability with multiple dimensions. Much can be learned about the experience of Cured Leprosy Persons by studying how they are living, socializing and advocating for their rights across different social and political conditions. Similarly, documentation on rehabilitation models and initiatives is another arena of concern. For this purpose, the Dept. proposes to support such research and documentation activities.

18. ROLES OF FIELD LEVEL FUNCTIONARIES:

(1) ROLE OF DISTRICT ADMINISTRATION: District Administration will coordinate and converge the programmes and schemes of the Government for promoting comprehensive rehabilitation of the Cured Leprosy Persons in the District. District Administration needs to undertake a detailed survey to identify all Cured Leprosy Persons living in the District so that an action plan to cover each person by appropriate benefits can be drawn up. Most of the problems of the Cured Leprosy Persons could be dealt with by effectively bringing them into the fold of Government schemes that already exist. However, benefits under most of the schemes are not reaching to the Cured Leprosy Persons because there is very little awareness among the implementing officers about the Cured Leprosy or even earmarked funds under various schemes for Cured Leprosy Persons. Roles may include:

- (a) Survey and identification of all Cured Leprosy Persons and creation of detailed database.
- (b) Convergence and synergy among various development schemes for Cured Leprosy Persons such as homestead land, housing, Adhaar Card, Ration Card etc. .
- (c) Facilitate enrollment of all Cured Leprosy children and children of Cured Leprosy Persons in schools, disbursement of scholarships and skill training of youths in destitution.
- (d) Health care and restoration of their physical strength by diagnosis and treatment of their diseases and promote universal health insurance coverage.
- (e) Ensure coverage of Cured Leprosy Persons in all programmes and schemes, employment and self- employment etc. and support for tool kits and CMRF assistance
- (f) Provide opportunities to all Cured Leprosy Persons for redressal of grievances, settlement of issues concerning guardianship and justice.
- (g) Training programmes can be organized on livelihood creation.
- (h) Enroll all Cured Leprosy Persons in different social security programmes and develop social identity of Cured Leprosy Persons.
- (i) Promote participation of line departments, NGOs, Red Cross and other CSR agencies in the process of rehabilitation of Cured Leprosy Persons.

(2) **ROLE OF BLOCK/ ULB ADMINISTRATION:** Block/ Urban Local Body Administration are expected to coordinate and converge the programmes and schemes of the Government for promoting comprehensive rehabilitation and due rights and opportunities for the Cured Leprosy Persons in their respective jurisdiction through:

- (1) Coverage of Cured Leprosy Persons under different schemes of poverty alleviation, housing, pension etc.
- (2) Sensitization of local leaders and PRI members on rights and issues concerning Cured Leprosy Persons.
- (3) Participation of CBOs, BNVs, and other stakeholders at the grass root level.
- (4) Survey and identification of Cured Leprosy Persons, implementation of schemes and instructions issued by the Department/ District Administration.

19. **BUDGET PROVISION & UTILIZATION:**

- (1) The Collector of Districts concerned should place the estimated budget requirement for respective districts well in advance to the SSEPD Department for release of funds.
- (2) Before placing requirement, Collector may assess the ground level activities and allow modifications/ changes in expenditure and in special cases programmes to meet the objectives of the scheme.
- (3) In case of NGOs the application/ request for funds shall be submitted to SSEPD Department in prescribed *pro forma* enclosed in **Annexure- D** along with supporting documents and recommendation of District Level Project Appraisal Committee (DLPAC).
- (4) Proper record of beneficiaries, the acknowledgement of receipt of appliances by them, the tender procedure followed etc. should be maintained as per government financial procedures. Utilization Certificates for the programme/ project should be sent to the Director SSEPD by 31st March of the ongoing financial year.
- (5) Similarly, the NGOs shall submit utilization Certificate (**Annexure-E**), audited statement and report cards along with such other documents as may be asked for. All soft copies must be sent to the Director, SSEPD at ssepsec.od@nic.in within one month of completion of programme/ activity.

By Order of the Governor

BHASKAR JYOTI SARMA

Commissioner-cum-Secretary to Government

Annexure -A

**APPLICATION FOR AWARD OF FINANCIAL ASSISTANCE TO CURED LEPROSY
PERSONS / GUARDIAN FOR THEIR CHILDREN**

1. Name of Child :
2. Date of Birth (enclose birth certificate) :
3. Caste/ Sub Caste :
4. ADHAAR Number of Child if any (enclose copy) :
5. Parent's Name :
6. Address :
7. Applicant's name & address (if applicant is other than parents) (enclose Certificate of guardianship obtained from Competent Authority) :
8. If continuing education : mention class and school name & address (enclose studentship certificate from head of the institution) :
9. Family Income per annum : (please enclose Income Certificate) :
10. Any other information : applicant wishes to provide

Affix Passport size
photograph

I hereby declare that information provided above is true to the best of my knowledge and I am aware that providing wrong information will make me liable to legal action and recovery of support money amount.

Date:**Name & Signature of the applicant****Place:****Name & Signature of Parent/ Guardian**

**APPLICATION FOR AWARD OF SCHOLARSHIP TO
CHILD CURED OF LEPROSY & CHILDREN OF CURED LEPROSY PERSONS**

(for education after IV standard)

1. Name of the Candidate :
2. Address :
3. Date of Birth/ Sex :
4. Father's name, :
5. Family Income per annum (please :
enclose Income Certificate)
6. Details of last examination passed :
(enclose mark sheet and certificate
thereof)
7. Course/ Class of education for :
which scholarship applied for
(academic session, duration, &
date of admission)
8. Name and address of the :
institution where course is under-
taken
9. Whether hosteller or a day scholar :
please specify
10. Details of Scholarship / Stipend / :
financial assistance being received
for the same course (if any)
11. Any other information applicant :
wishes to provide

<p>Affix Passport size photograph duly attested by the head of the institution</p>
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I hereby declare that information provided above is true to the best of my knowledge and I am aware that providing wrong information will make me liable to legal action and recovery of scholarship amount.

Date:

Name & Signature of the applicant

Place:

Name & Signature of Parent/ Guardian

(TO BE FILLED IN BY INSTITUTION)**Recommendation of the institution**

(only one application per student is to be recommended)

1. Certified that Shri/Kum./Smt. _____ is studying course of _____ which is (please tick the relevant or specify) Elementary/ Secondary/ Higher Secondary/ Diploma / Degree / PG level study / any other (please specify _____) and is presently studying in -

(Tick whichever is applicable)

Ist Year	IInd Year	IIIrd Year	IVth Year

Total duration of the course is _____.

2. The information furnished above by the student is in order and correct as per records of the Institution.
3. The student is receiving scholarship / financial aid / stipend from _____ / not receiving any scholarship / financial aid / stipend from any other source as per records of the Institute
4. General conduct of the student is satisfactory/ unsatisfactory
(please strike out whichever is not applicable)

**Signature & Name of Head of
Institution / Registrar / Dean**

Date: _____

Place: _____

Seal of the Institution

Certified that the applicant is not receiving any financial assistance from State Government/ Central Government under any other scheme.

Place: _____

Date: _____

Signature of Block Development
Officer/ Executive Officer NAC/
Municipality

**APPLICATION FOR ASSISTANCE TO CURED LEPROSY PERSONS/
GUARDIAN FOR MARRIAGE OF DAUGHTERS**

A Details of Parents

1. Parent's Name :

(in case of guardian enclose
Certificate of guardianship
obtained from Competent
Authority)

2. Address :

3. ADHAAR Number of parents :

(enclose copies)

B Detail of Daughter

1. Name of daughter :

2. Date of Birth (enclose birth
certificate) :

3. ADHAAR Number :

(enclose copy)

4. Educational Status :

5. Employment Status :

C. Other Information

1. Name & Address of Groom with
whom marriage is fixed :

2. Scheduled date of marriage :

3. Any other information applicant
wishes to provide :

UNDERTAKING

- a. I hereby declare that information provided above is true to the best of my knowledge.
- b. I have not claimed benefit under this scheme earlier.
- c. I am aware that providing wrong information will make me liable to legal action and recovery of support money amount.

Date:
Place:

Name & Signature of the applicant

Name & Signature of Parent / Guardian

Form of Application for Grant –in-Aid to NGOs/ VOs

1. Financial Year for which Grant –in- Aid Requested for :
2. Project for which Grant –in- Aid applied for (enclose detail project proposal & beneficiary list) :
3. Amount of Grant-in-Aid applied for (enclose detailed estimate) :
4. Name & complete address of managing organization (PIN Code, Phone, Fax, website, Email etc.) :
5. Date of Establishment :
6. Registration Details (Act under which registered with no. & date) (enclose copies of certificates & By-laws) :
7. If registered under FCR Act, registration number, date & validity period (Enclose copy) :
8. Registration under Income Tax Act 1961 (PAN number, 12 AA, 80G etc.) (Enclose copies) :
9. Registration under PWD Act 1995 and NTMR Act 1999 (enclose copies)/ Others (Specify) :
10. Details of Governing Body/Managing Committee of the Organization (in the format) :
11. Financial status of the organization (enclose auditor's report & balance sheet with IT return certificate for last 3 years.) :
12. Whether separate project -wise accounts have been maintained for grants sanctioned earlier? :
13. Whether principle of joint operation of Bank Accounts is being followed? :
14. Details of assets of the organization (in format) :
15. List of available professional staff with RCI registration number :

Sl. No.	Name & Address	Occupation	Tel. No.	Educational Qualification

Sl.	Items	No. of Units	Value

Sl.	Name & Address	Qualification	RCI Registration Number

16. Activities/ programmes of the organization (please enclose latest annual report)

:

17. Projects/ programmes under implementation (in format)

:

Sl.	Project Name	Location	Beneficiaries (category & no.)	Project cost
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18. Weather the organization is ever black listed or charge sheeted by any Authorities? If yes details thereof.

:

19. Details of Bank Account (with branch address, account number, IFSC/ RTGS code etc.)

:

20. Name and address of contact person with mobile & email address

:

21. Utilization Certificate in respect of last year's GIA submitted or not. Enclose a copy of the same.

:

22. Any other (specify)

:

Date:

Signature of Secretary/ President with Seal

FORM O.G.F.R. 7 A

(See rule 172)

Form of "Utilization Certificate for the Year _____

I hereby certify that the grant placed at my disposal/at the disposal of in the year,.....and the amount available for expenditure during the said year were as follows :—

- I. (a) Unspent balance at the end of the year : Rs.
 (b) Grant received during the year of : Rs.

Quote the number and date of authorization issued by Accountant-General, Odisha. Whenever

it is dependent on such Authority and in other cases only the number and date of sanction and designation of sanctioning Authority.

(F. D. Memo. No. 30007-(144) F-, dated the 22th July, 1962)

Total : Rs.

- II. Expenditure during the year
 (i) Out of unspent Balance as in 1 (a) above : Rs.
 (ii) Out of the grant referred to in 1 (b) above : Rs.
Total : Rs.
- III. unspent balance at the end of the year Rs.

2. I further certify that the expenditure of Rs. shown as expenditure in the year has been expended solely on under my charge within the Jurisdiction of - and for no other purpose and that the sum of Rs. (.....) shown as balance at the end of the year. is available for expenditure and no part or it has been diverted to other purposes.

Contd....p/2

// 2 //

3. I further certify that a list of works on which the expenditure Rs. has been incurred and the amount spent on each has been prepared and maintained in my office in the office of the

Dated, the of

Chairman/President/ Secretary

Dated, the

DISTRICT OFFICER

Dated, the

HEAD OF THE DEPARTMENT

MONTHLY PROGRESS REPORT

1.	Reporting Month	:	
2.	Programme/ Component	:	
3.	Programme Location	:	
4.	Implementing Agency	:	

Part I – Physical Progress

A	Skill Upgradation Training for Cured Leprosy Patients	Up to Last Month	Current Month	Total
1	Nos. admitted to Rehab Centre			
2	Nos. registered for training			
3	Pre-training Counselling			
4	Skill training			
5	Post training support			
6	Post training employment			
7	Post training Self-employment			
8	Post employment follow-up			
9	Others (Specify)			
B	SHGs	Up to Last Month	Current Month	Total
1	Nos. registered for SHG			
2	Number of SHGs formed			
3	No. of SHGs Opened Bank Account			
4	No. SHGs provided one time assistance			
5	Nos. covered under Skill upgradation			
6	Nos. of EDP Training Conducted			
7	Others (Specify)			
C	Others	Up to Last Month	Current Month	Total
1	Counseling Services			
2	Personality Development Training			

	Others (Specify)			
D	Community Awareness (IEC)	Up to Last Month	Current Month	Total
1	Meetings Conducted			
2	Street Plays organized			
3	Video Shows organized			
4	Events for Cured Leprosy Persons			
5	IEC material prepared			
6	Cultural shows/ competitions organized			
7	Publication if any			
8	Others (Specify)			

Part II – Special Aspects

1	Details of Notable Events	:	
2	Special Achievements	:	
3	Success Stories	:	Enclose Case History with Photograph/ Video
4	Problems, if any during	:	
5	Others (Specify)	:	

Part III – Financial Performance

A Receipts						
Sl. No.	Approved Budget (Head Wise)	Grants			Other Sources	Grand Total
		Receipts up to Last Month	Receipts during the Month	Total Receipts		
1						
2						
3						
4						
5						
	TOTAL					

B Expenditure							
Sl. No.	Approved Budget (Head Wise)	Grants available for the Year	Expenditure			Balance Available	Remarks
			Up to Last Month	During the Month	Total Expenditure		
1							
2							
3							
4							
5							
	TOTAL						

(Signature of Authorised Signatory)

Name: _____
 Designation: _____
 Dated: _____

ORDER

Ordered that this Resolution be published in the Extraordinary issue of the Odisha Gazette.

GUIDELINES ON

BHIMA BHOI BHINNAKSHYAMA

SAMARTHYA ABHIYAN

(BBSA)

(Revised as on 01.04.2018)

**(An Integrated Initiative for Empowerment
of Persons with Disabilities)**

BHIMA BHOI BHINNAKSHYAMA SAMARTHYA ABHIYAN (BBSA)
(An Integrated Initiative for Empowerment of Persons with Disabilities)

PROGRAMME COMPONENTS

1. Samarthya Sibir Abhiyan
2. Multipurpose Smart Card for PwDs
3. Supply & Fitting of Aids & Appliances to PwDs
4. Strengthening Aids & Appliances Fabrication Workshops
5. Operation of Mobile Fabrication Workshops
6. Assistance for Minor Surgeries to PwDs
7. Supply of Self Employment Kit to PwDs
8. Self-Employment Assistance
9. Support for Complicated Surgeries & Smart Appliances
10. Scholarship to Children of PwDs pursuing Higher Education
11. Free Coaching for Students with Disabilities
12. Organization of Job Fairs for PwDs
13. Equipped Mobile Vans for rehabilitation services
14. Strengthening SHGs of PwDs (Mission Kshyamata)
15. Skill Upgradation Training for PwDs
16. Livelihood Business Incubator
17. Disaster Relief & Rehabilitation
18. Community Based Rehabilitation (CBR) Programme
19. Sensitization of Workers & Activists on disability issues
20. Community Communication Programmes (IEC)
21. Legal Literacy, Counseling & Legal Aid
22. Research & Documentation on Disability Issues
23. Implementation of Rights of PwD Act 2016
24. Quality Learning Initiative for Children with Disabilities
25. Special Incentives to Meritorious Students

INTRODUCTION

The Constitution of India envisages equality, freedom, justice and dignity of all individuals including persons with disabilities. With the passage of time, there have been significant changes in the perception of the society towards persons with disabilities. It has been realized that a majority of persons with disabilities can lead a better quality of life if they have equal opportunities and effective access to rehabilitation measures. The earlier emphasis on medical rehabilitation has now been replaced by an emphasis on social rehabilitation. There has been an increasing recognition of abilities of persons with disabilities and emphasis on mainstreaming them in the society based on their capabilities.

India is a signatory to the Declaration on the Full Participation and Equality of People with Disabilities in the Asia Pacific Region and also a signatory to the Biwako Millennium Framework for action towards an inclusive, barrier free and rights-based society. India has ratified the UN Convention on Protection and Promotion of the Rights and Dignity of Persons with Disabilities (UNCRPD). The Government of India has enacted three legislations for persons with disabilities given below:

1. Rights of Persons with Disabilities Act, 2016 received the assent of the President of India on 27th December 2016 repealing the PwD Act, 1995, raising disability categories from seven to twenty-one. The Act provides for education, employment, creation of barrier free environment, social security, etc.

Persons with Disabilities covered under the new Act include the following categories:

- a) Acid Attack Victim, b) Autism Spectrum Disorder, c) Blindness, d) Cerebral Palsy, e) Chronic Neurological Conditions, f) Dwarfism, g) Hemophilia, h) Hearing Impairment, i) Intellectual Disability, j) Leprosy Cured Person, k) Locomotor Disability, m) Low-Vision, n) Mental Illness, o) Muscular Dystrophy, p) Multiple Sclerosis, q) Parkinson's Disease, r) Specific Learning Disabilities, s) Speech and Language Disability, t) Thalassemia, u) Sickle Cell Disease, and v) Multiple Disabilities.

2. National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disability Act, 1999 has provisions for legal guardianship of the four categories of disabilities and creation of enabling environment for as much independent living as possible.

3. Rehabilitation Council of India Act, 1992 deals with the development of manpower for providing rehabilitation services.

The Persons with Disabilities face constraints in accessing public services due to lack of certification to support their entitlement to avail of these services. Similarly, there is a lack of adequate assistive devices and appliances for their integration into the mainstream. State Government is committed to the welfare of Persons with Disabilities (PwDs). Census of India

2011 estimated the PwD Population of Odisha at 12, 44,402 accounting to 2.96% of the total population of the State which is 0.75% higher than the national average (2.21%). The Social Security and Empowerment of Persons with Disabilities (SSEPD) Department, Government of Odisha promotes the new umbrella scheme **Bhima Bhoi Bhinnakshyama Samarthya Abhiyan (BBSA)** to be operated in a mission mode with manifold objectives.

OBJECTIVES

The Department recognizes that Persons with Disabilities are valuable human resource for the society and seeks to create an environment that provides them equal opportunities, protection of their rights and full participation in society. To ensure equitable justice for PwDs the BBSA scheme will focus on the following broad objectives:

1. To create an enabling environment to ensure equal opportunities, equity, social justice & empowerment of persons with disabilities with focus on grass root PwD population.
2. To encourage voluntary action and participation of all stake holders for ensuring effective implementation of the Rights of Persons with Disabilities Act, 2016.
3. To expand outreach activities for rehabilitation of PwDs and create facilities for providing high-tech rehabilitation services.
4. To promote individual and group initiatives by PwDs for employment, self-employment and other socio-educational services.
5. To strengthen the existing implementation machinery and create facilities for coverage of all uncovered areas of the state for ensuring complete coverage of PwDs.

STRATEGY

The approach of this Scheme is to make available the whole range of services necessary for rehabilitation of persons with disabilities. With a view to include persons with disabilities in the mainstream of society and actualizing their potential, the thrust would be on the following key strategies:

1. Provision of certificates under UDID, smart cards and assistive devices to all Persons with Disabilities through organization of Samarthya Sibirs.
2. Supply and fitting of aids & appliances to all Persons with Disabilities in the state and assistance to Persons with Disabilities for minor surgeries, complicated surgeries & smart appliances.
3. Strengthening aids & appliances fabrication workshops for enhancing production capacity & repair of aids & appliances.
4. Provision for equipped mobile van service for providing services to PwDs at door step.

5. Socio-economic rehabilitation including promotion of group initiatives, supply of self-employment kits to PwDs & Community based Rehabilitation programmes.
6. Skill upgradation and entrepreneurship development training, organization of job fairs, pre-recruitment coaching, strengthening SHGs under Mission Khyamata.
7. Scholarship to children of persons with disabilities pursuing Higher Education.
8. Sensitization of Government employees & community through awareness generation and IEC activities.

SAMARTHYA SIBIR ABHIYAN

A disability certificate is a basic document without which the person is unable to claim the benefits of government schemes available for them. Secondly, the basic support of therapies, surgery, fitting of aids & appliances and self employment avenues as required by the PwDs is out of reach of most of them, especially in rural areas. The scheme is designed to cater to the needs of the PwDs for providing rehabilitation support and social security. Further, persons with autism will be provided disability certificates under the new guidelines issued by the State Government on 14th December 2016.

A. Strategy

This integrated scheme envisages for the organization of "Samarthya Sibirs" which is a single window approach for providing multi-sectoral services to PwDs, on a campaign mode within a given time frame throughout the State. The main elements are:

1. Pre-assessment of disability
2. Issue of disability certificate/ ID Cards/ Pass books
3. Income, residence, caste certificates/transport concession
4. Support for Corrective Surgeries
5. Empanelment of PwDs for Special Education/ Scholarships
6. Selection of PwDs for skill training/ bank linkage
7. Empanelment for Disability Pension & other Social Security Schemes
8. Supply & fitting of aids and appliances (mobility & educational)
9. Assistance for Self Employment Kits
10. Formation of SHGs

B. Location & Timeline

Samarthya Sibirs will be held in each block area by dividing the block into suitable numbers of clusters of gram panchayats as many times during the year as required. The camps will be organized in two phases in each location. In the first camp the process of

identification, issue of certificate shall be made and in the second camp the assistive devices will be provided as per the assessment made for each beneficiary in the first Camp. The sibir usually will be planned and organized throughout the year depending on the local needs and circumstances.

C. Eligibility

A Person with Disability (PWD) irrespective of age and category of disability may avail all or any of services as envisaged provided he/she has not availed the same previously.

D. Organization of Samarthya Sibir

a) Preparatory Activities

1. The Collector of the district shall organize the Samarthya Sibir through the concerned BDO/ EO of ULBs by coordinating with other Government officials, medical personnel and other agencies/ authorities/ NGOs/ persons.
2. Coordination meetings will be conducted at least one month before & periodically thereafter, with district level officers including CDMO, DSSO, SIDR/DDRC, DPC (SSA), and others to prepare the calendar of camps, cluster and phase wise and submit a copy of the same to the SSEPD Department at the beginning of the financial year.
3. The Collector will prepare a calendar of the camps so as to ensure timely start and completion. The preparatory work will be completed well in advance so that camps are conducted properly. Special focus should be given to organize camps at central locations with better connectivity so that maximum number of PwDs can reach the camp sites. In case of larger and inaccessible areas more than one camp may also be organized.
4. The calendar of camps based on the availability of medical and rehabilitation personnel for certification of each disability in the camps should be prepared in advance. If required, Collector may hire/requisition private specialists/agencies to assist such certifications. Honorarium for the same will be provided in the camp expenses.
5. Adequate publicity should be made sufficiently in advance at villages and Panchayat level through local Medias. Rs. 10,000/- has been provided for the purpose for each camp. Funds should also be dovetailed from other schemes for IEC purpose.
6. As mentioned in the objectives of the campaign, all out effort should be made to include all the left out persons with disability who have not got the certificates. Services of grass-root functionaries such as PRI members, Bharat Nirman Volunteers (BNVs), AWWs, ASHA Workers, Gaon Sathis, VLWs, ICDS Supervisors, BRTs,

Teachers, NGO workers, volunteers and others should be utilized in respect of their area so that maximum number of PwDs report for registration in the Sibir.

7. The PwDs in different institutions like special schools, orphanages, short stay homes, half way homes, residential schools, old age homes & day care centres will be well informed about the camps and encouraged to attend the Sibirs to take the advantages/ services as may be required by them.
8. Services of rehabilitation professionals working in SIDR/DDRCs, Hospitals, District Fitment Centres (DFCs), RBSK, & NHM under health deptt., Sarva Sikhya Abhiyan (SSA), Special Schools, Institutions running rehabilitation courses and service centres, NGOs, and other NGO operated schemes and centres will be utilized for Sibirs. Private- Public-People partnership may be encouraged to hold such sibirs in an effective manner and funds can be utilized for such activities wherever required.
9. Persons with severe &/or intellectual disabilities including autism; multiple disability & other such categories are often the one most denied the benefit of certification as they themselves cannot reach the camps. Such persons will be identified in each village, & special effort will be made to bring them to the camps.
10. The services of State Nodal Agency Centre (SNAC), Odisha under the National Trust may be utilized for mobilization of institutions registered with National Trust.
11. The unutilized funds under Samarthya Sibir head from earlier programmes will also be utilized during the current Samarthya Sibir Abhiyan.

b) First Sibir/ Camp

1. The camp site will include adequate arrangements for shelter, drinking water, waiting and toilets, etc.
2. There will be bold and legible signage from the entrance point onwards for the beneficiaries to move from one counter to the next. Adequate number of registration counters will be opened as this is the first point of contact, and there will not be unnecessary bottlenecks or delays at the entry point.
3. At the entry point adequate arrangement for preliminary screening of persons will be conducted & shortlisted cases only will be allowed to enter into the camps for avoiding unnecessary crowd at the assessment counters.
4. Penal provisions under Chapter XVI of RPwD Act 2016 should be displayed in form of Odia/ English stickers/ posters within and outside the Samarthya Sibirs. Arrangements will be made to prevent fake certificate holders/ persons attempting to avail fake certificates.

5. The registration counters will issue data sheet format, as per Annexure - 'A' to beneficiaries and direct them to concerned counters. The beneficiaries will render the filled-in data sheets to the office counter where it will be collected/ enlisted for future service delivery. The staff in charge of this counter will ensure that the data sheet is duly filled in and signed. The data sheet format will be the basis for documentation and follow up for the entire programme.
6. Computerized registration counters will be opened with at least two laptops and internet connectivity both at the entry and exit point for registration of PwDs attending Samarthya Sibirs. The entry point counter will register and provide registration slip and the exit point counter will record rehabilitation plans and services provided to PwDs.
7. There may be as many counters as required for different services during camp such as; registration, assessment, issue of disability certificate etc. The counters should provide barrier free access to PwDs.
8. The counters should be placed in a manner to ensure easy flow of beneficiaries from one counter to the other without overcrowding at one place. At all times, volunteers should be on hand to assist the PwDs move from one counter to the next.
9. The registration of the candidates will be done as per the categories of the disabilities, such as; visually impaired, speech/hearing impaired, orthopedically handicapped, leprosy cured persons, mentally retarded and mentally ill, CP, Autism and Multiple Disabilities etc.
10. The registered beneficiary will move with prescribed application to the Assessment/ Distribution Counters for evaluation of disabilities and requirement of aids/appliances and other services by medical/ rehabilitation professionals.
11. Application form for Disability Certificate, as per prescribed format of Government of India will be supplied in adequate numbers to community level workers/ volunteers so that they can collect the same beforehand duly filled in from all the PwDs requiring disability certificates.
12. If they are found suitable for certification (i.e. with 40% or above disabilities), they will be referred to photo counter, Medical Counter, ID card/Pass Book Counter successively.
13. The photo counter will provide these registered cases with as many passport photographs as required i.e. two photos each for disability certificate, ID card, Pass Book, Transport Concession and aids/appliances. In addition to the passport photo, the counter will provide full size photos showing the disability (locomotor) of the registered cases for the purpose of disability certificate and aids/appliances.

14. In case of the registered PwD having prior valid disability certificate, they need not be moved to Medical Examination counter. But their cases may be evaluated for requirement of aids/appliance & other services, if any, in the Assessment Counter.
15. Those having valid disability certificates but without ID cards/ passbooks will move to concerned counters for obtaining the ID card/passbook. While providing ID cards and passbooks, the relevant counters will see that the ID cards and cover page of passbooks as well as disability certificates are laminated.
16. In case of those referred to Medical Counter, the Medical Authorities will examine the cases and issue disability certificates after observing all formalities and making necessary entries in the relevant register. **CDMO should ensure arrangement of specialists/ medical personnel and the issuance of certificates to the PwDs in the Camp itself.** In case of shortage/ unavailability the CDMO may hire and utilize medical/ rehabilitation personnel for the Sibirs. Thereafter PwDs will be provided with ID cards/ passbooks.
17. The Medical Officers should be trained beforehand on the guidelines for evaluation of disabilities issued by the Ministry of Social Justice and Empowerment, Government of India may be referred on website ssep.gov.in.
18. Rehabilitation plan of each PwD will be prepared indicating requirement of therapy, corrective surgery, aids & appliances, education, vocational training, self employment and pension etc. Aids and Appliances will be supplied in the second/subsequent Samarthya Sibirs.
19. The registered cases that do not have BPL cards or valid income certificates will move to the concerned counter for availing/ applying for same which may be issued in subsequent camps.
20. Volunteers from BNV, NYK, NSS, local colleges and NGOs should be engaged. Sign language interpreters from special schools should be engaged for helping persons with hearing disability. All volunteers should be properly trained for the purpose before the camp, and should wear badges identifying them as volunteers. Extension officers should oversee provision of services to the PwDs under the overall supervision of the BDO. The volunteers to be engaged should be trained properly to ensure their effective performances.
21. The BDO/ EO will make arrangements for PwDs to apply for disability pension in prescribed format at the camp site & collect completed applications for further processing.
22. Adequate number of Disability Certificate Formats, Pass Books, ID Cards, Bus Pass, Scholarship & Pension Forms, DRI and NHFDC Loan Applications etc. should be

made available for the Samarthya Sibirs beforehand so as to ensure better service at the camp sites. The BLCC meeting should be convened beforehand so that Bankers should remain present for processing DRI loan applications. Volunteers and officials should assist the filling up DRI loan applications.

23. Electricity and alternative power supply arrangements should be provided to the camp sites.
24. The local NGOs and CBOs should be encouraged for providing transportation to persons with severe and multiple disability for attending Samarthya Sibirs and these PwDs should be served on priority basis without waiting in queue.
25. The Collector through the DSSO will ensure that the BSSO will make all data entry in the BBSA software.

c) Second Sibir/ Camp

1. The second camp will be arranged at a suitable location along the same lines as the first camp but this is only meant for distribution of aids and appliances, give pensions, income certificates and other left out benefits and also to cover up the left out PwDs for assessment and certification. In case there are cases of severe disability where it is not possible for the person to come, home visits should be made and certificate given on the spot.
2. The beneficiaries to be provided with aids and appliances will sign the aids and appliances form (**Annexure-B**) and submit the same to the counter. The staff in charge of this counter will ensure that the data sheet is duly filled in and signed.
3. An amount up to maximum of ` 5.00 lakhs per Sibir will be provided for purchase of aids and appliances, subject to actual requirements. It is expected that this should be sufficient to meet the requirement of aids and appliances in the block and cover Gram Panchayats under the Block. PwD population of the GPs may be taken into consideration while placing orders of procurement. However, in case there is a requirement of higher amount for aids and appliances, the following sources should be explored:
 - a. Children below 14 years including those in special schools may be provided aids and appliances from out of OPEPA funds meant for the purpose. The BDO will verify the list of beneficiaries and co-ordinate with OPEPA authorities for supply of aids and appliances.
 - b. Red Cross, District Mineral Fund, Corporate Houses, Rotary and Lions club etc. should be involved and their support can also be raised.

4. In case specialists are not available in the Samarthya Sibir for assessing some disabilities, the concerned Collector will organize a special mop up camp wherever essential, preferably after first camp at the district level after availing the services of those experts on hire basis if necessary. Collectors can hire services of professionals wherever necessary.
5. For organization of Samarthya Sibirs funds will be provided as per the actual requirements. Expenses on organization of first and second camp, camp arrangement, publicity (by means of leaflet/ microphone), and travel & honorarium to the specialists & rehabilitation professionals are admissible under this specific head. However, the district administration may spend more for organization of camps from other sources such as District Red Cross Society, District Mineral Fund, CSR funds, local NGO contribution and other available funds.
6. Subsequently, attempt should be made to take up **corrective surgery** of the deserving cases, such as children in schools.
7. Proper records of beneficiaries, the acknowledgement of receipt of appliances by them, the tender procedure followed etc should be maintained as per Government financial procedures. Utilization Certificates for the Samarthya Sibirs should be sent to SSEPD Department by 31st March of the ongoing financial year. The UCs should be signed by BDO and countersigned by Collector of the District.
8. All the data sheets of individuals attending the camps given different benefits should be computerized in BBSA software.

E. Grampanchayat Level Sibirs

Grampanchayat level Sibirs can be organized in specific uncovered/ inaccessible areas. The DDRCs will identify such Grampanchayats and organize Sibirs in their respective areas.

F. Mega and Special Camps

At district level mega and special camps including Autism Assessment and certification camps may also be organized. While planning for mega camps emphasis should also be given on convergence with different departments and programmes to maximize the benefits of the camps. In these camps programmes and services for other categories of people under different social security schemes may also be included. The districts organizing such programmes also should endeavor to mobilize support from other departments, CSR agencies and NGOs etc. These mega camps should be so planned that beneficiaries of different Blocks and ULBs attend the same in large numbers and adequate arrangements may be made for their mobility and refreshment, first aid, drinking water etc.

MULTIPURPOSE SMART CARD FOR PwDs

Multipurpose SMART CARD will be provided to all PwDs which will enable them to avail any of the required services such as appliances, education, social security benefit etc. at any institution or even at any place within and outside the state. This support will be managed through a comprehensive state level computerized database created for the purpose enabling institutions to verify about the PwD, status of benefits supplied and services required. This shall be in accordance with the UDID scheme of Government of India and shall be complementary to UDID scheme.

SUPPLY & FITTING OF AIDS & APPLIANCES

The PwDs requiring supply and fitment of aids and appliances should be enlisted during the first camp along with required devices. PwDs family income up to Rs. 2, 40,000/- per annum will be provided free of cost and PwDs having income above Rs. 2, 40,000/- per annum will be provided at 50% of cost. PwDs should provide income proof for availing the benefit of aids & appliances. However, the PwDs holding BPL/ Food Security Card/ Pension Book can produce such documents in support of their income.

1. The aids and appliances to be provided to PwDs may include:
 - (i) Locomotor- orthosis, prosthesis, splint, surgical shoes, auxiliary & elbow crutches, tricycle, wheel chair, moulded supports, walker/rolator, CP chair, Gaiters.
 - (ii) Speech & Hearing - Digital BTE hearing aids with batteries, Analogue body level hearing aids with two rechargeable batteries & solar chargers.
 - (iii) Visual – Folding Stick, Long Cane, Braille Slate, Abacus, Digital Voice Recorder.
 - (iv) Intellectual Disability – Toilet Chair, Prone Board, Learning Kit.
 - (v) Autism Spectrum Disorder – Learning Kit
 - (vi) Geriatric Disability –Walking sticks, Knee caps & hinges, Belt & Collars

The list is illustrative, appliances as prescribed by rehabilitation/ Medical professionals may also be considered to be provided subject to maximum ceiling of ` 20,000/- per appliance.

2. In case of orthosis, prosthesis and surgical shoes and other appliances to be fabricated, the SIDR/ DDRCs/ Fabrication Workshops of NGOs/ professional institutions as notified/ selected, will depute their technical staff for taking measurement at the camp site and will prepare list of components required including local materials and fabrication

charges for each case and place requisition of funds before the Collector concerned. SIDR/ DDRC wise service districts are:

Sl.	Agency	Allocated Districts
1	SIDR, Bhubaneswar	Angul, Cuttack, Dhenkanal, Jagatsinghpur, Jajpur, Kendrapada and Puri
2	DDRC, Ganjam	Ganjam, Gajapati
3	DDRC, Kalahandi	Balangir, Kalahandi, Nuapada
4	DDRC, Kandhamal	Boudh, Kandhamal, Subarnapur
5	DDRC, Khordha	Khordha, Nayagarh
6	DDRC, Koraput	Koraput, Rayagada
7	DDRC, Mayurbhanj	Baleswar, Bhadrak, Kendujhar, Mayurbhanj
8	DDRC, Nabarangapur	Malkangiri, Nabarangapur
9	DDRC, Sambalpur	Bargarh, Debagarh, Jharsuguda, Sambalpur, Sundargarh

On functioning of new DDRCs SSEPD Department may reallocate the districts amongst those if so required for facilitating fabrication, fitment and repair of devices.

3. Prior procurement of required aids and appliances must be made in the period between the first and second camps by procurement. After completion of the first camp the concerned BDO will place the requirement of aids & appliances to the Collector under information to their DSSO.
4. Other than the fabricated appliances the Collector concerned will procure aids and appliances having quality standards such as ISI mark/ equivalent standard from any of the following agencies:
 - (i) Empanelled suppliers of SSEPD Department with rate contract
 - (ii) Government agencies like ALIMCO/ Authorized Sales Centres of ALIMCO
 - (iii) Companies having rate contract with Central/ State Government
 - (iv) Through an open and transparent tender procedure
6. In case of fabricated aids and appliances the Collector concerned will release funds in a phased manner to the concerned fabricating agencies on the basis of their requisition. However, the Collector concerned may ascertain regarding rates of fabricated appliances from SSEPD Department wherever if so felt.
7. The beneficiaries supplied with aids and appliances shall sign the reimbursement form as per Annexure B.
8. An average amount of ` 5.00 lakhs per camp is being provided for purchase of aids and appliances. However, the BDOs will place detailed indents well in advance before their

Collectors in actual for procurement or fabrication as the case may be. This will facilitate the Collectors for ensuring supply of the same to the concerned block well in advance.

9. The BSSOs/ DSSOs concerned will submit online return on fitment of aids and appliances to the SSEPD Department along with Utilization Certificate and will use the BBSA software of the Department for uploading of all information.

STRENGTHENING FABRICATION WORKSHOPS/ THERAPY UNIT

A number of aids and appliances such as orthosis, prosthesis, moulded supports, splints and other modified appliances are required to be fabricated and supplied to PwDs. This requires a larger network of fabrication workshops. In Odisha SIDR, DDRCs and NGO operated fabrication workshops are operating and in some districts new DDRCs are coming up. Many of the fabrication workshops/ therapy units in the state are either under equipped or working with obsolete and defective machineries & equipment and are not adequately suitable for taking up the responsibility of fabricating such huge quantities of aids & appliances.

To address the issue the scheme makes special provisions for extending financial support to such fabrication units for procurement of essential and updated machineries and equipment as well as replacement of obsolete and broken equipment.

Efforts should be made for convergence with line departments and agencies for cost sharing and reducing expenses for surgeries.

OPERATION OF MOBILE FABRICATION WORKSHOPS

Persons with Disabilities residing in remote rural areas and are not covered under existing fabrication centres run by SIDR, DDRCs and NGOs are facing numerous difficulties in availing artificial limbs and other orthotic appliances. Even these PwDs have to depend upon others for their mobility and to spend huge amount for availing such appliances. To facilitate fabrication and fitment of artificial limbs and other assistive devices at Panchayat/ Tehsil/ Block/ Sub-division Mobile Workshops are encouraged.

The mobile workshops will move to different uncovered locations of the state and camp over the spot and will take measurement of appliances, fabricate the same on the spot and fit to PwDs at the location. SSEPD Department will reimburse cost of such appliances at approved rate to the mobile workshop operators.

ASSISTANCE FOR MINOR SURGERIES TO PwDs

Numbers of Persons with Disabilities reporting in camps, SIDR, DDRCs and DSSO offices require minor surgeries and even before fitment of aids and appliances. Many of such

persons cannot afford surgery due to financial hardships. Provisions are made under the scheme for assisting such PwDs through organization of special surgery camps and/or reimbursement of expenses for surgeries. Maximum ceiling under this programme is detailed hereunder:

Sl.	Disability Category	Type of Surgeries	Ceiling (INR)
1	Locomotor	CTEV, Club Foot, Polio deformity, etc.	30,000
2	Visual	Glaucoma, trachoma, Retina replacement surgery	20,000
3	Speech & Hearing	Cleft Lip & palate, surgery for cure of ear discharge	20,000
4	Burn Cases	Post Burn Contractures, Cosmetic Plastic surgeries	40,000

The DDRCs with DSSOs may also organize Special Corrective Surgery camps preferably in cooperation with CDMOs and private hospitals at the district headquarters or at such other suitable places to take up **corrective surgery** of the most deserving cases, such as children below 14 years and in schools.

SUPPLY OF SELF EMPLOYMENT KIT TO PwDs

Socio-economic rehabilitation of persons with disabilities is one of the core areas of concern. For this purpose skill training along with entrepreneurship development training is focused as one of the priority activity. But, in many cases the PwDs instead of opting for coming to vocational training centres are either adopting family professions or other economic activities with traditional training and practical experience by doing. In all these categories a number of PwDs who are not interested for any vocational training but require a start up kit to start business are facing problems in availing such kits due to want of small amount of support they require for the purpose.

PwDs in these categories can be supported with Self Employment Kits depending upon their trade requirement so that they can start their business from small scale or home based units and earn livelihood for themselves and their families. For this purpose during first camps such potential PwDs can be identified along with the trade they are interested in pursuing and can be provided Self Employment Kits during second camps. The composition of kits and categories of kits which can be provided will be finalized in consultation with the SSEPD Department by the concerned DSSOs before procurement.

SELF-EMPLOYMENT ASSISTANCE

Self-Employment is one of the preferred activities by PwDs for their economic rehabilitation. A number of PwDs for setting up of their business initiatives find it difficult to raise financial assistance as well as loans from banking and financing institutions as they are unable to meet the formalities prescribed by such institutions and forced to stay unemployed. To

facilitate startups and small individually owned enterprises the PwDs requiring startup supports will be covered under the programme.

Support under this scheme shall be limited to start up support and amount of support will be dependent on the trade they pursue. Group activities will also be considered under the programme. The PwDs requiring startup support shall submit their proposal to the DSSO concerned with details of cost estimates, profit loss accounts and repayment schedule etc. for consideration. On sanction the amount shall usually be disbursed in two phases.

SUPPORT FOR COMPLICATED SURGERIES & SMART APPLIANCES

A number of PwDs need support for classified and complicated surgeries such as Cochlear Implant surgery, retinal replacement and such other specific and classified surgeries as well as fabrication and fitment of smart appliances including myoelectrical hands, modernized AK/ BK prosthesis; motorized tricycles & wheel chairs, laser cane etc.

Applications for such surgeries and appliances may be duly recommended to SSEPD Department by the concerned Collectors for consideration. The SSEPD Department will consider supporting all such cases every year.

SCHOLARSHIP FOR CHILDREN OF PwDs PURSUING HIGHER EDUCATION

The persons with disabilities from lower income group are facing difficulties in their livelihood and not able to give proper education to their children. The Government after careful consideration decided that children of PwDs with annual family income below 2,40,000/- pursuing higher education after class 10th standard shall be assisted with education scholarship.

a) Scholarship

1. The students desirous to avail the scholarship shall submit application in prescribed format to DSSO concerned along with photograph, Aadhaar Number, mark sheet of last examination passed with certification/ recommendation by head of the educational institutions.
2. Under this scheme students so eligible will get scholarship towards reimbursement of admission and tuition and examination fees, hostel charges and purchase of books & learning materials for the academic year subject to maximum of Rs. 50,000/- annually. The students availing scholarship from either the Central or State Government under any other scheme shall not be considered.
3. The DSSOs will scrutinize the applications and shall submit requirement of funds before the Director, SSEPD. After receipt of the funds DSSOs will remit the scholarship to the accounts of the students with the approval of Collector.

4. The scholarship required will be remitted in advance for one year in question and roll over to the next academic session.
5. The utilization certificate on the expenditure shall be submitted by the DSSO along with proof of remittance with due counter signature of Collector to SSEPD Department by 28th February of each year.
6. Efforts should be made to utilize funds in the same year. In exigencies the undisbursed balance amount will be rolled over for next year payment and shall be utilized first.

b) Eligibility:

For the purpose of award of scholarship under the scheme, applications can be submitted subject to fulfilling the following conditions.

1. The applicants must be bona fide resident of Orissa.
2. The applicant should be a regular student of recognized educational institutions.
3. The applicant shall have family income of not more than ` 2,40,000/- per annum.
4. The applicant is not receiving any financial assistance from State Government/ Central Government under any other scheme.

c) Mode of allocation/ sanction / disbursement of scholarship

1. The students desiring to avail the scholarship will submit an application as given in the Annexure- C through the head of concerned institution immediately after taking admission.
2. The head of institution on receipt of such applications will verify the information given therein with reference to records available, and recommend for sanction to concerned DSSO.
3. On the receipt of all such recommended applications, the concerned DSSOs will scrutinize the applications and get those sanctioned from the Collector as per rules and procedures.
4. DSSO, as the case may be, after sanctioning the scholarship, will place Block and ULB wise requirement of funds to SSEPD Department by under intimation to the Collector concerned.

5. After sanction of the scholarship amount, the DSSO /head of the institution will ensure that bank account is opened in the name of the candidate in case the candidate is 18 years of age or above, or a joint account in the name of father / mother/ guardian of the candidates in case the candidate is below 18 years.
6. The District Social Security Officer (DSSO) will ensure that such requirement reaches him / her by the given date line.
7. After receipt of requirement from the DSSO, SSEPD Department will release funds in first allotment to the DSSOs & he/she will remit the fund to the students directly.
8. After disbursement, the DSSOs will submit consolidated UCs to, SSEPD Department by the 31st March with due countersignature of the Collector.
9. The scholarship will be payable from the month of admission up to end of the academic session including the month of examination subject to maximum of 10 months in an academic year.
10. For continued absence for a period not exceeding three months, the scholarship shall be paid in full, provided that the absence was on health ground. In case of continuous prolonged absence without reasons, the DSSO concerned shall take a decision after making an inquiry into the merits of the case.
11. The DSSOs will maintain register of students including information on passing out from the course followed with certification and shall submit details thereof in the form of soft copy and hard copy to SSEPD Department for records.
12. The SSEPD Department may also invite online applications through online portal through Department website ssepd.gov.in.

PRE-RECRUITMENT COACHING

The students with Disabilities due to disability and weak financial condition are unable to avail the facilities of proper coaching and guidance to appear in different competitive examinations. Educational development leading to employment is to be focused on priority to minimize inequities in income and to endeavour to eliminate inequalities in status, facilities and opportunities for the students with disabilities. The students with disabilities due to physical and economic barriers are unable to compete in different competitive examinations as they are least benefited from the available private initiatives.

To facilitate socio-economic development of PwDs the programme will be providing emphasis on educational development of such persons through free coaching of students with disabilities. The Students with Disabilities having minimum 40% or more disability will be prepared to enable them to appear in competitive examination and succeed in obtaining

an appropriate job in Govt./ Public/ Private sector under free coaching programme for economically disadvantaged students with disabilities. Education and Training Institutions, Coaching Institutions and other Government, NGO and private institutions are eligible for assistance under the programme.

S. No.	Name of course for which coaching to be provided	Duration of coaching	Maximum ceiling of Coaching fee per Candidate (in `)
1	Central & State Civil Service (Preliminary & Main separately), Entrance examination for Engineering, Medical, MBA and other professional courses	6 Months	24,000
2	Other Group A & B examinations conducted by UPSC, Odisha Public Service Commission (OPSC), Group B Examinations conducted by SSC and SSSC	5 Months	20,000
3	Officers & Clerk Grade examinations for recruitment in the Banks, LIC, GICs, PSUs etc.	4 Months	16,000
4	OTET & other qualifying examination	2 Months	8,000

Stipend will be payable at the rate of `3,000/- per student per month for the entire duration of the coaching.

ORGANIZATION OF JOB FAIRS FOR PwDs

With the improvement of facilities of education and training many PwDs are able to complete higher education and training in different trades. Due to want of adequate publicity many of the PwDs are are not able to avail the opportunities of getting jobs in Government, Corporate and other private sectors. Many of the employers are unaware of the capability of PwDs in many occupations where they are more productive than the non-disabled persons.

To reduce unemployment rate among the educated and trained PwDs the scheme provides scope for organization of job fairs within the State through SIDR/ DDRCs, district administration, Government agencies or in collaboration with different NGOs working for the PwDs and manpower/ service providers. These job fairs will provide scope for both employers and eligible PwDs to interact. The PwDs will be encouraged through these fairs for on job training, induction training and get employment. The programmes under the head include:

- a) Career counseling & guidance
- b) Support for on the job training up to a maximum period of three months
- c) Induction training not exceeding 3-7 days
- d) Employment facilitation
- e) Post placement follow-up and guidance

EQUIPPED MOBILE VANS FOR REHABILITATION SERVICES

Identification of PwDs is being taken up regularly at the district and block headquarters through different programmes. A number of PwDs in remote villages and panchayats due to severity of disabilities, lack of support for mobility and even poverty are not able to move to camp sites. The PwDs requiring guidance, therapeutic help, aids and appliances, information on schemes and programmes, forms for scholarship, pension, etc. face difficulties. On the other hand the rehabilitation teams due to lack of mobility and problems of taking testing and therapeutic equipments to the villages are not able to provide required support and services to the PwDs. This situation has affected prevention and reduction in degree of disabilities and the PwDs particularly of remote villages and panchayats continuing to suffer without care and support.

The scheme envisages providing equipped mobile vans called "KHYAMATA EXPRESS" with equipment for assessment, therapies, awareness materials etc. to address the issue. The DDRCs and NGOs working for the PwDs will be assisted under the programme. Cost estimates under the programme include a) Mobile Van with modification; b) Assessment, therapeutic & IEC equipment; and c) Recurring Cost such as POL expenses, service charges for different services provided and other ancillary costs.

STRENGTHENING SHGs OF PwDs (MISSION KHYAMATA)

Mission Khyamata is a programme of promoting Self Help Groups (SHGs) of PwDs which is in operation for nearly a decade. The SHGs duly constituted and registered with DSSOs will be supported with one time assistance of ` 50,000/- for initial activity support and start-up capital.

The programme envisage to promote SHGs through skill upgradation, entrepreneurship development training, book keeping and accounting, knowledge of market and some basic skills about business activity, etc. DDRCs/ NGOs / Voluntary Agencies / Development Agencies/ ITIs and RUDSETI type institutions/ capable agencies with good track record and professional competence to successfully implement such training will be responsible for running of the programme.

SKILL UPGRADATION TRAINING FOR PwDs

Skill Development, is essential to PwDs to get wage/self-employment and for higher earnings, and/or improved working conditions, such as getting formal certification for hitherto informal skills, and/or moving from informal to formal sector jobs or pursue higher education/training. Soft skills (which would include computer literacy, language and workplace inter-personal skills relevant for the sector/trade) will be an integral part of the skills training process and will be suitably integrated into the course modules. All Skill Development courses offered under

the scheme framework will conform to the standards prescribed under National Skill Qualification Framework (NSQF).

LIVELIHOOD BUSINESS INCUBATOR

Livelihood Business Incubator (LBI) is to create jobs at local level and reduce un-employment by creating a favourable ecosystem for entrepreneurial development. The main focus area under the livelihood incubation is to take up those commercial activities, which are need based to create enterprises for the Persons with Disabilities. The LBIs will facilitate setting up of business incubators so that eligible PwD youth can be adequately incubated in various skills and be provided the opportunity to set up their own business enterprises. Key components of LBIs may include facilities of entrepreneurship, skill development, promotion of new technology and livelihood based enterprises, mentoring and hand holding, forward and backward linkages and support for funding etc.

Private partner institutions and entities including commercial, social and CSR agencies can also set up livelihood incubation centres. Projects under PPP mode can also be set up under the programme. Collaborative programmes with National Small Industries Corporation (NSIC), Khadi and Village Industries Commission (KVIC) or Coir Board or any other Institution/agency of GOI/ State Govt. may also be considered.

Proposal in the prescribed proforma as per **Annexure-D** along with necessary enclosures and endorsement may be submitted to the SSEPD Department for consideration. The proposals will be appraised based on the merit of the incubator in promoting Livelihood based enterprises taking into account the locally available resources and local needs and accordingly selection will be done. In the case of Livelihood Business Incubators, the funds would be released based on the set parameters and terms of engagement with the incubators. The fund release to the PPP partner would happen only on the release of the matching contribution by the PPP partner for setting up of the incubators under PPP mode with the designated agencies.

The funds released by the SSEPD Department shall be kept in a separate bank account and shall not be utilized for any other purpose than the cause of the incubators. In addition to periodic evaluation and monitoring the concerned agency will submit monthly reports as per the MIS system.

DISASTER RELIEF AND REHABILITATION FOR PwDs

Odisha is the state of recurrent disasters and in the event of occurrence of disasters people including PwDs have to suffer severe losses during disasters and post disaster effects. As part of disaster management policy the PwDs are required to be evacuated for precaution, supplied with relief, assisted for restoration of their house and properties including their livelihood sources for their sustenance, survival and daily living.

During such incidences supports will be provided for evacuation of PwDs, supply of immediate relief, support for replacement of damaged assistive aids and appliances, restoration of livelihood activities. The DSSOs depending upon the local requirement shall take up such activities with prior intimation to the SSEPD Department.

COMMUNITY BASED REHABILITATION (CBR)

The objective of this project is to rehabilitate and train disabled individuals and integrate them into their communities. The focus is on partnership among the disabled persons, families, community, rehabilitation and health professionals to provide needed services in a non-institutional setting, in an environment where services for disabled persons are deficient.

In community based rehabilitation programmes the disabled person, the family, the community, and health professionals collaborate to provide needed services in a non-institutional setting, in an environment where services for disabled persons are seriously limited or totally absent. These programmes are appropriate in addressing the needs of the disabled especially in the rural settings. Its essential feature is its focus on partnership and community participation. Introducing rehabilitation services at a local or community level removes many obstacles to care, which are associated with institutions. The difficulty of travel and its expenses are eliminated or reduced to a minimum. The individual is not isolated from the community; family members and community volunteers are part of the rehabilitation process. All participants can see what the disabled person has achieved. This can help integrate the person into the community, which is prepared to value the unique contribution, which the disabled person is able to make.

a) Objectives:

- 1. To highlight the need to work for equality of status and opportunities for the disabled.
- 2. To rehabilitate and train disabled individuals, as well as to find ways to integrate them into their communities.
- 3. To bring the physically and mentally challenged into the mainstream of life and help them in their effort to become self sufficient and active members of society.
- 4. To promote the participation of community members by training a new corps of health and social workers.

b) Project Cost:

The cost for the various components of the CBR programme will be planned depending upon the size of the CBR project, and location of the project being implemented. Approaches to the implementation of CBR will vary and are largely determined by the particular social and demographic factors.

The CBR programme will utilize the services of special schools, Bharat Nirman Volunteers (BNVs) wherever available in the position of Rural Rehabilitation Volunteers. They will be trained for proper performance of their work.

Whenever a motorbike or a bicycle is proposed to be provided to the CBR volunteer, the traveling expenses will be paid only if no POL charges are given. The personnel in CBR programme will preferably be trained rehabilitation workers. Experience will also be taken into account. The services of specialists may be obtained through networking with regular programs providing such services.

SENSITIZATION OF WORKERS & ACTIVISTS ON DISABILITY ISSUES

Disability is a cross cutting issue for many line departments and a number of officers and staff of Government, PRIs, NGOs and Corporates are involved in providing services to the PwDs. Many of such employees due to lack of adequate basic knowledge and understanding of problems and issues concerning disabilities are unable to handle the matters relating to PwDs. To address the issue special provision is made to sensitize Government officials, NGO heads, PRI members, corporate managers and other officials on issues concerning disabilities.

INFORMATION, EDUCATION AND COMMUNICATION PROGRAMMES (IEC)

Services and infrastructure for rehabilitation of PwDs are rapidly increasing and institutions in Government, NGO and even corporate sectors are coming forward to work for the PwDs. But due to want of proper information on availability of services for them, PwDs are unable to take the benefit of those services. To sensitize the PwDs and their families on services, schemes and programmes available for them, following activities will be undertaken:

- a) IEC material preparation (print/ electronic)
- b) Organization of fairs/ festivals
- c) Publication of magazines/ news letters
- d) TV/ Radio/ Print media publicity
- e) Cultural shows/ street plays
- f) Community level meetings/ campaigns
- g) Hoardings, Posters, SMS broadcast
- h) Events for PwDs (sports/cultural)
- i) Any other awareness activities

LEGAL LITERACY, COUNSELING & LEGAL AID

PwDs are often unaware about legislative provisions, deprived of natural justice due to disability and are left to the solitude forcing them to live in abject poverty and despair. PwDs who qualify for disability benefits to which they are entitled, will be provided legal aid, appropriate counseling and guidance and support for securing justice to ensure equality before law and a legal system which promotes justice on a basis of equal opportunity to all. Facilities of legal aid services are available at grampanchayats.

RESEARCH & DOCUMENTATION ON DISABILITY ISSUES

Recent decades have seen the concept of disability move from a biomedical paradigm to bio-psycho-social and socio-political perspectives. As a result, disability is no longer perceived simply as a trait inherent within the individual, defined according to biomedical conditions alone, and captured solely according to medical diagnostic categories. Disability is now understood as a complex experience, one that is defined and shaped by the social and political contexts within which it occurs. Much can be learned about the experience of disability, therefore, by studying how people with disabilities are living, organizing, and advocating for their rights across different social and political conditions. Similarly documentation on rehabilitation models and initiatives is another arena of concern. For this purpose the Department proposes to support such research and documentation activities.

IMPLEMENTATION OF RIGHTS OF PWD ACT 2016

Rights of Persons with Disabilities Act, 2016 received the assent of the President of India on 27th December 2016 repealing the PwD Act, 1995, raising disability categories from seven to twenty two. The Act mandates for education, employment, creation of barrier free environment, social security, etc. and focuses on comprehensive rehabilitation services at different level for all these 22 categories of PwDs. Rights of Persons with Disabilities Act, 2016 have cast responsibility to take effective measures to ensure that the PwDs enjoy their rights equally with others. The new law envisages enhancement of Rights and Entitlements of PwDs and to provide effective mechanism for ensuring their empowerment and true inclusion into the Society in a satisfactory manner. State Fund is to be created to provide financial support to PwDs. Publicizing the provisions of the Act and educating executive, judiciary and the political systems as well as the activists working for the PwDs will be one of the major task ahead.

The Department proposes to support publication and education activities on different provisions of the Act to promote a responsive and conducive atmosphere for enforcement of different provisions of the Act.

QUALITY LEARNING INITIATIVE FOR CHILDREN WITH DISABILITIES

A study of teaching and learning in rural India by ASER revealed that the schools even lack basic facilities such as classrooms, boundary walls, water and toilet provision, and libraries, all of which are now included as required infrastructure specified in the Right to Education Act even in regular schools. The situations in inclusive and special schools require improvement. The schools enrolling children with disabilities lack special facilities including accessible classrooms, educational aids for CwDs, facilities of rehabilitation equipments, residential facilities, special teaching, rehabilitation professional and support staff. This situation creates the risk of high dropout and low performance among CwDs.

The Department will support special schools for improving the infrastructure facilities for creating a better environment for the CwDs and support the Government and recognized inclusive schools for creation of special infrastructure as well as maintenance support for CwDs.

SPECIAL INCENTIVE TO MERITORIOUS STUDENTS

A number of meritorious PwD students pursuing higher education and training in different institutions throughout the country. In many cases the PwDs could not avail benefit of scholarship under any prevailing scholarship schemes. Such meritorious students may submit application to the SSEPD Department for consideration of their case for supporting their education and will be decided on case to case basis.

ROLE OF DISTRICT ADMINISTRATION

The District Administration is expected to coordinate and converge the programmes and schemes of the Government for promoting comprehensive rehabilitation and protect the rights and opportunities for the PwDs in the district. District Administration needs to undertake detailed survey to identify all PwDs as specified in the Rights of Persons with Disabilities Act 2016, living in the district so that an action plan to cover each person by appropriate benefits can be drawn up. Most of the problems of the poor and destitute persons with disabilities can be dealt with by effectively bringing them into the fold of Government schemes that already exist. Awareness among the implementing officers about the need to focus on the disabled persons needs to be created. District Collector will be responsible for the following activities:

- a) Convergence and synergy among various development schemes for PwDs including BBSA scheme.
- b) Survey, identification and certification of all PwDs in prescribed standard format and creation of detailed database.
- c) Ensure issue of AADHAR Card, enrolment in UDID, issue of concessions and other necessary documents to all PwDs.
- d) Support for surgery and therapies as well as supply and fitting of rehabilitation and educational aids and appliances to all needy PwDs.
- e) Facilitate enrolment of all children with disabilities in schools, disbursement of scholarships and skill training of youths with disabilities.
- f) Ensure reservation target coverage in all programmes and schemes, employment and self-employment etc.
- g) Provide opportunities to all PwDs for redressal of grievances, settlement of issues concerning guardianship and justice.
- h) Promote participation of line departments, NGOs, Red Cross and other CSR agencies in the process of rehabilitation of PwDs.

- i) Make public places like the Collectorate, hospitals, bus stations, schools, parks, banks, post offices, market places etc. free from physical barriers.

ROLE OF BLOCK/ ULB ADMINISTRATION

The Block/ Urban Local Body Administration are expected to coordinate and converge the programmes and schemes of the Government for promoting comprehensive rehabilitation and protect the rights and entitlements of the PwDs in their respective jurisdiction through:

- a) Organization of Samarthya Sibirs and service delivery thereof.
- b) Coverage of PwDs under different schemes of poverty alleviation, housing, pension, food security etc.
- c) Monitor working of Special Schools and enrollment of PwD children of the block.
- d) Facilitate access to legal aid through Gram Panchayats and legal aid cells.
- e) Organise Community Rehabilitation activities in selected Gram Panchayats for the welfare of PwDs
- f) Organise and support Self Help Groups for the self-employment of PwDs.
- g) Promote vocational training of the PwDs through the ongoing programmes for vocational training.
- h) Sensitization of local leaders and PRI members on disability rights and issues.
- i) Participation of CBOs, BNVs, and other stake holders at the grass root level.

BUDGET PROVISION & UTILIZATION

The Collectors concerned should make the estimated budget requirement along with the action plan for their respective districts. In case of Programme Implementing Agencies (PIAs) the application/ request for funds shall be submitted to the SSEPD Department in prescribed proforma enclosed in **Annexure- E** along with support documents.

Proper records of beneficiaries, the acknowledgement of receipt of appliances by them, the tender procedure followed etc should be maintained as per Government financial procedures. Utilization Certificates for the programme/ project should be sent to the Director SSEPD by 31st March of the ongoing financial year. Similarly the NGOs shall submit utilization certificate (**Annexure-F**), audited statement and report cards (**Annexure- G**) along with such other documents as may be asked for. All soft copies must be sent to SSEPD Department at ssepdsec.od@nic.in within one month of completion of programme/ activity.

MISCELLANEOUS PROVISIONS

a) Monitoring

Monitoring of the scheme will be done by the Social Security & Empowerment of Persons with Disabilities Department, Government of Odisha through the on-line

portal. The DSSOs shall ensure that list of beneficiaries, with necessary particulars, are maintained properly and category-wise in respect of their districts concerned.

b) Administrative Expenses

In order to implement the scheme the administrative expenses are likely to be involved including engagement of manpower at the Department for execution of the project. As the magnitude of data to be entered and processed would be enormous and the scheme gets implemented over the years there would be a need to engage qualified skilled personnel right from the beginning to ensure the data base of computerized systems are operational. Publishing advertisements and other publicity materials will be produced to generate awareness among the targeted beneficiary group. In order to meet the above expenditure or any other expenditure incidental to implementation of the scheme, a provision of not exceeding 3% of the total budget shall be kept as administrative expenditure.

c) Litigations

Any litigation on matters arising out of this scheme will be subject to sole jurisdiction of the courts situated in State Capital Territory of Bhubaneswar.

d) Change in Scheme Provisions

Social Security & Empowerment of Persons with Disabilities Department, Government of Odisha may, at its discretion, make necessary changes in the provisions of this scheme, as and when felt necessary, with the approval of Secretary of that Department in consultation with the Financial Adviser concerned.

e) Review of Scheme

Social Security & Empowerment of Persons with Disabilities Department, Government of Odisha may, at its discretion, undertake review of the scheme as and when required.



Unique Disability ID

Department of Empowerment of Persons with Disabilities,
Ministry of Social Justice and Empowerment, Government of India.

PERSON WITH DISABILITY REGISTRATION FORM

1. Personal Details

Applicant Name :	_____	_____	_____	Photograph Passport Size 2 x 3
Father's Name :	_____			
Mother's Name :	_____			
Date of Birth :	_____	Age :	_____	
Mobile No :	_____	E-mail ID :-	_____	
Gender :	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other			
Mark of Identification :	_____			Signature / Thumb / Other Print
Category :	<input type="checkbox"/> General <input type="checkbox"/> OBC* <input type="checkbox"/> SC* <input type="checkbox"/> ST* (*Attached cast certificate for OBC/SC/ST only)			
Blood Group :	<input type="checkbox"/> O+ <input type="checkbox"/> O- <input type="checkbox"/> A+ <input type="checkbox"/> A- <input type="checkbox"/> B+ <input type="checkbox"/> B- <input type="checkbox"/> AB+ <input type="checkbox"/> AB-			
Marital Status :	<input type="checkbox"/> Married* <input type="checkbox"/> Unmarried <input type="checkbox"/> Widow <input type="checkbox"/> Divorced <input type="checkbox"/> Divorcee & Widower			
*If you are married give Spouse Name : _____				
Name of Guardian/ Caretaker /Attendant / Related Person :	_____		His/Her Contact No. : _____	
Relation with Person with Disability :	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Wife <input type="checkbox"/> Husband <input type="checkbox"/> Uncle <input type="checkbox"/> Aunty <input type="checkbox"/> Sister <input type="checkbox"/> Other			
Educational Details :	<input type="checkbox"/> Primary <input type="checkbox"/> Middle/Higher Primary <input type="checkbox"/> Senior Secondary <input type="checkbox"/> Higher Secondary <input type="checkbox"/> Diploma <input type="checkbox"/> Graduate <input type="checkbox"/> PG Diploma <input type="checkbox"/> Post Graduate <input type="checkbox"/> Doctorate			

2. Address Details

Correspondence Address : _____

Pincode : _____

State/UTs : _____ District : _____

City/Sub District/Tehsil : _____ Village/Block : _____

Document for Address Proof : Driving Licence Ration Card Voter ID Other (Domicile Certificate)

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Permanent Address : _____
 _____ Pincode : _____
 State/UTs : _____ District : _____
 City/Sub District/Tehsil : _____ Village/Block : _____

3. Disability Details

Have disability Certificate : Yes* No (*If yes, please fill in the following details & attach disability certificate)

Sr./Reg. No. of Certificate : _____ Date of Issue : _____ (DD/MM/YYYY)

Diagnosis _____

Disability Percentage (%) : _____ (For example: 30%, 40%, 50%, 60%)

Details of Issuing Authority : Chief Medical Office Medical Authority

- Disability Type :
- Blindness Muscular Dystrophy Hearing Impairment Hemophilia
 - Low Vision Parkinson's Disease Intellectual Disability Thalassemia
 - Leprosy Cured Sickle Cell Disease Acid Attack Victim Locomotor Disability
 - Cerebral Palsy Dwarfism Mental Illness Multiple Sclerosis
 - Specific Learning Disabilities Speech and Language Disability Autism Spectrum Disorder Chronic Neurological Conditions
 - Multiple Disabilities including Deaf Blindness Deaf & Hard of Hearing

Disability By Birth : Yes* No Disability Since : _____ (In Year)

Pension Card Number : _____ Disability Scheme : _____

Hospital Treating Disability : _____

- Disability Area :
- Chest Ears Head Left Eye Left Hand Left Leg Mouth
 - Nose Shoulder Throat Right Eye Right Hand Right Leg Stomach

Disability Due to : Accident Congenital Hereditary

4. Employment Details

Employed : Yes No* Unemployed Since : _____

- Occupation :
- Govt. Job Professional/Technical Agriculture Service & Shops
 - Clerks Craft/Trade Workers Daily Wages Worker Plant/Factory
 - Other Occupation _____

BPL/APL : N/A APL BPL Antodya

Personal Income (Annual) : Below 10,000 From 10,000 to 1,00,000 1,00,000 to 5,00,000 > 5,00,000

Father Income (Annual) : Below 10,000 From 10,000 to 1,00,000 1,00,000 to 5,00,000 > 5,00,000

Spouse Income (Annual) : Below 10,000 From 10,000 to 1,00,000 1,00,000 to 5,00,000 > 5,00,000

5. REHABILITATION PLAN

- 1. Therapy
 - I. Physiotherapy
 - II. Occupational therapy
 - III. Speech Therapy
 - IV. Psycho Therapy
 - V. Mobility Therapy
- 2. Surgery
 - I. EYE
 - II. ENT
 - III. ORTHO
- 3. Aids & Appliances
 - I. Hearing Aid
 - II. Tricycle
 - III. Wheel Chair
 - IV. Blind Stick
 - V. Orthosis / Prosthesis
 - VI. Splint/ Supports
 - VII. Walker
- 4. Educational Appliances
 - I. Mr. Kit
 - II. Braille Slate
 - III. DVR
 - IV. Laptop
 - V. Scholarship
- 5. Vocational / Self Employment/ Social Rehabilitation
 - I. Vocational Training in _____
 - II. Self Employment (Trade) _____
 - III. Employment _____
 - IV. Bus/rail/ Concession _____
 - V. Disability Pension _____
 - VI. NBFS _____
 - VII. Marriage Incentive _____
 - VIII. Swavalamban Health Insurance _____

6. Any other assistance

7 Identity Details

Attached Identity Proof: Driving Licence PAN Card Ration Card Voter ID Aadhar Card

Identity Proof Number: _____

Aadhaar Card Number: _____ TIN (NPR): _____

Any Other State/UTs ID: _____ Other State/UTs ID Value: _____

I, _____, the applicant do hereby declare that what is stated above is true to the best of my own information and belief.

Date: _____ Applicant's Signature/Thumbprint: _____

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Annexure - B

AIDS & APPLIANCES REIMBURSEMENT FORM

1. Regd. Number and Date :
2. Work Order Number :
3. Name of the Patient/ PwD :
4. AADHAR Number :
- Age/ Sex :
5. Monthly Income (person/ family) :
6. Permanent Address :
7. Present Address :
8. Diagnosis :
9. Appliances Prescribed :
10. Date of Delivery :
11. Cost of Aids/ Appliances :
12. Subsidy Allowed :

Signature of Rehabilitation Professional

Undertaking from PwD/ Parent/ Guardian

I solemnly declare that, I have not obtained any Aids/ Appliances from any other agency during last three years and will keep it for bonafied use by myself/ my son/ my daughter. Further, I declare that I have received this aids/ appliance in good condition and free of cost/ 50% subsidy/ full payment.

Approved By

Officer -in- Charge

Signature/ LTI of PwD/ Parent/ Guardian

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Annexure - C

**APPLICATION FOR AWARD OF SCHOLARSHIP TO
CHILDREN OF PERSONS WITH DISABILITIES
(for education after 10th standard)**

1. Name of the Candidate :
(As in Matriculation certificate/
school records)
2. Address :
3. Date of Birth/ Sex :
4. Father's name, disability category :
and percentage (enclose father's
disability certificate copy)
5. Family Income per annum (please :
enclose Income Certificate)
6. Details of last examination :
passed (enclose mark sheet and
certificate thereof)
7. Course/ Class of education for :
which scholarship applied for
(academic session, duration, & date
of admission)
8. Name and address of the :
institution where course is
under-taken
9. Whether hosteller or a day :
scholar please specify
10. Details of Scholarship / Stipend / :
financial assistance being
received for the same course (if
any)
11. Detail estimate of tuition fees as
certified by the Institution
12. Any other information applicant :
wishes to provide

Affix Passport size
photograph duly
attested by the
head of the
institution

I hereby declare that information provided above is true to the best of my knowledge and I am aware that providing wrong information will make me liable to legal action and recovery of scholarship amount.

Date:

Name & Signature of the applicant

Place:

Name & Signature of Parent/ Guardian

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(TO BE FILLED IN BY INSTITUTION)

Recommendation of the institution
(only one application per student is to be recommended)

1. Certified that Shri/Kum./Smt. _____ is studying course of _____ which is (please tick the relevant or specify) Diploma / Degree / PG level study / any other (please specify _____) and is presently studying in -
(Tick whichever is applicable)

I Year	II Year	III Year	IV Year
--------	---------	----------	---------

The duration of the course is _____

2. The information furnished above by the student is in order and correct as per records of the Institution.
3. The student is receiving scholarship / financial aid / stipend from _____ / not receiving any scholarship / financial aid / stipend from any other source as per records of the Institute
4. The annual tuition fees requirement for academic year _____ is Rs. _____
5. General conduct of the student is satisfactory/ unsatisfactory
(please strike out whichever is not applicable)

Signature & Name of Head of Institution / Registrar / Dean

Date: _____

Place: _____

Seal of the Institution

Certified that the applicant is not receiving any financial assistance from state Government/ central Government under any other scheme

Place: _____

Signature of Block Development Officer/
Executive Officer NAC/ Municipality

Date: _____

**PROFROMA FOR SUBMISSION OF PROPOSAL
FOR LIVELIHOOD BUSINESS INCUBATOR**

1.	Executive Summary	:	
2.	Endorsement from HEAD of Institution/ Agency hosting the LBI	:	
3.	Name of the LBI: Address, Phone, Fax	:	
4.	Name of Host / Promoting Institution/ Agency/ Organization Address, Phone, Mobile, E-mail	:	
5.	Particulars of Directors/ Partners/ Trustees/ Proprietor (Name Address Telephone/ Mobile, E-mail Age, Qualification & Experience)	:	
6.	Name, Designation & contact details of the LBI Head: - Address, Phone, Mobile, E-mail	:	
7.	LBI Information-General	:	
	a) Legal Status of LBI (enclose certificate of registration)	:	
	b) Establishment date & summary of registered Objectives	:	
	c) List of Governing Body / Board of Directors	:	
	d) Is the LBI head full time (w/o any other responsibility) and what powers are given for autonomy of LBI?	:	
	e) Thrust Areas of Incubation	:	
	f) Name of the Government Dept. / Ministry which is the sponsor	:	
	g) Date of last Annual General Meeting (attach the minutes of meeting)	:	
	h) Enclose Annual Audited statement & IT returns for last 3 years	:	
8.	Partner Institution's preparedness to host LBI	:	
	a) Experience and Expertise of the LBI Coordinator from Institution identified for the setting up of LBI. (Attach a brief CV/bio-data, a person with domain expertise and having conceptual understanding and deep interest for innovation and entrepreneurship would be	:	

	preferred to steer the LBI till it gets operationalized and thereafter would be an active interface between H.I. and LBI)	:	
	b) Details of patents granted, if any (Last 5 Years)	:	
	c) Awards & Recognition (Last 5 years): Details of Recognitions & Awards (having significant importance) won. Indicate separately for Faculty and Student community	:	
	d) Any other notable activities in innovation and entrepreneurship	:	
	<ul style="list-style-type: none"> ▪ Indicate details of product development /commercialization by faculty/students, ▪ Details of the faculty with entrepreneurship orientation ▪ Details of having organized relevant entrepreneurship development programmes (courses, workshops, seminars, competitions, lectures etc.) in the institute 	:	
9.	FEASIBILITY OF LBI Details on the institution's strength and preparedness in hosting LBI	:	
	a) Strength of the Institute in hosting LBI	:	
	b) Overall business environment of the location and ecosystem in the region	:	
	c) Assessment of entrepreneurial needs	:	
	d) Sources of tapping new incubate entrepreneurs	:	
	e) Financial model of the Incubator for operational sustainability of the LBI after 2/3 years as the SSEPD support will be available for first two years and may be extended by one more year with due approval	:	
10.	In case the LBI has any collaboration with other agencies for the specific project applied for details of Collaborator, their share contribution and approval thereof.	:	

11.	How much built up area (in sq. ft.) will be made available for LBI? (Enclosed layout plan)	:	Sl	Description	Space Proposed (sq ft.)
			1	Dedicated Incubation Space	
			2	Conference Room	
			3	Meeting Room(s)	
			4	Office Space	
			5	Others (Specify)	
			TOTAL		

12.	Proposed Strategy & activity for agro / rural enterprise development.	:	
13.	Year-wise work plan for five years (a separate time linked activity chart to be provided along with the detailed work plan)	:	
14.	Target milestones (should be projected based on most likely attainable targets)	:	

Sl.	Outcome	Year 1	Year 2	Year 3	Year 4	Year 5	Total
a)	No. of entrepreneurs to be admitted for incubation						
b)	No. of entrepreneurs to be graduated from the incubator						
c)	No. of new products/ technologies to be developed/ innovations to be commercialized						
d)	No. of start-up service / start-up enabling / other firms to be incubated (many would be start-up themselves)						
e)	No. of college connect & related trainings to be conducted						
f)	No. of conferences / seminars /workshops to be organised						
g)	Other notable services to be provided [No. added every year to the existing]						

15.	Budget A) Non- Recurring	:	Sl.	Item of Expenditure	Amount (INR)
			1		
			2		
			3		
			4		
			Total		

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B) Recurring : _____

Sl.	Heads	Year 1	Year 2	Year 3	Year 4	Year 5	Total
1	Manpower						
2	Travel						
3	Utility & Maintenance						
4	Marketing promotion & publicity						
5	Network & Training Programmes						
6	Miscellaneous & Contingencies						
	Total						

* Budget break-up of manpower and training programmes to be given on a separate sheet

16. Revenue Generation Projections for Sustainability of LBI : _____

Sl.	Means of Revenue Generation	Year 1	Year 2	Year 3	Year 4	Year 5	Total
1							
2							
3							
4							
5							
	Total						

Name & Signature of the Head of the Institution/Agency

Name & Signature of the LBI Co-coordinator

Date:

Place:

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ENDORSEMENT FROM THE HEAD OF INSTITUTION/AGENCY HOSTING THE LBI
(on letter head)

1. We have gone through and agree to abide by the terms and conditions of the grant scheme for LBI.
2. We have not submitted, nor do we intend to submit this, or a similar project proposal, to any other agency for financial or other support. In case we get the support, we will keep SSEPD informed.
3. We undertake that a full time dedicated Incubation Manager will be appointed to head the LBI and further appoint necessary full time support staff for the LBI. We also undertake that the LBI will be given functional autonomy and financial powers.
4. We undertake to provide _____ sq. ft. dedicated space to the LBI, in the campus and that such space would be provided for a minimum period of 5 years and extendable if so desired by SSEPD.
5. Certified that the hardware, other basic facilities and such other administrative support required for successful running of LBI will be extended to the LBI by Host Institute, as per terms and conditions of the grant.
6. We undertake to submit progress reports, statement(s) of accounts, utilization certificates, etc. as required.
7. Certified that Shri/Smt..... will be the LBI Co-coordinator of the proposed LBI. The LBI Coordinator will assume the responsibility of implementation of the project.
8. Our institution/agency assures to undertake the complete financial and other management responsibilities of the LBI, and successful running of LBI beyond 2/3 years of SSEPD's financial support.
9. If any of the above statements found to be incorrect by SSEPD at any point of time, the organization takes the responsibility to refund the entire amount released by SSEPD.

Date.....
Place.....

Name, Signature & Seal of the
Head of LBI

Form of Application for Grant –in-Aid to PIAs

1. Financial Year for which Grant –in- Aid Requested for :
2. Project for which grant –in- aid applied for (enclose detail project proposal & beneficiary list) :
3. Amount of grant-in-aid applied for (enclose detailed estimate) :
4. Name & complete address of managing organization (PIN Code, Phone, Fax, website, Email etc.) :
5. Date of Establishment :
6. Registration Details (Act under which registered with no. & date) (enclose copies of certificates & Byelaws) :
7. If registered under FCR Act, registration number, date & validity period (Enclose copy) :
8. Registration under Income Tax Act 1961 (PAN number, 12 AA, 80G etc.) (Enclose copies) :
9. Registration under PWD Act 1995 and NTMR Act 1999 (enclose copies) :
10. Details of Governing Body/ Managing Committee of the Organization (in the format) :
11. Financial status of the organization (enclose auditor's report & balance sheet with IT return certificate for last 3 years.) :
12. Whether separate project -wise accounts have been maintained for grants sanctioned earlier? :

S. No.	Name & Address	Occupation	Tel. No.	Educational Qualification

13. Whether principle of joint operation of Bank Accounts is being followed? :

14. Details of assets of the organization (in format) :

Sl.	Items	No. of Units	Value

15. List of available professional staff with RCI registration number :

Sl.	Name & Address	Qualification	RCI Registration Number

16. Activities/ programmes of the organization (please enclose latest annual report) :

17. Projects/ programmes under implementation (in format) :

Sl.	Project Name	Location	Beneficiaries (category & no.)	Project cost

18. Weather the organization is ever black listed or charge sheeted by any authorities? If yes details thereof. :

19. Details of Bank Account (with branch address, account number, IFSC/ RTGS code etc.) :

20. Name and address of contact person with mobile & email address :

21. Utilization Certificate in respect of last year's GIA submitted or not. Enclose a copy of the same.

22. Any other (specify) :

Date:

Signature of
Head of Institution with Seal

FORM O.G.F.R. 7 A

(See Rule 172)

Form of "Utilization Certificate for the Year _____"

I hereby certify that the grant placed at my disposal/at the disposal of in the year,.....and the amount available for expenditure during the said year were as follows :—

- I. (a) Unspent balance at the end of the year : Rs.
- (b) Grant received during the year of : Rs.
Quote the number and date of authorization issued by Accountant-General, Odisha. Whenever it is dependent on such authority and in other cases only the number and date of sanction and designation of sanctioning authority.
(F. D. Memo. No. 30007-(144) F-, dared the 27th July, 1962)
- Total** : Rs.
- II. Expenditure during the year
- (i) Out of unspent Balance as in 1 (a) above : Rs.
- (ii) Out of the grant referred to in 1 (b) above : Rs.
- Total** : Rs.
- III. unspent balance at the end of the year Rs.

2. I further certify that the expenditure of Rs..... shown as expenditure in the year has been expended solely on under my charge within the Jurisdiction of and for no other purpose and that the sum of Rs. (.....) shown as balance at the end of the year. is available for expenditure and no part or it has been diverted to other purposes.

Contd....p/2

//2//

3. I further certify that a list of works on which the expenditure Rs. has been incurred and the amount spent on each has been prepared and maintained in my office in the office of the,.....;

Dated, the

Chairman/President/ Secretary of

Dated, the

DISTRICT OFFICER

Dated, the

HEAD OF THE DEPARTMENT

**BHIMA BHOI BHINNAKSHYAMA SAMARTHYA ABHIYAN
MONTHLY PROGRESS REPORT**

1.	Reporting Month	:	
2.	Programme / Component	:	
3.	Programme Location	:	
4.	Implementing Agency	:	

Part I – Physical Progress

A	Samarthya Sibir Abhiyan	Up to Last Month	Current Month	Total
1	Sibirs Conducted			
2	No. of PwDs Evaluated (Category wise)			
3	No. of PwDs issued Certificates			
	Registered for			
4	Therapy			
5	Aids & Appliances (Category wise)			
6	Surgery (Category wise)			
7	Education / Scholarship			
8	Skill/ Vocational Training			
9	Self Employment			
10	Others (Specify)			

B	Aids & Appliances & Self Employment Kit	Up to Last Month	Current Month	Total
1	Orthosis			
2	Prosthesis			
3	Support/Splint			
4	Tricycle			
5	Wheel Chair			
6	Auxiliary Crutches			
7	Elbow Crutches			
8	Walking Stick			
9	Braces			
10	CP Chairs			
11	Standing Frame			
12	Walker			
13	Rolator			
14	Hearing Aids			
15	Ear Mould			
16	Solar Charger			
17	Blind Stick / Long Cane			

18	Braille Slate			
19	Digital Voice Recorder			
20	Low Vision Kit			
21	Educational Kit for VI			
22	Lap Top for with Jaws Software			
23	Educational Kit (ID/ ASD)			
24	MCR Shoes/ Chappal			
25	Smart Appliances			
26	Motorized Tricycle/ WC (CSR)			
27	Geriatric Appliances			
28	Others (Specify)			

C	Surgeries	Up to Last Month	Current Month	Total
1	CTEV Surgery			
2	Reconstructive Surgery			
3	Burn Contracture Surgery			
4	Cataract Surgery			
5	Corneal Replacement			
6	Cochlear Implant Surgery			
7	Cleft Lip/ Palate Surgery			

D	Job Fairs for PwDs	Up to Last Month	Current Month	Total
1	Registration for Job Fair			
2	Carrier counseling & guidance			
3	Support for on the job training			
4	Induction training			
5	Employment facilitation			
6	Pre- examination Coaching			
7	No. PwDs Placed in Employment			
8	Post placement follow-up & guidance			
9	Others (Specify)			

E	Kshyamata Express	Up to Last Month	Current Month	Total
1	Awareness Progs. Conducted			
2	Detection Camps Conducted			
3	No. of new cases identified			
4	Services Provided (Specify)			
5	Individual/ Family Counselling			
6	Parent/ Group Meeting			
7	Others (Specify)			

F	SHGs of PwDs (Mission Khyamata)	Up to Last Month	Current Month	Total
1	Nos. registered for SHG			
2	Number of SHGs formed			
3	No. of SHGs Opened Bank Account			
4	No. SHGs provided one time assistance			
5	Nos. covered under Skill upgradation			
6	Nos. of EDP Training Conducted			
7	Others (Specify)			

G	Skill Training & Self- Employment	Up to Last Month	Current Month	Total
1	Nos. registered for training			
2	Pre-training Counselling			
3	Skill training			
4	Post training support			
5	Post training employment			
6	Post training Self-employment			
7	Post employment follow-up			
8	Others (Specify)			

H	Livelihood Business Incubator	Up to Last Month	Current Month	Total
1	No. of entrepreneurs admitted			
2	No. of entrepreneurs graduated			
3	No. of new products/ technologies developed/ innovations commercialized			
4	No. of startup service / startup enabling / other firms incubated			
5	No. of college connect & related trainings conducted			
6	No. of conferences / seminars /workshops organized			
7	Other notable services provided			

I	Community Based Rehabilitation	Up to Last Month	Current Month	Total
1	Sensitization camps conducted			
2	Counselling Provided (Nos.)			
3	Medical assessment / therapy (Nos.)			
4	Special Education			
5	Inclusive Education			
6	Vocational Training			
7	Self Employment			
8	Others (Specify)			

J	Community Awareness (IEC)	Up to Last Month	Current Month	Total
1	Village Meetings Conducted			
2	Street Plays organized			
3	Video Shows organized			
4	Events for PwDs			
5	IEC material prepared			
6	Cultural shows/ competitions organized			
7	Publication if any			
8	Others (Specify)			

K	Legal Literacy, Counseling & Legal Aid	Up to Last Month	Current Month	Total
1	No. of PwDs registered			
2	No. of PwDs counseled			
3	No. of PwDs provided legal aid			
4	Legal Literacy Progs. Conducted			
5	No. of cases filed			
6	No. of cases resolved			
7	Others (Specify)			

Part II – Special Aspects

1	Details of Notable Events	:	
2	Special Achievements	:	
3	Success Stories	:	Enclose Case History with Photograph/ Video
4	Problems, if any during	:	
5	Others (Specify)	:	

Part III – Financial Performance

A Receipts						
Sl. No.	Approved Budget (Head Wise)	Grants			Other Sources	Grand Total
		Receipts up to Last Month	Receipts during the Month	Total Receipts		
1						
2						
3						
4						
5						
	TOTAL					

B Expenditure							
Sl. No.	Approved Budget (Head Wise)	Grants available for the Year	Expenditure			Balance Available	Remarks
			Up to Last Month	During the Month	Total Expenditure		
1							
2							
3							
4							
5							
	TOTAL						

(Signature of Authorised Signatory)

Name: _____

Designation: _____

Dated: _____

GUIDELINES ON

SAHAYA

**(A Scheme for Protection, Care
and Rehabilitation of Beggars)**

**DEPARTMENT OF SOCIAL SECURITY AND
EMPOWERMENT OF PERSONS WITH DISABILITIES
GOVERNMENT OF ODISHA**

INTRODUCTION

The Constitution of India envisages equality, freedom, justice and dignity of all individuals and implicitly mandates an inclusive society for all. Article 21 of the Constitution provides the Right to Protection of life. Article 38 provides to secure a social order for the promotion of welfare of people by the States. Article 41 provides for making effective provisions for securing the right to work, to educate and to public assistance in case of unemployment, old age, sickness and disablement and in other cases underserved want.

The act of begging has commonly existed in every period of history. Beggary is the act of soliciting or receiving alms in a public place for earning livelihood, whether or not under any pretense such as singing, dancing, fortune-telling, performing or offering any article for sale. This act forms the source for labour disrespect decrease of human respect and damage of social and individual structure through violation of a number of humanitarian and religious feelings. For that reason, beggary stands before us as a psycho-social problem that has to be fought against and solved.

Beggary is the consequence of destitution, a situation of extreme vulnerability with multiple dimensions. Persons experiencing destitution live in a vicious cycle of poverty, homelessness, powerlessness, stigmatization, discrimination, exclusion and material deprivation, all of which mutually reinforce each other. Poverty or abandonment amongst homeless persons, persons affected with leprosy, the differently abled, persons with mental disabilities, the old, infirm and others in similar situations forced many people to adhere to begging. A substantial percentage of people who are found begging are persons with disability, infirm or affected by illnesses such as leprosy.

State laws on begging differ fundamentally in their approach towards the treatment of children found seeking alms. Under the Juvenile Justice (Care and Protection of Children) Act, 2015, children found begging are treated as victims in need of care and protection to be dealt with by child welfare committees. Some of the state laws, on the other hand, treat them as criminals who can be sent to an institution. The Beggars (Protection, Care and Rehabilitation) Model Bill of 2016 aims to set up a rehabilitative framework for people found begging. It does not criminalize begging, other than for repeated and organized begging, and does not allow for detention of dependents. It focuses instead on providing protection, care and support.

ELEMENTARY CONCEPT

Begging is defined in Indian law as soliciting or receiving alms in public place by exposing wound, injury, deformity or disease whether of himself or of any other person or animal. It is the practice of imploring others to grant a favor, often a gift of money, with little or no expectation of reciprocation. People affected with leprosy are often found displaced from mainstream society due to stigma attached to the disease and are forced to beg. The beggars include persons:

- a) soliciting or receiving alms in a public place, whether or not under any pretense such as singing, dancing, fortune-telling, performing or offering any article for sale ;
- b) entering on any private premises for the purpose of soliciting or receiving alms ;
- c) exposing or exhibiting, with the object of obtaining or extorting alms any sore, wound, injury, deformity or disease whether of a human being or animal ;
- d) having no visible means of subsistence and wandering about or remaining in any public place in such condition or manner, as makes it likely that the person doing so exists by soliciting or receiving alms ; and
- e) allowing oneself to be used as an exhibit for the purpose of soliciting or receiving alms.

The Social Security and Empowerment of Persons with Disabilities (SSEPD) Department, Government of Odisha recognizes that beggars are valuable human resource for the society and seeks to create an environment that provides them equal opportunities, protection of their rights and full participation in society. The SSEPD Department, Government of Odisha, as part of an integrated initiative for beggars promotes the new umbrella scheme "SAHAYA" for protection, care and rehabilitation of beggars to be operated in a mission mode with manifold objectives.

OBJECTIVES

The Department recognizes that beggars are valuable human resource for the society and seeks to create an enabling environment that provides them equal opportunities, protection of their rights and full participation in society. To ensure equitable justice for beggars, primarily the leprosy affected, aged and differentially abled the "SAHAYA" scheme will focus on the following broad objectives:

1. To create an enabling environment to ensure equal opportunities, equity, social justice & empowerment of beggars.
2. To encourage voluntary action and participation of all stake holders for ensuring effective implementation of the scheme.
3. To expand outreach activities for rehabilitation of beggars and create facilities for providing appropriate rehabilitation services.
4. To promote individual and group initiatives by beggars for employment, self-employment and other socio-educational services.
5. To facilitate care of children of beggars including leprosy affected persons and encourage mainstreaming of their daughters.
6. To strengthen the existing implementation machinery and create facilities for coverage of all uncovered areas of the state for ensuring complete coverage of beggars.

STRATEGY

The approach of this scheme is to make available the whole range of services necessary for rehabilitation of beggars, especially the leprosy affected, aged and differentially abled. With a view to include beggars in the mainstream of society and actualizing their potential, the thrust would be on the following key strategies:

1. Survey and identification of beggars including the leprosy affected and issuance of required certificates and multipurpose smart cards to them.
2. Promote health status through health insurance and supply and fitting of mobility aids to beggars suffering from leprosy, disability and deformity.
3. Facilitate education through pre and post-matric scholarship for education of child beggars, destitute children and children of beggars.
4. Provide livelihood support through skill development training, supply of self-employment kit and formation of self-help groups.
5. Set up Rehabilitation Centres, Counselling & Referral Centre as well as Outreach and Mobilization Units for facilitating rehabilitation of beggars.
6. Organize programmes of sensitization of workers & activists, community awareness campaign and conduct research & documentation on beggary and destitution.

PROGRAMME COMPONENTS

The scheme of protection, care and rehabilitation of beggars aims at providing comprehensive rehabilitation support to all the target groups. The scheme will have the following programme components:

1. Survey & Identification
2. Assistance to Parents
3. Pre & Post Matric Scholarship
4. Skill development training
5. Self-employment kit
6. Self Help Group
7. Rehabilitation Centres
8. Outreach & Mobilization Unit
9. Mainstreaming Award
10. Marriage Incentives & Support
11. Sensitization of Workers & Activists
12. Community Awareness Campaign
13. Research & Documentation

SURVEY & IDENTIFICATION

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No accurate estimates on beggars are available yet except those of crude estimates. It is important to note, however, that accurate figures are unavailable due to the fact that no formal estimation of the number of beggars living in Odisha has been conducted till date. The SSEPD Dept. has taken initiatives to conduct a state wide survey on beggars, results of which are yet to come. In view of the above facts the Dept. proposes to conduct survey and identification of beggars in the state from time to time. This survey and identification process will help the Dept. to enroll all of them in different schemes and programmes.

ASSISTANCE TO PARENTS

a) Need for Supportive Money

Awareness and information is needed among parents/ guardians to support their children, setting aside their discomfort and deeply held normative attitudes. Parents should be alert to the risk of the children facing bullying and other violence outside the home — in the extended family, at schools, on the playground, and support them accordingly. They also need to take cognizance of the escalation in stress and discrimination faced by children of beggars including leprosy affected persons.

Counseling and other mental health services that affirm the child's inferiority complexes are needed for the child as well as their parents. Support groups help parents to overcome social taboos and realize that they, as parents, are not alone. Additionally, existing forums such as the Anganwadi Centres, Self-Help Groups and Bharat Nirman Volunteers (BNVs) may be oriented on these issues, and involved in providing information to parents of children and to the society at large.

Financial assistance will be provided to the parents of beggars including leprosy affected persons in order to support such parents in successfully bringing up their children against societal intolerance, stigma, discrimination and violence. It shall also act as a feeder program for the component of pre and post matric scholarship.

b) Eligibility

For purpose of claiming financial assistance, the following criteria shall apply:

1. Parents are beggars including leprosy affected persons and permanent domicile of Odisha.
2. The age of the child is less than 18 Years.
3. In case of death of the parent, supportive money will be made available to the guardian subject to production of the relevant Certificate of guardianship obtained from Competent Authority.

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c) Extent of Assistance

The assistance under the head will be provided to parent at the rate of Rs 1000/-(rupees one thousand only) per child per month and can be paid till the child attains the age of 18 years.

d) Modus of allocation/ sanction / disbursement of assistance

1. The parents desiring to avail the assistance will submit an application as given in the **Annexure A** through the Block/ ULB Administration.
2. The Block/ ULB Administration on receipt of such applications will verify the information given therein with reference to records available, and recommend for sanction to concerned DSSO.
3. On the receipt of all such recommended applications, the concerned DSSOs will scrutinize the applications and get those sanctioned from the Collector as per rules and procedures.
4. DSSO, as the case may be, after sanctioning the assistance, will place Block and ULB wise requirement of funds to SSEPD Department at the beginning of the financial year.
5. After sanction of the assistance amount, the DSSO will ensure that bank account is opened in post office or scheduled commercial bank in the name of the child jointly with father / mother/ guardian.
6. The District Social Security Officer (DSSO) will see that such requirement reaches him / her by the given date line.
7. After receipt of requirement from the DSSO, the Department will release funds in first allotment to the DSSOs & fund will be remitted to concern child directly.
8. After disbursement, the DSSOs will submit consolidated UCs to the Department by the 31st March with due countersignature of the Collector.
9. The DSSOs will make online entry of data on parents assisted including information on the children of beggars including leprosy affected persons.

PRE & POST MATRIC SCHOLARSHIP

The objective of the component is to provide financial assistance to the child beggars and children of beggars studying at pre and post matriculation or post-secondary stage to enable them to complete their education. These scholarships are available to the child beggars and children of beggars for studies in India only and are awarded where the applicant is studying.

a) Scholarship

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1. The students desirous to avail the scholarship shall submit applications in prescribed format to the DSSO with certification/ recommendation by head of the educational institutions.
2. Under this scheme students so eligible will get scholarship for a maximum period of 10 months in an academic year. The students availing scholarship from either the Central or State Govt. under any other scheme shall not be considered.
3. Rate of scholarship

Sl.	Category	Rate/ PM
1	Pre-Matric (From Std. V to X)	800
2	Post-Matric (From Std. XI -XII)	1,000
3	General Graduate/ Post Graduate Courses	1,500
4	Professional Degrees/ Diplomas/ Certificates	2,000

4. The DSSOs will scrutinize the applications and shall submit requirement of funds to the Department by end of September. After receipt of the funds DSSOs will remit the scholarship to the accounts of the students with the approval of Collector.
5. The scholarship required will be remitted in advance for one year in question and roll over to the next academic session.
6. The utilization certificate on the expenditure shall be submitted by the DSSO along with proof of remittance with due counter signature of Collector to the Department by 28th February of each year.
7. Efforts should be made to utilize funds in the same year. In exigencies the undisbursed balance amount should be rolled over for next year payment and shall be utilized first.

b) Conditions of Eligibility

For the purpose of award of scholarship under the scheme, applications can be submitted subject to fulfilling the following conditions.

1. The applicant is a bona fide resident of Odisha.
2. The applicant is either a beggar or child of a beggar.
3. The applicant is a regular student of recognized educational institutions.
4. The applicant shall have family income of not more than Rs. 2, 40,000/- per annum.
5. The applicant is not in receipt of any financial assistance from State Govt./ Central Govt. under any other scheme.

c) **Modus of allocation/ sanction / disbursement of scholarship**

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1. The students desiring to avail the scholarship will submit an application as given in the **Annexure B** through the head of institutions immediately after taking admission.
2. The head of institution on receipt of such applications will verify the information given therein with reference to records available, and recommend for sanction to concerned DSSO.
3. On the receipt of all such recommended applications, the concerned DSSOs will scrutinize the applications and get those sanctioned from the Collector as per rules and procedures.
4. DSSO, as the case may be, after sanctioning the scholarship, will place Block and ULB wise requirement of funds to the Department under intimation to the Collector concerned.
5. After sanction of the scholarship amount, the DSSO /head of the institution will ensure that bank account is opened in the name of the candidate in case the candidate is 18 years of age or above, or a joint account in the name of father / mother/ guardian of the candidates in case the candidate is below 18 years.
6. The District Social Security Officer (DSSO) will see that such requirement reaches him / her by the given date line.
7. After receipt of requirement from the DSSO, the Department will release funds in first allotment to the DSSOs & they will remit the fund to the students directly.
8. After disbursement, the DSSOs will submit consolidated UCs to the Department by the 31st March with due countersignature of the Collector.
9. The scholarship will be payable from the month of admission up to end of the academic session including the month of examination subject to maximum of 10 months in an academic year.
10. For continued absence for a period not exceeding three months, the scholarship shall be paid in full, provided that the absence is on health ground. In case of continuous prolonged absence without justified reasons, the DSSO concerned shall take a decision after making an inquiry.
11. The DSSOs will make online entry of data on students including information on passing out from the course followed with certification.

SKILL DEVELOPMENT TRAINING

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The component aims at providing skill development trainings to the beggars to enable them to start income generating activities on their own or get gainfully employed in some sector or the other. Skill Development, is essential for beggars to get wage/self-employment and for higher earnings, and/or improved working conditions, such as getting formal certification for hitherto informal skills, and/or moving from informal to formal sector jobs or pursue higher education/training. Soft skills (which would include computer literacy, language and workplace inter-personal skills relevant for the sector/trade) will be an integral part of the skills training process and will be suitably integrated into the course modules. All Skill Development courses offered under the scheme framework will conform to the standards prescribed under National Skill Qualification Framework (NSQF).

Funds under skill development schemes will be available for the following:

- a) Capital expenditure for creation/up gradation of infrastructure for skill development training.
- b) Recurring cost of training individual trainees including placement costs.
- c) Support for boarding & lodging in case of residential training and/or transportation cost for non-residential students.

Budgetary Provisions:

- a) Base cost @ Rs. 27.50 per hour of training. The hourly rates shall be inclusive of cost components such as i) Mobilization of candidates, ii) Post-placement tracking/monitoring, iii) Curriculum, iv) Placement expenses, v) Trainers' training, vi) Equipment, vii) Amortization of infrastructure costs/ utilities, viii) Teaching Aid, ix) Raw material, and x) Salary of trainers.
- b) To and fro transport cost as per actuals may be payable to trainees.
- c) For residential trainees boarding & lodging costs up to a maximum per trainee per day @ Rs. 175/- for rural areas and @ Rs. 200/- for urban local bodies will be reimbursed.
- d) Upon successful completion of non-residential skill training programmes, and after certification, all persons will be reimbursed the cost incurred in travelling to and from the training centre subject to maximum of @ Rs. 1,000/- pm.
- e) In order to enable the newly skilled PwDs to settle into their jobs/ vocations under wage employment, post placement support would be provided directly to the candidate @ Rs. 1,500/- per month for maximum of two months.

a) Eligibility

1. A beneficiary should be a person in destitution above 18 years of age.
2. The beneficiaries whose parents'/ legal guardians' income from all sources including the income of the beneficiary does not exceed Rs. 2.40 lakh annually.

Illustrative list of trades may include:

- | | |
|---|--------------------------------------|
| 1. Carpentry | 15. Tie & Die Training |
| 2. Computer Application & DTP | 16. Leather Art Training |
| 3. Stone Carving | 17. Spray Painting & Denting |
| 4. Diary Making Training | 18. Welding & Fitter Training |
| 5. Electrician Training | 19. TV, VCR, Radio Repairing |
| 6. Pearl Culture | 20. Garment Designing |
| 7. Gem Cutting & Polishing | 21. Beauty Culture & Hair Dressing |
| 8. Motor Windings Fitting Training | 22. Cooking/Catering Services |
| 9. Videography & Photography | 23. Renewable Energy |
| 10. Plumbing Training | 24. Bedside Attendant & Home Nursing |
| 11. Printing, Composing & Book Binding | 25. Refrigeration & Air Conditioning |
| 12. Motor Cycle / Autorikshaw Repairing | 26. Food Preservation & Processing |
| 13. Spinning & Weaving | 27. Horticulture (Mushroom etc.) |
| 14. Leather Works & Shoe Making | 28. Craft Work (Bamboo, Wood) |

Note: The above list is not exhaustive but merely an illustrative list of activities.

SELF EMPLOYMENT

Socio-economic rehabilitation of beggars is one of the core areas of concern. For this purpose skill training along with entrepreneurship development training will be one of the priority activities. But, in many cases the beggars instead of coming to vocational training centres are adopting to family professions or other economic activities with traditional training and practical experience by doing. Among all these categories a number of beggars are not interested in any financial assistance but require a startup kit to start business. They face problems in availing such kits due to want of support they require for the purpose.

Beggars in these categories will be provided Self Employment Kits depending upon their trade requirement so that they can start their business from small scale or home based units and earn livelihood for themselves and their families. For this purpose such potential beggars can be identified along with the trade they are interested in pursuing and can be provided Self Employment Kits. The composition of kits and categories of kits which can be provided will be finalized in consultation with the SSEPD Dept. by the concerned DSSOs before procurement.

Group endeavour for generating self-employment based individual income including production; marketing, service centres etc. can also be promoted by the beneficiaries. The projects must ensure the object of providing individual income to the members of the group. Such proposals must contain details of the activity, minimum ensured income per member etc. Projects not exceeding one time investment of Rs. 20.00 lakhs will be considered.

SELF HELP GROUP

Group based business activity can be good options for the beggars. Formation of Self- Help Groups by beggars can be useful. The SHGs duly constituted by not less than 5 members (both males & females) and registered with DSSOs will be supported with one time assistance of Rs. 50,000/- for initial activity support and start-up capital.

The programme envisages promoting the SHGs through skill upgradation, entrepreneurship development training, book keeping and accounting, knowledge of market and some basic skills about activity etc. DDRCs/ NGOs / Voluntary Agencies / Development Agencies/ ITIs and RUDSETI type institutions/ capable agencies with good track record and professional competence to successfully implement such training.

REHABILITATION CENTRES

Beggars, apart from training, medical support, shelter etc. also requires emotional and psychological support, and encouragement as well as personality development training. For this purpose, rehabilitation centres will be set up with composite service facilities including skill training in different trades, personality development, yoga, soft skills education, counselling and other services. The centres will have facilities of residential training, farming activities, and psycho-social motivation for coming out of the state of destitution and reintegration with the mainstream society. The rehabilitation centres will strive to assist the beggars for engaging them in meaningful and sustainable activities as a measure of rehabilitation and livelihood support.

OUTREACH & MOBILIZATION UNIT

Beggars are seen mostly in public places including market, temples and railway station and even move from door to door for seeking alms. As such beggars spread over the state soliciting or receiving alms. Outreach & Mobilization Unit will identify beggars and provide intensive counselling and motivation to all identified beggars and will refer them to different service centres. The unit will ensure access of all beggars to basic necessities they need to be provided essential entitlements such as safe shelters, food, clothing, education, safe drinking water, and sanitation with the help of grassroots organizations, so that the benefits reach the end beneficiaries. The unit will link the beggars to different schemes and

programmes of the SSEPD and other line Departments and ensure that they receive deserved services and reintegrate with the mainstream society.

Under this programme support for following will be admissible:

- a) installation of helpline
- b) honorarium to counselor
- c) honorarium to IT staff engaged for operation of telephone, computer & social media
- d) office furniture & equipment
- e) expenses for telephone, computer peripherals and
- f) rent, recurring, travel and other contingencies.

MAINSTREAMING AWARD

The beggars are forced to live in solitude and often found indulged in soliciting or receiving alms in a public place in humiliating conditions. The beggars in process develop psycho-social problems and even develop sense of insecurity and inferiority complexes which at times prevent them from mainstreaming. In many cases in the initial period of mainstreaming effort many of the beggars find it difficult to continue in mainstream life even after availing packages of rehabilitative services. To ensure a long term incentive and support the beggars they are required to be awarded incentives. The beggars returning to mainstream society will be awarded an incentive support of Rs. 50,000/- . The award amount will be placed in fixed deposit in the name of person in destitution for a minimum period of three years in his name.

MARRIAGE INCENTIVES & SUPPORT

The beggars including leprosy affected persons being the victims of social taboos and situation of extreme vulnerability with multiple dimensions are often forced to stay out of the social circle along with their children. These persons experiencing destitution live in a vicious cycle of poverty, powerlessness, stigmatization, discrimination, exclusion and material deprivation, all of which mutually reinforce each other. Upbringing and education of children these people neither suffer for rearing of their children but also have to strive to educate them. The beggars including leprosy affected persons have to face the challenge in getting their daughters married to persons in mainstream social life not only due social taboos attached to them but also poverty and powerlessness.

The beggars including the leprosy affected persons getting their daughters married in mainstream social life are required to be facilitated for the purpose. This component envisages supporting such parents for marriage of their daughters. The support amount for this purpose will be limited to Rs. 50,000/-. The applicants have to apply for assistance in the prescribed form at **Annexure - C** for consideration and sanction.

SENSITIZATION OF WORKERS & ACTIVISTS

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Issue concerning beggars is a cross cutting issue for many line departments and a number of officers and staff of SSEPD and other departments are involved in providing different services to the beggars. Many of employees due to lack of adequate basic knowledge and information of problems and issues concerning beggars are unable to handle the matters relating to beggars. To address the issue special provision has been made to sensitize Govt. officials, NGO heads, PRI members, corporate managers and such other officials on issues relating to beggars.

COMMUNITY AWARENESS

Services and infrastructure for rehabilitation of beggars are to be promoted and institutions in govt., NGO and even corporate sectors are to be encouraged to come forward to work for the beggars. But due to want of proper information on availability of services for them a major section of beggars are unable to take the benefit of those available services. To sensitize the beggars and their families on services, schemes and programmes available for them and educate the community at large. Under this head following activities will be admissible:

- f) IEC material preparation (print/ electronic)
- g) Organization of fairs/ festivals
- h) Publication of magazines/ news letters
- i) TV/ Radio/ Print media publicity
- j) Cultural shows/ street plays
- k) Community level meetings/ campaigns
- l) Posters, Hoardings, Banners
- m) Events for Beggars (sports/cultural)
- n) Such other awareness activities

RESEARCH & DOCUMENTATION

Destitution is a situation of extreme vulnerability with multiple dimensions. The beggars trapped to vicious cycle of poverty, homelessness, powerlessness, stigmatization, discrimination, exclusion and material deprivation, all of which mutually reinforce each other. Much can be learned about the experience of beggars, therefore, by studying how they are living, organizing, and advocating for their rights across different social and political conditions. Similarly documentation on rehabilitation models and initiatives is another arena of concern. For this purpose the Dept. proposes to support such research and documentation activities.

ROLE OF DISTRICT ADMINISTRATION

The District Administration will coordinate and converge the programmes and schemes of the Government for promoting comprehensive rehabilitation of the beggars in the district. District Administration needs to undertake detailed survey to identify all beggars living in the district so that an action plan to cover each person by appropriate benefits can be drawn up. Most of the problems of the beggars could be dealt with by effectively bringing them into the fold of Government schemes that already exist. However, benefits under most of the schemes are not reaching to the beggars because there is very little awareness among the implementing officers about the need to focus on the transgender persons or even earmarking of funds under schemes for beggars. Roles may include:

- a) Survey and identification of all beggars and creation of detailed database.
- b) Convergence and synergy among various development schemes for beggars such as homestead land, housing, Adhaar Card, Ration Card etc.
- c) Facilitate enrolment of all child beggars and children of beggars in schools, disbursement of scholarships and skill training of youths in destitution.
- d) Health care and restoration of their physical strength by diagnosis and treatment of their diseases and promote universal health insurance coverage.
- e) Ensure coverage of beggars in all programmes and schemes, employment and self-employment etc. and support for tool kits and CMRF assistance
- f) Developing daily living and activity skills by restoring their psychological strength, confidence and self-esteem
- g) Help placing elderly beggars in old age homes, women beggars in Swadhar or short stay homes and lepers put in homes built under ongoing Government-programmes.
- h) Provide opportunities to all beggars for redressal of grievances, settlement of issues concerning guardianship and justice.
- i) Basic literacy should be provided and help of Art of living can be taken to develop sustainable life skills through training programme
- j) Enroll all beggars in different social security programmes and develop social identity of beggars.
- k) Promote participation of line departments, NGOs, Red Cross and other CSR agencies in the process of rehabilitation of beggars.
- l) Awards should be given by the District Administration to the top 25 beggars in the District on independence/ Republic day to those beggars who achieve complete self-transformation physically, mentally, intellectually, psychologically and socially.

ROLE OF BLOCK/ ULB ADMINISTRATION

The Block/ Urban Local Body Administration are expected to coordinate and converge the programmes and schemes of the Government for promoting comprehensive rehabilitation and due rights and opportunities for the beggars in their respective jurisdiction through:

- a) Coverage of beggars under different schemes of poverty alleviation, housing, pension etc.
- b) Sensitization of local leaders and PRI members on rights and issues concerning beggars.
- c) Participation of CBOs, BNVs, and other stake holders at the grass root level.
- d) Survey and identification of beggars, implementation of schemes and instructions issued by the Department/ District Administration.

BUDGET PROVISION & UTILIZATION

The Collectors concerned should place the estimated budget requirement for their respective districts well in advance to the SSEPD Dept. for release of funds. In case of NGOs the application/ request for funds shall be submitted to the SSEPD Dept. in prescribed proforma enclosed in **Annexure- D** along with support documents.

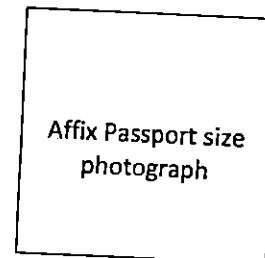
Proper records of beneficiaries, the acknowledgement of receipt of appliances by them, the tender procedure followed etc. should be maintained as per govt. financial procedures. Utilization Certificates for the programme/ project should be sent to the Director SSEPD by 31st March of the ongoing financial year. Similarly the NGOs shall submit utilization certificate (**Annexure-E**), audited statement and report cards along with such other documents as may be asked for. All soft copies must be sent to the Director, SSEPD at ssepsec.od@nic.in within one month of completion of programme/ activity.

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Annexure A

**APPLICATION FOR AWARD OF SUPPORTIVE MONY TO BEGGARS INCLUDING LEPROSY
AFFECTED PARENT/ GUARDIAN FOR THEIR CHILDREN**

1. Name of Child :
2. Date of Birth (enclose birth certificate) :
3. Caste/ Sub Caste :
4. ADHAAR Number of Child if any (enclose copy) :
5. Parent's Name :
6. Address :
7. Applicant's name & address (if applicant is other than parents) (enclose Certificate of guardianship obtained from Competent Authority) :
8. If continuing education mention class and school name & address (enclose studentship certificate from head of the institution) :
9. Family Income per annum (please enclose Income Certificate) :
10. Any other information applicant wishes to provide :



I hereby declare that information provided above is true to the best of my knowledge and I am aware that providing wrong information will make me liable to legal action and recovery of support money amount.

Date:

Name & Signature of the applicant

Place:

Name & Signature of Parent/ Guardian

**APPLICATION FOR AWARD OF SCHOLARSHIP TO
CHILD BEGGARS & CHILDREN OF BEGGARS
(for education after IV standard)**

1. Name of the Candidate :
2. Address :
3. Date of Birth/ Sex :
4. Father's name, :
5. Family Income per annum (please :
enclose Income Certificate)
6. Details of last examination :
passed (enclose mark sheet and
certificate thereof)
7. Course/ Class of education for :
which scholarship applied for
(academic session, duration, & date
of admission)
8. Name and address of the :
institution where course is
under-taken
9. Whether hosteller or a day :
scholar please specify
10. Details of Scholarship / Stipend / :
financial assistance being
received for the same course (if
any)
11. Any other information applicant :
wishes to provide

Affix Passport size
photograph duly
attested by the
head of the
institution

I hereby declare that information provided above is true to the best of my knowledge and I am aware that providing wrong information will make me liable to legal action and recovery of scholarship amount.

Date:

Name & Signature of the applicant

Place:

Name & Signature of Parent/ Guardian

(TO BE FILLED IN BY INSTITUTION)**Recommendation of the institution**

(only one application per student is to be recommended)

1. Certified that Shri/Kum./Smt. _____ is studying course of _____ which is (please tick the relevant or specify) Elementary/ Secondary/ Higher Secondary/ Diploma / Degree / PG level study / any other (please specify _____) and is presently studying in -

(Tick whichever is applicable)

I Year	II Year	III Year	IV Year
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The duration of the course is _____

2. The information furnished above by the student is in order and correct as per records of the Institution.
3. The student is receiving scholarship / financial aid / stipend from _____ / not receiving any scholarship / financial aid / stipend from any other source as per records of the Institute
4. General conduct of the student is satisfactory/ unsatisfactory (please strike out whichever is not applicable)

**Signature & Name of Head of
Institution / Registrar / Dean**

Date: _____

Place: _____

Seal of the Institution

Certified that the applicant is not receiving any financial assistance from state Government/ central Government under any other scheme

Place: _____

**Signature of Block Development Officer/
Executive Officer NAC/ Municipality**

Date: _____

**APPLICATION FOR ASSISTANCE TO BEGGARS INCLUDING LEPROSY AFFECTED
PARENT/ GUARDIAN FOR MARRIAGE OF DAUGHTERS**

A Details of Parents

1. Parent's Name :
(in case of guardian enclose
Certificate of guardianship obtained
from Competent Authority)
2. Address :
3. ADHAAR Number of parents :
(enclose copies)

B Detail of Daughter

1. Name of daughter :
2. Date of Birth (enclose birth :
certificate)
3. ADHAAR Number :
(enclose copy)
4. Educational Status :
5. Employment Status :

C. Other Information

1. Name & Address of Groom with :
whom marriage is fixed
2. Scheduled date of marriage :
3. Any other information applicant :
wishes to provide

UNDERTAKING

- a) I hereby declare that information provided above is true to the best of my knowledge.
- b) I have not claimed benefit under this scheme earlier.
- c) I am aware that providing wrong information will make me liable to legal action and recovery of support money amount.

Date:

Name & Signature of the applicant

Place:

Name & Signature of Parent/ Guardian

Form of Application for Grant –in-Aid to NGOs/ VOs

1. Financial Year for which Grant –in- Aid Requested for :
2. Project for which grant –in- aid applied for (enclose detail project proposal & beneficiary list) :
3. Amount of grant-in-aid applied for (enclose detailed estimate) :
4. Name & complete address of managing organization (PIN Code, Phone, Fax, website, Email etc.) :
5. Date of Establishment :
6. Registration Details (Act under which registered with no. & date) (enclose copies of certificates & Byelaws) :
7. If registered under FCR Act, registration number, date & validity period (Enclose copy) :
8. Registration under Income Tax Act 1961 (PAN number, 12 AA, 80G etc.) (Enclose copies) :
9. Registration under PWD Act 1995 and NTMR Act 1999 (enclose copies)/ Others (Specify) :
10. Details of Governing Body/Managing Committee of the Organization (in the format) :
11. Financial status of the organization (enclose auditor's report & balance sheet with IT return certificate for last 3 years.) :
12. Whether separate project -wise accounts have been maintained for grants sanctioned earlier? :

S. No.	Name & Address	Occupation	Tel. No.	Educational Qualification

13. Whether principle of joint operation of Bank Accounts is being followed? :

14. Details of assets of the organization (in format) :

Sl.	Items	No. of Units	Value
-----	-------	--------------	-------

15. List of available professional staff with RCI registration number :

Sl.	Name & Address	Qualification	RCI Registration Number
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16. Activities/ programmes of the organization (please enclose latest annual report) :

17. Projects/ programmes under implementation (in format) :

Sl.	Project Name	Location	Beneficiaries (category & no.)	Project cost
-----	--------------	----------	---------------------------------	--------------

18. Weather the organization is ever black listed or charge sheeted by any authorities? If yes details thereof. :

19. Details of Bank Account (with branch address, account number, IFSC/ RTGS code etc.) :

20. Name and address of contact person with mobile & email address :

21. Utilization Certificate in respect of last year's GIA submitted or not. Enclose a copy of the same.

22. Any other (specify) :

Date:

Signature of
Secretary/ President with Seal

FORM O.G.F.R. 7 A

(See Rule 172)

Form of "Utilization Certificate for the Year _____"

I hereby certify that the grant placed at my disposal/at the disposal of in the year,.....and the amount available for expenditure during the said year were as follows :—

- I. (a) Unspent balance at the end of the year : Rs.
- (b) Grant received during the year of : Rs.
 Quote the number and date of authorization issued by Accountant-General, Odisha. Whenever it is dependent on such authority and in other cases only the number and date of sanction and designation of sanctioning authority.
 (F. D. Memo. No. 30007-(144) F-, dared the 27th July, 1962)
- Total : Rs.
- II. Expenditure during the year
 - (i) Out of unspent Balance as in 1 (a) above : Rs.
 - (ii) Out of the grant referred to in 1 (b) above : Rs.
 - Total : Rs.
- III. unspent balance at the end of the year : Rs.

2. I further certify that the expenditure of Rs..... shown as expenditure in the year has been expended solely on under my charge within the Jurisdiction of and for no other purpose and that the sum of Rs. (.....) shown as balance at the end of the year. is available for expenditure and no part or it has been diverted to other purposes.

//2//

3. I further certify that a list of works on which the expenditure Rs. has been incurred and the amount spent on each has been prepared and maintained in my office in the office of the

Dated, the

Chairman/President/ Secretary of

Dated, the

DISTRICT OFFICER

Dated, the

HEAD OF THE DEPARTMENT

MONTHLY PROGRESS REPORT

1.	Reporting Month	:	
2.	Programme / Component	:	
3.	Programme Location	:	
4.	Implementing Agency	:	

Part I – Physical Progress

A	Skill Upgradation Training for PwDs	Up to Last Month	Current Month	Total
1	Nos. admitted to Rehab Centre			
2	Nos. registered for training			
3	Pre-training Counselling			
4	Skill training			
5	Post training support			
6	Post training employment			
7	Post training Self-employment			
8	Post employment follow-up			
9	Others (Specify)			

B	SHGs	Up to Last Month	Current Month	Total
1	Nos. registered for SHG			
2	Number of SHGs formed			
3	No. of SHGs Opened Bank Account			
4	No. SHGs provided one time assistance			
5	Nos. covered under Skill upgradation			
6	Nos. of EDP Training Conducted			
7	Others (Specify)			

C	Others	Up to Last Month	Current Month	Total
1	Counseling Services			
2	Personality Development Training			
3	Self-Employment			
4	Self- Employment Kits			
5	Others (Specify)			

D	Community Awareness (IEC)	Up to Last Month	Current Month	Total
1	Meetings Conducted			
2	Street Plays organized			
3	Video Shows organized			
4	Events for Beggars			
5	IEC material prepared			
6	Cultural shows/ competitions organized			
7	Publication if any			
8	Others (Specify)			

Part II – Special Aspects

1	Details of Notable Events	:	
2	Special Achievements	:	
3	Success Stories	:	Enclose Case History with Photograph/ Video
4	Problems, if any during	:	
5	Others (Specify)	:	

Part III – Financial Performance

A Receipts						
Sl. No.	Approved Budget (Head Wise)	Grants			Other Sources	Grand Total
		Receipts up to Last Month	Receipts during the Month	Total Receipts		
1						
2						
3						
4						
5						
	TOTAL					

B Expenditure							
Sl. No.	Approved Budget (Head Wise)	Grants available for the Year	Expenditure			Balance Available	Remarks
			Up to Last Month	During the Month	Total Expenditure		
1							
2							
3							
4							
5							
	TOTAL						

(Signature of Authorised Signatory)

Name: _____

Designation: _____

Dated: _____