



JEEViKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



बिहार सरकार

1st Floor, Vidyut Bhawan - II, Bailey Road, Patna - 800 021; Ph. : +91-612-250 4980; Fax : +91-612-250 4960, Website : www.brlp.in
Ref. No. : BRLPS/Proj-H&N/858/15/2870 Date : 08.01.2016

Office order

The BRLPS is implementing Swabhiman project with the support of UNICEF. The Project is to be rolled out in Kasba and Jalalgarh blocks of Purnia district to improve preconception and maternal nutrition of mother and children. The project is started in two blocks of Purnia since Nov 2015. To roll out the project BRLPS needs to develop community cadre in the respective blocks. Therefore, the following community cadres will be selected by the respective VOs & CLFs in two blocks of Purnia district.

- | | |
|------------------------------|---------------------------------------|
| 1. SWABHIMAN Supervisor (20) | - 1 (one) for a group of 5 (Five) VOs |
| 2. Poshan Sakhi (60) | - 1 per Village Organization (VO) |
| 3. Kishori Sakhi (60) | -1 per Village Organization (VO) |

1. Selection of Community cadre for Swabhiman:

The Poshan Sakhi (PS) & Kishori Sakhi (KS) would be selected from community by the respective VO/CLF. Each VO would select above mentioned PS &KS for Swabhiman project for a period of three years. Further their services may be taken as CRPs health by the project or CBOs. CLFs would select one Swabhiman supervisor from and for each group of 5 VOs . However VOs & CLFs may also take other services related to health, nutrition, and sanitation beyond the swabhiman project. The detail role & responsibilities are given below:

2. Roles & Responsibilities of Community Cadres for Swabhiman :

1.SWABHIMAAN SUPERVISOR (SS) (1 SS/ 5 VO

1. Supervision of all the five Poshan Sakhis and all the 5 Kishori Sakhis on daily basis during their PMP (Poshan Micro Plan) exercise, Maitri Baithak, home visit to vulnerable Women etc.
2. Plan and expedite issue based drives at VO level.
3. Facilitation in organizing special women camps, newly-wed couple meetings, special RH (Reproductive health) camps, VHSND at VO.
4. Other tasks allotted by BPMs/BSCs.

2. POSHAN SAKHI (PS) (1PS/1VO)

1. Organize monthly Maitri baithaks along with regular VO meetings
2. Participation in weekly SHG meetings and discuss the issues of health and nutrition
3. Weekly home visit at risk women
4. Other tasks allotted by BPMs/BSCs/SSs

3.KISHORI SAKHI (KS) (1KS/1VO)

1. Formation of adolescent groups
2. Kishori led weekly games cum counselling

6000

3. Facilitating and organizing Adolescent health camps
4. Other allotted tasks by BPMs/BSCs/SS

3. Qualification and Skill sets required for the following community cadre to be selected by respective VOs & CLFs:

| Name of cadre | Eligibility Criteria |
|---|---|
| Swabhimaan Supervisor (SS) | <ul style="list-style-type: none"> • SS preferably a woman or SHG member or wards of the SHGs members from same cluster/ village, who can devote time for supervision on Swabhimaan activities • He/She should be minimum a matriculate and must possess good knowledge of Health and Nutrition issues • He/She should be patient by nature and she should have compassionate view and regard for poor women • He/She must be vocal and should not have any inhibition regarding mobility in the village • He/She should be aged between 25 to 45 years. |
| Poshan Sakhi (PS) and Kishori Sakhi (KS) | <ul style="list-style-type: none"> • She has to be a member of SHG • She should have previous experience of working on health related issues. For example, she could be ASHA worker or a Traditional Birth Attendant (TBA) or experience of any other such health related work. • She should be literate (at least 8th Standard Pass) • Her age needs to be between 25 to 45 years • She should be willing to work for the community • If a women who is interested is not in SHG fold, then it will be necessary for her to first become a member of SHG before being nominated as a PoshanSakhi / KishoriSakhi |

4.A Selection process to be followed for community cadres

1. Swabhimaan Supervisor:-

- Swabhimaan Supervisor will be the cadre of CLF, hence CLF will make the recruitment .
- Discussion in CLF regarding recruitment of Swabhimaan Supervisor would be undertaken.
- The Concerned CLF will place the notice at office and public places regarding recruitment.
- Interested candidates will submit their resume.
- Shortlisted candidates will participate in the selection process that would be both written test and interview.
- As per CLF Cadre selection process
- A resolution for taking the services of a particular Swabhimaan Supervisor should be recorded in all the 5 VO minutes -books where she will be providing the services.

2. Poshan Sakhi and Kishori Sakhi:-

- Discussion in VO regarding recruitment of PoshanSakhi and KishoriSakhi to be undertaken.
- The concerned VO will identify at least three members with the support of Community Mobilizers and others.
- The identified members would undergo writing and reading ability test to be conducted by BPIU to assess the basic writing and reading ability of the candidates.

- She would get proper orientation at district level about her role and responsibility expected, by Swabhimaan team.
- The candidates who express their willingness to work after the orientation would receive training from experts. During the training they would be closely observed by the trainers and the trainers would provide feedback about their suitability.
- The PS/KS would then be selected by VO taking into account the feedback received from Ekjut.

4.B. Honorarium of community cadres for swabhimaan :

| Name of Position | Honorarium | Fixed Communication & T.A. | Others |
|-----------------------|----------------------|----------------------------|----------------|
| Swabhimaan Supervisor | Rs. 2500/- per month | Rs. 500/- per month | Not Applicable |
| PoshanSakhi | Rs. 1500/- per month | Nil | Not Applicable |
| KishoriSakhi | Rs. 1500/- per month | Nil | Not Applicable |

The honorarium of Swabhimaan **Supervisor would be** paid Rs. 2500/- by the CLF on the basis of her/his monitoring activities and attendance recorded at each VO on activity basis. She will also get Rs. 500/- for mobility in the area. CLF/VO would be given separate fund by the BPIU/DPCU under UNICEF head for incentive payment of Supervisors to the project period only.

The honorarium to **Poshan Sakhi, Kishori Sakhi** would be paid by concerned VO on the basis of her activities and attendance maintained in SHG monthly meeting. VOs would be given separate fund by the BPIU/DPCU under UNICEF head for incentive payment to Supervisors for project period only.

It shall be the responsibility of BPM, AC and CC to accomplish selection of all SS, PS and KS positions within above mentioned timeline.

By the Order of CEO

 (Kumar Anshumaly)
 Director

Copy to :

1. Director/OSD/CFO/SFMs
2. All PCs/SPMs/PMs/PS
3. DPM Purnea/FM-Purnea/HR-Purnia/H&N Purnea
4. IT Section
5. Concerned file.