



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

**Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar**



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OFFICE ORDER

Vide this office reference No. BRLPS/Acctts260/11/1233 dated 04.02.2012 revised operational guidelines for operation of District Accounting Centre. Business Process for accounting at DPCUs and BPIUs, revised format for recommendation of CIF and format for sanction order of CIF to be issued by DPCUs had been circulated with a direction to DPMs/FMs/BPMs to go through the guidelines and ensure due adherence to the instructions.

2. Direction had been given that DPCUs would ensure fund transfer to CBOs for community cadres for 3 months on the basis of list of cadres with profile duly recommended by BPMs and transfer of second tranche should be made only after receipt of UCs/ receipt and payment of fund transferred earlier. DPCUs were further directed to ensure payment of community cadres honorarium on priority basis through fund available at DPCU level.

3. It has been experienced that all instructions are not being followed with due diligence. It has been particularly found that instructions with regard to fund transfer to CBOs for payment to community cadres is not being followed in word and spirit.

In this view, instructions with regard to payment of honorarium to community cadre are being reiterated :-

- a) Payment of honorarium to Community Mobilisers, Book Keepers, VRPs and CRPs should be made through transfer of fund to the concerned VOs;
- b) Payment of honorarium to Bank Mitras, DRPs, JRPs, Bima Mitras and JEEVIKA Sahelis (WOWs) should be made through transfer of fund to the concerned CLFs.
- c) In case VO is not operational, payment of honorarium to the concerned cadres should be made by BPIU for a maximum period of 4 months through account payee cheque. Within the period of 4 months, BPIU should ensure formation of VO and should send recommendation to DPCU for fund transfer through newly formed VO. In case CLF is not operational, payment to the concerned cadres will be made through DPCUs after receipt of appraisal report from BPIU.
- d) Adjustment of advance towards payment of honorarium to community cadres through VOs/CLFs should be made through 'receipt and payments' received from concerned VO/CLF.

It is directed that the above instructions should be strictly followed.


(Arvind Kumar Chaudhary)
Chief Executive Officer