

**RESPONSIBILITY MAPPING  
OF  
LOCAL SELF GOVERNMENTS IN KERALA**

**THE DRAFT ACTIVITY MAPPING  
BY KILA**

**LOCAL SELF GOVERNMENT DEPARTMENT, KERALA  
DECENTRALISATION SUPPORT PROGRAMME (DSP Mission)  
CENTRE FOR ENVIRONMENT AND DEVELOPMENT**

## **CONTENTS**

1. Background Note
2. Proceedings Constituting the Steering Committee and Working Groups

### Annexure

- I. Workshop Output
- II. List of Participants

## 1.0 BACKGROUND

With the enactment of the Constitution (73<sup>rd</sup> and 74<sup>th</sup> Amendment) Act, 1992, Constitutional status has been provided to the Panchayati Raj Institutions (PRIs) and almost all the States / UTs except Jammu and Kashmir and Delhi have enacted the necessary legislation pertaining to PRIs. Consequently, Panchayats at village level; Panchayats at intermediate level; and Panchayats at District level have been constituted in the country. Under the 73<sup>rd</sup> Constitutional Amendment Act, the Panchayats are required to be endowed with adequate responsibilities, powers and finances to enable them to function as the “Institutions of Self Government”. One major operational aspect related to the implementation of the Constitution 73<sup>rd</sup> Amendment Act is the devolution package, which the State Governments are expected to provide to the Panchayati Raj Institutions. While Article 243G of the Constitution visualises Panchayats as institutions of self-government, it subjects the extend of devolution of powers and functions to the Bill of the State Legislatures. It also outlines the role of Panchayats in respect of development planning and implementation of programmes of economic development and social justice. A list covering 29 “subjects” mostly related to development has been provided in the Eleventh Schedule to the Constitution.

Devolution of powers and functions by the State Government on the PRIs inevitable requires appropriate restructuring / reorganizing of the administrative set-up at all the three levels, viz. the district, intermediate and village levels. This will be largely governed by the nature, variety and extend of functions and responsibilities that will be assigned to each tier. Since the devolution pattern is unlikely to be common to all the States, the approach to the reorganisation of the district and the lower level administrative set-up will vary within certain practical limits, though the broad principles must remain the same. The Constitution enjoins upon the State Governments to make appropriate legislation regarding the devolution of powers and functions in the Panchayats in such a way as to enable them to function as institutions of self-government. In doing so, the governments are expected to ensure that the powers assigned to the Panchayats are specific and unambiguous. The process of devolution on the Panchayati Raj Institutions has to be based on the “Cardinal Principle” that what is appropriate for a given level should be done by that tier of Panchayat and not by a higher level.

In order to ensure a balanced distribution of powers and functions between the three tiers, a match between responsibility and authority provided is imperative. All steps will have to be taken for providing each tier with qualified staff backed by necessary administrative and financial powers. Keeping this in view, the major criteria to be applied for the distribution of powers and functions will be as follows:

- A function should be performed by a tier to which it belongs naturally and a function may need to be disaggregated into tasks to be performed by different tiers (this will call for mechanisms for close inter-tier coordination)
- Another set of criteria, which has to be applied for the distribution of functions, is based on the nature of the subjects to be dealt with.

It is expected that the administrative arrangements evolved in different States keeping in view their own organizational set-up would result into further sharpening of the system on the one and development of healthy conventions over a period of time on the other. These will be helpful in filling up a number of gaps that would be found in any predetermined schemes of inter-tier relationship. These are not only unavoidable but are also desirable from the point of view of flexibility.

A Government of India Task Force proposed an “activity mapping” framework, outlining an inter-tier allocation of activities for local government institutions in August 2001. The framework has subsequently been adopted in principle by many States, e.g., Karnataka, which has released a customised version of the “activity mapping” framework in its own “report of the Working Group on Decentralisation” in March 2002. The activity mapping exercise is a step in the right direction as it attempts to clarify the inter-tier allocation of functional responsibilities for the different tiers of local government.

The overlaps in the functional domain of State Government and Local Self Governments (LSGs) and among different tiers of LSGs particularly in sectors like agriculture and allied sectors have resulted in higher tiers of LSGs performing functions which ought to have been performed by the lower tier. There is a natural tendency to overlap the functional areas in economic development sectors compared to services and infrastructure. Also there are several schemes implemented by departments which are directly related to functional areas of local government. To identify the overlap of functional areas, clear cut demarcation of functional domain of each tier of Panchayats and State Government is required.

Consequent on the 73<sup>rd</sup> and 74<sup>th</sup> constitutional amendments and the conforming Kerala Legislations, a large number of responsibilities have been transferred to the local government domain. The XI and XII schedules to the Indian Constitution list developmental areas where local governments could have a role in planning for economic development and social justice and in the implementation of such plans. The Kerala Acts classify functions as mandatory functions, general functions and sector-wise functions in the respective Schedules. Unlike many other States, Kerala has attempted to define the functional areas of the different tiers and types of local governments as precisely as possible. In areas related to infrastructure and management of institutions, the functional differentiation is sharp and clear. In productive sector it is difficult to clearly earmark functions among the different tiers. Experience has shown that there is considerable overlap in the activities taken up by the different tiers of local governments with the result that higher tiers of local governments tend to take up activities which ought to have been done by the lower tiers. There are also overlaps in the activities undertaken by the local governments and State government. The fact that all these activities are carried out in the same geographical area makes things worse. The experience of the last eight years has thrown light on the natural functional domain of the three tiers of local governments.

There is clarity regarding the functions and responsibilities in infrastructure sector and the activities regarding the service sector is more or less clear. But there is little clarity regarding the functions and responsibilities of economic development sectors. In order to resolve these, it has been decided to carry out Responsibility Mapping of each type and tier of LSGs.

For overseeing the preparation of Responsibility Matrix a Steering Committee has been constituted. The actual mapping of responsibilities and functions were done by the 18 Working Groups constituted in each sector for the purpose.

The activity has been taken up as a Technical Assistance programme under the Decentralisation Support Programme of the Department of Local Self Government, Kerala and the TA was given as an assignment under DSP to Centre for Environment and Development. The assignment titled “Responsibility Mapping of each tier of LSGIs in respect of mandatory and general functions devolved” is coming under the Initiative ‘Multiple Institutions and Schemes’ and under the sub theme ‘Institutional and Staffing Policy’.

## **2.0 OBJECTIVE OF THE PROGRAMME**

- To make suggestions for enlisting the functional responsibilities of each tier /type of LSGIs as enunciated in the enactments
- To demarcate the functional domain of the Local governments and State Government/ Departments based on the experiences
- To prepare Responsibility Matrix in respect of each tier/type of Local Government and State Government

## **3.0 ACTIVITIES CARRIED OUT**

### **3.1 Constitution of a Steering Committee**

A Steering Committee was constituted by the State Planning Board consisting of Secretary (Planning), Secretary (LSG-U), Secretary (LSG-R), Secretary(MGP), Director (IMG),Director (KILA),Director of Panchayats and Director of Urban Affairs.

### **3.2 Constitution of Working Groups**

Following 18 Working Groups were constituted for carrying out the Responsibility Mapping each Working group consisting of 5 members.

- (1) Agriculture (2)Animal Husbandry and Dairy (3) Minor Irrigation (4) Social Forestry (5) Small Scale Industries (6) Housing (7) Water Supply (8)Fisheries (9) Electricity and Energy (10) Education (11) Public Works and Town Planning (12) Health (13) Sanitation (14) Social Welfare (15) Poverty Alleviation, Public Distribution, Natural Calamities (16)SC/ST Development (17) Sports and Cultural Affairs (18) Co-operation

### **3.3 Meeting of Steering Committee and Working Group**

The first meeting of the Steering Committee and the Chairpersons and Conveners of the Working Groups was convened on 20<sup>th</sup> January by the Member Secretary, State Planning Board. In his introductory remarks, the Member Secretary has stressed the need for a clear understanding about the functions and responsibilities of each tier of LSGs and State Government Departments and also the need for documentation through preparation of

Responsibility Matrix. He also mentioned about the earlier studies and references in this area viz., Panchayat Raj Act, Municipal Act, A Report on Responsibility Mapping by the Karnataka Government, Government of India Task Force Report on Devolution of Powers and Functions to Panchayati Raj Institutions, Report prepared by Rajiv Gandhi Foundation, World Bank Report on Education and some occasional papers related to these. The Working Group Chairmen and Convenors agreed to prepare a draft to be presented in the Validation Workshop.

### **3.4 Validation Workshop**

Two day workshop of the Working Group was organized on 21<sup>st</sup> and 22<sup>nd</sup> February, 2005 at Maria Rani Centre, Thiruvananthapuram. 115 persons participated in the workshop. Sri C.P.John, Member, State Planning Board, Sri. S.M.Vijayanand, Secretary, Department of Local Self Government (Rural) & Member Secretary, State Planning Board and senior officials of State Planning Board, various institutions and departments attended the workshop. Copies of the reports of similar activities and Acts and Government Orders etc were distributed as workshop materials.

The Working Group members identified each and every overlapping item in their respective sectors and prepared a draft for each sectors. Each Group met again 2-3 times, discussed and wetted the material and finally submitted to State Planning Board.

The draft received from each Working Group has been again wetted by an expert group consisting of DSP officials and experts from CED. Consultation had been done with the members of the working group of the concerned sectors whenever necessary. A thorough checking was done with the Panchayat Raj Act and Municipal Act of Kerala, items transferred to the various tiers of local governments etc.

### **4.0 WORKSHOP OUTPUT**

In this Final Report various activities coming under 18 different development sectors are identified and responsibilities are allocated among Local Governments such as Grama Panchayats, Block Panchayats, District Panchayats, Municipalities/Corporations and State Government. The sector wise outputs are presented here.

---

**1. AGRICULTURE**


---

| <i>No</i>  | <i>Activity</i>                    | <i>Allocation of Responsibilities among Local Governments</i>   |   |   |   |  |
|------------|------------------------------------|---|---|---|---|--|
|            |                                    | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                         | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>   |
| 1.1        | Increasing agricultural production | 1. Collection and updation of database and formulation of crop development projects covering diversification by taking into account soil-crop suitability<br>2. Development of optimum land use plan<br>3. Preparation of plan for waste land/fallow land utilisation<br>4. Pest and disease control activities | 1. Compilation of database for crops and preparation of block level perspective plan<br>2. Advise suitable cropping pattern to grama panchayats | 1. Compilation of database from block panchayats and preparation of a district level perspective plan<br>2. Compilation and dissemination of available/improved technologies<br>3. Development of infrastructure<br>4. Promotion of commercial crops<br>5. Bio technology application<br>6. Pest and disease control affecting larger areas | 1. Collection and updation of database and formulation of crop development projects covering diversification by taking into account soil-crop suitability<br>2. Development of optimum land use plan<br>3. Preparation of plan for waste land/fallow land utilisation<br>4. Pest and disease control activities | 1. Preparation of argo climatic plan<br>2. Generation of database for optimum land use plan<br>3. Comprehensive pest and disease management projects<br>4. Specialised biotechnology application<br>5. Establishment and management of quality control laboratories<br>6. Support to organic products<br>7. Consultancy<br>8. Promotion of export oriented crops<br>9. Promotion of hi-tech projects |

| <i>No</i>  | <i>Activity</i>                                  | <i>Allocation of Responsibilities among Local Governments</i>  |   |   |   |   |
|------------|--|--|---|---|---|---|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                                       | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
| 1.2        | Support to production and distribution of inputs | 1. Assisting in assessment of demand and supply of inputs to block panchayats<br>2. Assisting in preparation of seed/planting material plan<br>3. Promotion of seed production/ planting material production (Nurseries)<br>4. Establishment of smaller commercial input production units<br>5. Promotion of agricultural cooperatives | 1. Assisting in assessment of demand and supply of inputs to district panchayats<br>2. Assisting in preparation of seed/ planting material/plan<br>3. Quality control of seeds/seedlings<br>4. Arranging distribution of inputs for procurement by grama panchayats | 1. Assessment of demand and supply of inputs<br>2. Preparation of seed/planting material/plan<br>3. Arranging storage facilities for inputs<br>4. Arranging distribution of inputs<br>5. Monitor quality of inputs distributed<br>6. Arrangement of larger mechanised applications<br>7. Establishment of commercial input production units (larger)<br>8. Management of farms<br>9. Promotion of agricultural cooperatives | 1. Assisting in preparation of seed/planting material plan<br>2. Promotion of seed production/ planting material production (Nurseries)<br>3. Establishment of smaller commercial input production units<br>4. Promotion of agricultural cooperatives | 1. Assessment of demand and supply<br>2. Preparation of seed/planting material/ plan<br>3. Quality control of pesticides and fertilisers<br>4. Establishment of quality control laboratories<br>5. Establishment of bio control/tissue culture laboratories<br>6. Management of special farms |

| <i>No</i>  | <i>Activity</i>                   | <i>Allocation of Responsibilities among Local Governments</i>  |   |  |  |  |
|------------|-----------------------------------|--|---|--|--|--|
|            |                                   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                        | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 1.3        | Support to agricultural extension | 1. Dissemination of new technologies<br>2. Assistance to farmers' clubs, samithies etc.<br>3. Supervision of field visits<br>4. Establishment of demonstration plots<br>5. Assisting in implementation of land reforms<br>6. Assisting in participatory research<br>7. Organise self help group/group meetings<br>8. Promote group farming<br>9. Functioning of agricultural development committees<br>10. Support to Information Communication Technology and Information Technology enabled services<br>11. Farmers clubs<br>12. Identification of progressive farmers<br>13. Promotion of biofertilisers and vermiculture | 1. Organise melas, exhibitions etc.<br>2. Organise training (farmers, officers)<br>3. Support to Information, Communication, Technology | 1. Research-extension interface<br>2. Promoting adoption of technologies<br>3. Field trials and pilot projects to popularise innovation<br>4. Locally appropriate participatory research<br>5. Training in specialised areas/new technologies<br>6. Functioning of agricultural development committee<br>7. Support to Information Communication Technology and Information Technology enabled services<br>8. Exhibitions, melas, awards to farmers<br>9. Cultivation of ornamental plants | 1. Dissemination of new technologies<br>2. Assistance to farmers' clubs, samithies etc.<br>3. Supervision of field visits<br>4. Establishment of demonstration plots<br>5. Assisting in implementation of land reforms<br>6. Assisting in participatory research<br>7. Organise self help group/group meetings<br>8. Promote group farming<br>9. Functioning of agricultural development committees<br>10. Support to Information Communication Technology and Information Technology enabled services<br>11. Farmers clubs<br>12. Identification of progressive farmers<br>13. Organising melas, exhibitions etc.<br>14. Promotion of biofertilisers and vermiculture | 1. Research - extension interface<br>2. Preparation of specialised extension materials<br>3. Training in specialised areas<br>4. Linkages with central government institutions<br>5. Introduction of modern technologies from research and development and other institutions<br>6. Arrange adaptive trials<br>7. Support to Information Communication Technology and Information Technology enabled services<br>8. Networking, E-governance, Television based discussions-multimedia kits |

| <i>No</i>  | <i>Activity</i>                     | <i>Allocation of Responsibilities among Local Governments</i>   |   |  |   |  |
|------------|-------------------------------------|---|---|--|---|--|
|            |                                     | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                          | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 1.4        | Marketing and post harvest handling | <ol style="list-style-type: none"> <li>1. Assisting in preparation of marketing plan at block level</li> <li>2. Establishment of storage centres</li> <li>3. Organize farmers' markets</li> <li>4. Market intelligence</li> <li>5. Project preparation for establishing value added products</li> </ol> | <ol style="list-style-type: none"> <li>1. Preparation of marketing plan</li> <li>2. Project preparation and establishing value added units</li> </ol> | <ol style="list-style-type: none"> <li>1. Establishment of market infrastructure</li> <li>2. Establishment of district markets</li> <li>3. Establishment of value added processing units</li> <li>4. Promotion of marketing of agricultural produce</li> <li>5. Market intelligence</li> </ol> | <ol style="list-style-type: none"> <li>1. Establishment of storage centres</li> <li>2. Organize farmers' markets</li> <li>3. Market intelligence</li> <li>4. Project preparation for establishing value added products</li> </ol> | <ol style="list-style-type: none"> <li>1. Market intelligence</li> <li>2. Assessment of demand and supply of various commodities</li> <li>3. Quality control</li> <li>4. Development of infrastructure like cold chain,</li> <li>5. Monitoring of import/export</li> </ol> |
| 1.5        | Credit                              | <ol style="list-style-type: none"> <li>1. Preparation of credit plan</li> <li>2. Arranging credit to farmers/ self help groups</li> </ol>   | <ol style="list-style-type: none"> <li>1. Preparation of block level credit plan</li> <li>2. Mobilisation of agricultural credit</li> </ol>           | <ol style="list-style-type: none"> <li>1. Preparation of district level credit plan</li> <li>2. Mobilisation of credit</li> </ol>  | <ol style="list-style-type: none"> <li>1. Preparation of credit plan</li> <li>2. Arranging credit to farmers/ self help groups</li> </ol>   | <ol style="list-style-type: none"> <li>1. Monitoring of credit mobilisation</li> <li>2. Liaison with credit institutions</li> <li>3. Preparation of model credit projects</li> </ol>   |
| 1.6        | Management of risk                  | <ol style="list-style-type: none"> <li>1. Formulation of projects for crop insurance</li> <li>2. Assessment of loss due to natural calamities</li> </ol>  | ..  | ..   | <ol style="list-style-type: none"> <li>1. Formulation of projects for crop insurance</li> <li>2. Assessment of loss due to natural calamities</li> </ol>  | <ol style="list-style-type: none"> <li>1. Generation of database for the formulation of new insurance projects</li> <li>2. Implementation of state and national level insurance projects</li> </ol>  |
| 1.7        | Soil testing                        | <ol style="list-style-type: none"> <li>1. Collection of soil samples, communication of results</li> <li>2. Organising mobile soil testing camps</li> <li>3. Monitoring of adoption of test results by farmers</li> </ol>  | Arrangement of transport of soil samples  | <ol style="list-style-type: none"> <li>1. Management of soil testing laboratories</li> <li>2. Monitoring of adoption of soil test results</li> </ol>   | <ol style="list-style-type: none"> <li>1. Collection of soil samples, communication of results</li> <li>2. Organising mobile soil testing camps</li> <li>3. Monitoring of adoption of test results by farmers</li> </ol>          | <ol style="list-style-type: none"> <li>1. Monitoring of the working of soil testing laboratories</li> <li>2. Establishment of new soil testing laboratories</li> </ol>   |

| <i>No</i>  | <i>Activity</i>                                  | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |  |
|------------|--|--|--|--|--|--|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                                       | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 1.8        | Monitoring, evaluation and technical supervision | 1. Assisting in monitoring projects<br>2. Modification of project activities based on the monitoring report                                      | 1. Monitoring projects of grama panchayats<br>2. Modification of projects based on the monitoring report<br>3. Technical supervision of projects of grama panchayats | 1. Monitoring projects of block panchayats<br>2. Modification of projects based on the monitoring report<br>3. Evaluation of schemes and projects<br>4. Technical supervision of projects of block panchayat's | 1. Assisting in monitoring projects<br>2. Modification of project activities based on the monitoring report                                      | 1. Regular monitoring projects<br>2. Evaluation of selected projects |
| 1.9        | Management of assets                             | 1. Maintenance of buildings<br>2. Maintenance of implements and machineries<br>3. Maintenance of other assets<br>4. Monitoring of assets created | 1. Maintenance of buildings<br>2. Maintenance of implements and machineries<br>3. Maintenance of other assets  | 1. Maintenance of buildings<br>2. Monitoring of assets<br>3. Management and maintenance of farms   | 1. Maintenance of buildings<br>2. Maintenance of implements and machineries<br>3. Maintenance of other assets<br>4. Monitoring of assets created | ..   |

| No   | Activity  | Allocation of Responsibilities among Local Governments  |   |  |  |  |
|------|---|---|---|--|--|--|
|      |   | Grama Panchayat   | Block Panchayat   | District Panchayat   | Municipality/Corporation   | State  |
| (1)  | (2)   | (3)   | (4)   | (5)  | (6)  | (7)  |
| 1.10 | Watershed management                            | <ol style="list-style-type: none"> <li>1. Collection and compilation of database and Participatory Rapid Appraisal</li> <li>2. Prioritisation of watersheds</li> <li>3. Preparation of project report on participatory work</li> <li>4. Assisting in the functioning of various watershed committees</li> <li>5. Supervision and monitoring of implementation</li> <li>6. Inter departmental coordination</li> <li>7. Create awareness about watershed projects and low cost technologies</li> <li>8. Assisting in maintenance of community assets</li> </ol> | <ol style="list-style-type: none"> <li>1. Compilation of database and preparation of block level watershed plan</li> <li>2. Interdepartmental-inter crop coordination</li> <li>3. Arrange training and technical support</li> </ol> | <ol style="list-style-type: none"> <li>1. Compilation of district level database and preparation of district level watershed plan</li> <li>2. Prioritisation of watershed projects</li> <li>3. Interdepartmental coordination</li> <li>4. Mobilisation of technical support for project implementation</li> <li>5. Provide information on best practices</li> <li>1. Evaluation of project through independent agencies</li> </ol> | ..   | <ol style="list-style-type: none"> <li>1. Generation of database for prioritisation of watersheds</li> <li>2. Mobilisation of external support for implementation</li> <li>3. Inter departmental coordination</li> </ol> |
| 1.11 | Soil conservation                               | <ol style="list-style-type: none"> <li>1. Assisting the professional /official machinery in formulation and implementation of soil conservation activities</li> <li>2. Creation of public opinion in favour of use of soil only in consonance with its property/gradience</li> </ol>  | Coordination with the professional/official/ soil conservation machinery and giving assistance in its work  | <ol style="list-style-type: none"> <li>1. Preparation of district plan for soil and water conservation projects</li> <li>2. Desegregation of plan into block and grama panchayat level</li> <li>3. Overall supervision of work</li> </ol>  | <ol style="list-style-type: none"> <li>1. Assisting the professional /official machinery in formulation and implementation of soil conservation activities</li> <li>2. Creation of public opinion in favour of use of soil only in consonance with its property/gradience</li> </ol> | --   |
| 1.12 | Control and supervision of Agricultural Offices | Control and supervision of Krishi Bhavan  | --  | --   | Control and supervision of Krishi Bhavan   | --   |

## 2. ANIMAL HUSBANDRY AND DAIRY

| No                          | Activity   | Allocation of Responsibilities among Local Governments   |   |   |  |  |
|-----------------------------|--|--|---|---|--|--|
|                             |  | Grama Panchayat  | Block Panchayat   | District Panchayat  | Municipality/ Corporation  | State  |
| (1)                         | (2)  | (3)  | (4)   | (5)   | (6)  | (7)  |
| <b>2.1 ANIMAL HUSBANDRY</b> |  |  |   |   |  |  |
| 2.1.1                       | Rearing of domestic animals and birds              | <ol style="list-style-type: none"> <li>1. Selection of beneficiaries.</li> <li>2. Formulation of projects</li> <li>3. Implementation and monitoring</li> </ol> | <ol style="list-style-type: none"> <li>1. Training to beneficiaries.</li> <li>2. Produce required number of animals and birds of good quality for distribution.</li> <li>3. Establish nurseries.</li> </ol> | Produce and distribute animals and birds for breeding purpose in farms and private nurseries  | <ol style="list-style-type: none"> <li>1. Selection of beneficiaries.</li> <li>2. Formulation of projects</li> <li>3. Implementation and monitoring</li> </ol> | <ol style="list-style-type: none"> <li>1. Integrated project for producing good quality breeds required for breeding.</li> <li>2. Introduce new items.</li> <li>3. Research</li> </ol>               |
| 2.1.2                       | Integrated Cattle Development Programme Sub Centre | <ol style="list-style-type: none"> <li>1. Management of centres.</li> <li>2. Control and supervision.</li> <li>3. Development of infrastructure</li> </ol>     | Monitoring of artificial insemination and Extension activities of Integrated Cattle Development Programme Sub Centres   | Evaluation through RAILS  | <ol style="list-style-type: none"> <li>1. Management of centres.</li> <li>2. Control and supervision.</li> <li>3. Development of infrastructure</li> </ol>     | <ol style="list-style-type: none"> <li>1. Human resources development</li> <li>2. Training to personnel</li> <li>3. Establish new centres</li> </ol>   |
| 2.1.3                       | Veterinary hospitals/ dispensaries                 | <ol style="list-style-type: none"> <li>1. Management of centres.</li> <li>2. Control and supervision.</li> <li>3. Development of infrastructure</li> </ol>     | <ol style="list-style-type: none"> <li>1. Management of veterinary polyclinics.</li> <li>2. Control and supervision.</li> <li>3. Development of infrastructure</li> </ol>                                   | <ol style="list-style-type: none"> <li>1. Management of district veterinary hospitals/ laboratories.</li> <li>2. Control and supervision</li> </ol> | <ol style="list-style-type: none"> <li>1. Management of centres.</li> <li>2. Control and supervision.</li> <li>3. Development of infrastructure</li> </ol>     | <ol style="list-style-type: none"> <li>1. Human resources development</li> <li>2. Resource mobilisation</li> <li>3. Establish new hospitals</li> <li>4. Research, extension and education</li> </ol> |

| <i>No</i>  | <i>Activity</i>                              | <i>Allocation of Responsibilities among Local Governments</i>   |   |  |   |  |
|------------|--|---|---|--|---|--|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/ Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                                   | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 2.1.4      | Prevention of disease                        | <ol style="list-style-type: none"> <li>1. Organise preventive measures.</li> <li>2. Awareness creation among farmers.</li> <li>3. Reporting of the incidence of diseases</li> </ol>         | <ol style="list-style-type: none"> <li>1. Storing vaccine.</li> <li>2. Distribution of vaccine.</li> <li>3. Observing situation.</li> <li>4. Data collection</li> </ol> | <ol style="list-style-type: none"> <li>1. Monitoring</li> <li>2. Surveillance</li> <li>3. Investigation of causes of diseases.</li> <li>4. Warning to farmers.</li> <li>5. Data collection</li> <li>6. Out break management</li> </ol> | <ol style="list-style-type: none"> <li>1. Organise preventive measures.</li> <li>2. Awareness creation among farmers.</li> <li>3. Reporting of the incidence of diseases</li> </ol> | <ol style="list-style-type: none"> <li>1. Training to personnel.</li> <li>2. Supervision on technical aspects.</li> <li>3. Monitoring,</li> <li>4. Evaluation</li> <li>5. Analysis</li> <li>6. Warning</li> <li>7. Ensure effective quarantine measures at check posts for the importing meat animals</li> </ol> |
| 2.1.5      | Animal husbandry and veterinary services     | <ol style="list-style-type: none"> <li>1. Enhance efficiency of services.</li> <li>2. Arrange door delivery service</li> <li>3. Resource mobilisation</li> </ol>                            | <ol style="list-style-type: none"> <li>1. Delivery of expert veterinary services.</li> <li>2. Emergency treatment.</li> </ol>   | <ol style="list-style-type: none"> <li>1. Monitoring.</li> <li>2. Evaluation</li> </ol>  | <ol style="list-style-type: none"> <li>1. Enhance efficiency of services.</li> <li>2. Arrange door delivery service.</li> <li>3. Resource mobilisation</li> </ol>                   | <ol style="list-style-type: none"> <li>1. Training for updating knowledge.</li> <li>2. Developing technical personnel.</li> <li>3. State level control and supervision.</li> <li>4. Evaluation</li> </ol>  |
| 2.1.6      | Sale of fish, meat and other animal products | <ol style="list-style-type: none"> <li>1. Modernising sales out lets.</li> <li>2. Introduce license</li> <li>3. Ensure scientific and hygienic slaughtering of animals and birds</li> </ol> | Establish modern slaughter houses   | Assistance in establishing slaughter houses  | <ol style="list-style-type: none"> <li>1. Establish modern slaughterhouses.</li> <li>2. Assure availability of quality flesh</li> <li>3. Introduce license</li> </ol>               | <ol style="list-style-type: none"> <li>1. Ensure enforcement of provisions</li> <li>2. Setting up of quality control laboratories for export certification of meat and milk products</li> </ol>  |

| <i>No</i>  | <i>Activity</i>                                   | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |   |
|------------|---|--|--|--|--|---|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/ Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>  |
| 2.1.7      | Control of Zoonotic diseases                      | <ol style="list-style-type: none"> <li>1. Carry out preventive measures.</li> <li>2. Ensure hygiene in cattle shed aviary, piggery and places set apart for keeping pet animals and birds.</li> <li>3. Ensure protection of stray animals.</li> <li>4. Arrange for disposal of filth and waste.</li> </ol> | <ol style="list-style-type: none"> <li>1. Data collection.</li> <li>2. Storage of required quantity of vaccine.</li> <li>3. Carry out animal birth control for dogs.</li> <li>4. Protect stray and abandoned animals.</li> </ol> | <ol style="list-style-type: none"> <li>1. Data collection.</li> <li>2. Make available vaccine in emergency situation.</li> <li>3. Investigation of diseases.</li> <li>4. Animal diseases surveillance</li> </ol> | <ol style="list-style-type: none"> <li>1. Preventive measures.</li> <li>2. Disposal of filth and waste</li> <li>3. Protective measures from stray dogs.</li> <li>4. Conducting animal birth control programme in dogs</li> </ol> | <ol style="list-style-type: none"> <li>1. Data collection.</li> <li>2. Consolidation of plans of various tiers for better implementation.</li> <li>3. Ensure availability of required vaccines</li> </ol> |
| 2.1.8      | Collection of data of animals and animal products | Data collection, data storing (Farmer registration)  | Collection, consolidation, storing, monitoring and concurrent evaluation at block panchayat level  | Collection, consolidation, storing, monitoring and concurrent evaluation at district level   | Collection, consolidation, storing, monitoring and concurrent evaluation (Farmer registration)   | Collection, consolidation, storing, monitoring and concurrent evaluation  |
| 2.1.9      | Procurement of medicine                           | Medicines required for veterinary hospitals to be purchased in accordance with state policy  | Required medicines to be purchased for the veterinary poly clinics following existing norms  | Medicines required for district hospitals to be procured   | Medicines required for veterinary hospitals to be purchased in accordance with state policy  | <ol style="list-style-type: none"> <li>1. Preparing list of essential medicines.</li> <li>2. Observe tender formalities for purchase and distribution</li> </ol>  |

| <i>No</i>  | <i>Activity</i>                  | <i>Allocation of Responsibilities among Local Governments</i>   |   |   |  |   |
|------------|----------------------------------|---|---|---|--|---|
|            |                                  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/ Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                       | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>  |
| 2.1.10     | Control of communicable diseases | <ol style="list-style-type: none"> <li>1. Reporting of cases.</li> <li>2. Measure to prevent spread of diseases.</li> <li>3. Preventive health activities to be carried out (mastitis/ pest control)</li> </ol> | <ol style="list-style-type: none"> <li>1. Report the cases, laboratories test</li> <li>2. Confirm the type of diseases.</li> <li>3. Supervision of preventive measures</li> </ol> | <ol style="list-style-type: none"> <li>1. Confirm the type of diseases following laboratories test.</li> <li>2. Warning to public</li> <li>3. Awareness creation</li> </ol> | <ol style="list-style-type: none"> <li>1. Reporting of cases.</li> <li>2. Measure to prevent spread of diseases.</li> <li>3. Preventive health activities to be carried out. (mastitis/ pest control)</li> </ol> | <ol style="list-style-type: none"> <li>1. Collection of data.</li> <li>2. Make available required quantity of vaccines</li> <li>3. Training in preventive measure</li> <li>4. Management of laboratories</li> <li>5. Effective measures to prevent the disease</li> <li>6. Precaution for the future.</li> <li>7. Infrastructure development</li> </ol> |
| 2.1.11     | Disaster management              | <ol style="list-style-type: none"> <li>1. Estimate the damages/loss</li> <li>2. Prevention of spread of diseases</li> <li>3. Disposal of carcasses</li> <li>4. Assist rehabilitation activities</li> </ol>      | <ol style="list-style-type: none"> <li>1. Consolidation of loss/ damages</li> <li>2. Make available food and fodder in the relief camps</li> </ol>                                | <ol style="list-style-type: none"> <li>1. District wise consolidation of loss.</li> <li>2. Deploy expert group.</li> <li>3. Resource mobilisation</li> </ol>                | <ol style="list-style-type: none"> <li>1. Estimate damages/ loss</li> <li>2. Ensuring hygiene and sanitation.</li> <li>3. Disposal of carcasses</li> <li>4. Assist rehabilitation activities</li> </ol>          | <ol style="list-style-type: none"> <li>1. State level relief operation to be formulated and announced.</li> <li>2. Assistance to various tiers of local governments.</li> </ol>   |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>                       |  |  |   |  |
|------------|---|---|--|--|---|--|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/ Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 2.1.12     | Animal welfare programmes<br><br>Construction and maintenance of animal shelters, Gosala etc. | Awareness creation among public   | 1. Awareness creation<br>2. Resource mobilisation for animal welfare activities<br>3. Mobilisation of non governmental organisations | 1. Improving the activities of Society for the Prevention of Cruelty to Animals<br>2. District level monitoring.<br>3. Formulating welfare programmes.<br>4. Resource mobilisation | Awareness creation<br><br>Construction and maintenance of animal shelters, Gosala etc.  | 1. State Animal Welfare Board.<br>2. Evaluation of functioning of Society for the Prevention of Cruelty to Animals<br>3. Linkage between Central Government and Central Animal Welfare Board.<br>4. Tie up with national and international organisations for animal welfare programmes |
| 2.1.13     | Mobile veterinary hospitals/ dispensaries   | 1. Identify site for the conduct of camps.<br>2. Make available required facilities | Conduct and development of mobile farm aid units/ mobile veterinary dispensaries/ hospitals  | 1. Management of mobile veterinary hospitals/ dispensaries and supervision.<br>2. Make available the required vehicle and medicines  | 1. Identify site for the conduct of camps.<br><br>2. Make available required facilities | 1. Fix rate contract for medicines, equipment etc. required for mobile veterinary hospitals.<br>2. Appoint required staff.<br>3. Make available vehicle.<br>4. Human resources development   |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>                                    |  |   |  |  |
|------------|--|--|--|---|--|--|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/ Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 2.1.14     | Measures to prevent infertility – reduction of interval between conception/age at first conception | 1. Organise camps<br>2. Awareness creation.<br>3. Publicity, making available required medicines | --   | Prepare a panel of experts, capacity building and monitoring                  | 1. Organise camps.<br>2. Awareness creation<br>3. Publicity, making available required medicines   | 1. Training for improvement of technical expertise<br>2. Rate contract to be fixed for medicines.<br>5. Purchase and distribution of medicines     |
| 2.1.15     | Capacity building of farmers   | Selection of trainees  | 1. Conduct of training<br>2. Making available audiovisual equipment  | Make available experts, improvement of basic facilities for training in farms | Selection of trainees  | 1. Training to experts.<br>2. Establishment of training centres.<br>3. Resource mobilisation   |
| 2.1.16     | Farmers, meet, mela, exhibition  | 1. Publicity.<br>2. Preparation.<br>3. Conduct of melas  | Block level melas  | Organise district level melas and exhibitions                                 | 1. Publicity.<br>2. Preparation.<br>3. Conduct of melas.<br>4. Exhibition of pet animals and birds | 1. Data collection.<br>2. Consolidation.<br>3. Guidelines<br>4. Monitoring<br>5. Evaluation  |
| 2.1.17     | 1. Veterinary poly clinic<br>2. Laboratory for veterinary poly clinics                             | --   | 1. Management of laboratories.<br>2. Make available medicines and equipment.<br>3. Management of veterinary poly clinics | Monitoring  | --   | 1. Data collection<br>2. Development of veterinary poly clinics laboratory<br>3. Make available required man power and human resources development |

| <i>No</i>  | <i>Activity</i>              | <i>Allocation of Responsibilities among Local Governments</i>  |   |  |  |  |
|------------|------------------------------|--|---|--|--|--|
|            |                              | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/ Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                   | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 2.1.18     | Farms                        | <ol style="list-style-type: none"> <li>1. Encourage rural folk for keeping hen, duck, rabbit etc for meat production.</li> <li>2. Making available required breeds to the farmers</li> </ol> | <ol style="list-style-type: none"> <li>1. Establish breeding units/ nurseries.</li> <li>2. Ensure quality of animals and birds</li> </ol>   | <ol style="list-style-type: none"> <li>1. Management of regional farms.</li> <li>2. Development, surveillances evaluation, production of quality breeds.</li> <li>3. Training of farmers</li> <li>4. Management of research and development centres</li> </ol> | --   | <ol style="list-style-type: none"> <li>1. Development of state level farms and management.</li> <li>2. Technical supervision, research, monitoring and evaluation.</li> <li>3. Supply of quality breeds</li> </ol>     |
| 2.1.19     | Field trial pilot project    | --   | Field trial exhibition farms  | Publicity of new projects  | --   | Formulating new ideas, research, training, human resources development   |
| 2.1.20     | Dissemination of information | <ol style="list-style-type: none"> <li>1. Opening of information centres in veterinary dispensaries and hospitals</li> <li>2. Distribution of magazines, pamphlets, leaflets</li> </ol>      | <ol style="list-style-type: none"> <li>1. Organise farmers' seminar on various subjects with the active participation of experts.</li> <li>2. Imparting training, organising exhibitions</li> </ol> | <ol style="list-style-type: none"> <li>1. Technical training to selected farmers.</li> <li>2. District level exhibition</li> <li>3. Infrastructure development</li> <li>4. Training of technical persons by experts</li> </ol>                                 | <ol style="list-style-type: none"> <li>1. Opening of information centres, exhibition of magazines, pamphlets, leaflets</li> <li>2. Distribution of magazines, pamphlets, leaflets</li> </ol> | <ol style="list-style-type: none"> <li>1. Publicise new ideas and discoveries among farmers,</li> <li>2. Organise training, programmes for technical experts,</li> <li>3. Develop infrastructure facilities</li> </ol> |
| 2.1.21     | Risk factor                  | Insuring farms, cattle and farmers   | Data collection, storing  | Data collection, storing, monitoring   | <ol style="list-style-type: none"> <li>1. Insuring farms, cattle and farmers</li> <li>2. Data collection, storing and monitoring</li> </ol>  | <ol style="list-style-type: none"> <li>1. Local projects to be coordinated with centrally sponsored programmes.</li> <li>2. Monitoring</li> </ol>  |
| 2.1.22     | Breed improvement programmes | Formation of breeders society for indigenous breeds  | Technical guidance to breeders society  | <ol style="list-style-type: none"> <li>1. Establishing apex society</li> <li>2. Marketing, publicity</li> </ol>  | Formation of breeders society for indigenous breeds  | <ol style="list-style-type: none"> <li>1. Integration with centrally sponsored schemes.</li> <li>2. Monitoring, evaluation, reorganization</li> <li>3. Planning breaching policies</li> </ol>                          |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i> |  |  |   |  |
|------------|---|---|--|--|---|--|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/ Corporation</i>                            | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 2.1.23     | Encouraging private entrepreneurs engaged in production of hen, duck, goat etc. | Entrepreneur support activities                               | ..   | 1. Formulation of district level projects.<br>2. Linkage with banks for financial assistance | Entrepreneur support activities                             | 1. Formulate central –state projects.<br>2. Technical guidance, expert service etc. for implementation |
| 2.1.24     | District Veterinary Centre  | Information of out break of diseases to district laboratory   | Referring for expert service if necessary in veterinary practice | Management of institutions, infrastructure development and resource mobilisation             | Information of out break of diseases to district laboratory | Human resources development, infrastructure development and supply of medicine and equipment           |
| 2.1.25     | Special schemes (Special Livestock Breeding Programme)                          | Beneficiary selection   | Monitoring   | Management of district level offices and evaluation of schemes                               | Beneficiary selection                                       | Quality assurance, data management and state level monitoring  |
| 2.1.26     | District Laboratories   | --  | --   | Management and infrastructure development of district laboratories                           | ..  | Human resources development, infrastructure development and data management research                   |
| 2.1.27     | Regional artificial insemination centres  | --  | --   | Management and infrastructure development of regional artificial insemination centres        | ..  | Human resources development, extension and Training  |
| 2.1.28     | Quality control of cattle and poultry feed                                      | Licensing for feed sales agencies                             | --9  | Quality control analysis at district laboratories  | Licensing for feed sales agencies                           | Enforcement by law human resources development, extension and training                                 |

| No                           | Activity                             | Allocation of Responsibilities among Local Governments   |   |  |   |  |
|------------------------------|--------------------------------------|--|---|--|---|--|
|                              |                                      | Grama Panchayat  | Block Panchayat   | District Panchayat   | Municipality/Corporation  | State  |
| (1)                          | (2)                                  | (3)  | (4)   | (5)  | (6)   | (7)  |
| <b>2.2 DAIRY DEVELOPMENT</b> |                                      |  |   |  |   |  |
| 2.2.1                        | Promote dairy development activities | <ol style="list-style-type: none"> <li>1. Promote cultivation of feed and fodder crops</li> <li>2. Promote production of non-conventional cattle feeds</li> <li>3. Promote production of hay and silage</li> <li>4. Promote cultivation of fodder on commercial basis</li> <li>5. Encourage establishment of fodder banks</li> <li>6. Promote production of planting materials of fodder crops/trees etc.</li> <li>7. Promote fodder production in wasteland, barren land, canal banks etc.</li> <li>8. Grassland development and marketing the produce</li> <li>9. Conduct cattle shows, seminars, farmers contact programmes/ exhibitions</li> </ol> | <ol style="list-style-type: none"> <li>1. Impart training in cultivation of fodder crops, non-conventional cattle feed, production of hay and silage.</li> <li>2. Promote commercial cultivation of fodder and its conservation in cooperative sector</li> <li>3. Promote production of planting materials of fodder crops/trees in cooperative sector</li> <li>4. Promote natural grassland development activities in cooperative sector and market the produce</li> <li>5. Promote silvipasture cultivation in cooperative sector and market the produce</li> <li>6. Organise cattle shows/ calf rallies and exhibitions</li> <li>7. Conduct seminars/ workshops</li> </ol> | <ol style="list-style-type: none"> <li>1. Procure and distribute seeds/planting materials for fodder cultivation in the district</li> <li>2. Impart training in production of hay and silage</li> <li>3. Promote introduction of new fodder varieties</li> <li>4. Development and supply of extension tools such as pamphlets, photographs, compact disks etc. and visual aids</li> <li>5. Promote cattle feed production units under cooperative sector</li> <li>6. Creation of data base including feed and fodder resources</li> <li>7. Establish and manage fodder farms</li> <li>8. Conduct consumer awareness programmes, district level cattle shows, workshops on modern techniques and practices</li> </ol> | <ol style="list-style-type: none"> <li>1. Promote cultivation of feeds and fodder crops.</li> <li>2. Promote production of non-conventional cattle feeds</li> <li>3. Promote production of hay and silage</li> <li>4. Promote cultivation of fodder on commercial basis</li> <li>5. Encourage establishment of fodder banks</li> <li>6. Promote production of planting materials of fodder crops/ trees etc.</li> <li>7. Promote fodder production in wasteland, barren land, canal banks etc</li> <li>8. Grassland development and marketing the produce</li> <li>9. Conduct cattle shows, seminars, farmers contact programmes</li> </ol> | <ol style="list-style-type: none"> <li>1. Conduct field trials of new fodder varieties suitable for different agro climatic conditions, evaluate and recommend suitable varieties for dairy farmers of the state</li> <li>2. Ensure availability of planting materials of fodder crops for the state</li> <li>3. Develop and manage fodder farms</li> <li>4. Promote commercial cultivation of fodder</li> <li>5. Impart technical training to dairy entrepreneurs and society personnel engaged in commercial production of fodder</li> <li>6. Develop and supply extension tools such as leaflets, visual aids etc for promotion of new technologies in dairy development</li> </ol> |

| <i>No</i>  | <i>Activity</i>                | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |   |   |
|------------|--------------------------------|--|--|---|---|---|
|            |                                | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                     | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
| 2.2.2      | Enhancement of milk production | <ol style="list-style-type: none"> <li>1. Supply of quality breed to beneficiaries under beneficiary oriented programme</li> <li>2. Distribution of inputs for increased milk production</li> <li>3. Promote milk product manufacturing units</li> <li>4. Encourage construction of hygienic cattle sheds</li> </ol> | <ol style="list-style-type: none"> <li>1. Impart training in milk product manufacture</li> <li>2. Impart training to society personnel</li> <li>3. Assist dairy cooperatives for purchase of chemicals for quality analysis of milk</li> <li>4. Promote awareness creation among farmers and society personnel in quality milk production</li> <li>5. Impart training to farmers in quality milk production</li> </ol> | <ol style="list-style-type: none"> <li>1. Awareness creation among farmers and consumers on quality milk</li> <li>2. Promote quality analysis of milk and milk products in the district</li> <li>3. Assist milk product manufacturing units in marketing</li> <li>4. Impart technical training to dairy entrepreneurs</li> <li>5. Promote commercial dairy farms</li> </ol> | <ol style="list-style-type: none"> <li>1. Supply of quality breed to beneficiaries under beneficiary oriented programme</li> <li>2. Distribution of inputs for increased milk production</li> <li>3. Promote milk product manufacturing units</li> <li>4. Encourage construction of hygienic cattle sheds</li> <li>5. Encourage milk product manufacturing units</li> </ol> | <ol style="list-style-type: none"> <li>1. Evaluate the quality of milk and milk products in the state</li> <li>2. Promote technical training to dairy entrepreneurs in milk and milk products</li> <li>3. Assist dairy entrepreneurs in quality assurance and marketing</li> <li>4. Impart training to departmental officers</li> </ol> |

| <i>No</i>  | <i>Activity</i>                  | <i>Allocation of Responsibilities among Local Governments</i> |                        |   |                                 |              |
|------------|----------------------------------|---|------------------------|---|---------------------------------|--------------|
|            |                                  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i>   | <i>Municipality/Corporation</i> | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                       | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>  | <i>(6)</i>                      | <i>(7)</i>   |
| 2.2.3      | Assistance to dairy cooperatives | --  | --                     | <ol style="list-style-type: none"> <li>1. Encourage dairy cooperatives for the purchase of milk procurement/ processing equipment</li> <li>2. Encourage establishment of laboratories for quality analysis of milk in dairy cooperatives</li> <li>3. Encourage dairy cooperatives for construction of fodder banks/ laboratories</li> <li>4. Encourage localised research and development of fodder varieties/ new techniques in dairying</li> <li>5. Ensure availability of production inputs duly ensuring quality</li> <li>6. Prepare data base including feeds and fodder resources using Information, Communication, Technology</li> <li>7. Developing /opening new milk routes for milk collection</li> </ol> |                                 |              |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i> |   |   |   |  |
|------------|-----------------|---|---|---|---|--|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>             | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>                                  | <i>(7)</i>   |
| 2.2.4      | Management      | --  | 1. Development of infrastructure facilities for dairy extension service units<br>2. Management of dairy extension service units | 1. Management of quality control units<br>2. Development of infrastructure facilities including milk testing laboratories for quality control units | Management of dairy extension service units | 1. Management of dairy training centres and research centres<br>2. Development of infrastructure facilities of district training centres and research centre |

### 3. FISHERIES

| No         | Activity                                | Allocation of Responsibilities among Local Governments  |   |  |  |  |
|------------|---|---|---|--|--|--|
|            |   | Grama Panchayat   | Block Panchayat   | District Panchayat   | Municipality/Corporation   | State  |
| (1)        | (2)                                     | (3)   | (4)   | (5)  | (6)  | (7)  |
| <b>3.1</b> | <b>Development of Capture Fisheries</b> |   |   |  |  |  |
| 3.1.1      |   |   |   |  |  |  |
| (i)        | Fresh water fisheries                   | Replacement of fishing implements and providing new fishing implements (traditional)  | --  | River / lake ranching  | Replacement of fishing implements and providing new fishing implements (traditional)   | Regulated distribution and funding   |
| (ii)       | Brackish water fisheries                | Replacement of fishing implements and providing additional/new fishing implements (traditional)   | --  | Kayal (back water) ranching  | Replacement of fishing implements  | Regulated distribution and funding.  |
| (iii)      | Marine fisheries                        | <ol style="list-style-type: none"> <li>Replacement of fishing implements and providing additional/new fishing implements (traditional)</li> <li>Up keep and maintenance of fish landing centres.</li> </ol> | <ol style="list-style-type: none"> <li>Replacement of fishing implements</li> <li>Construction of new fish landing centres (<b>minimum</b> and medium)</li> </ol> | <ol style="list-style-type: none"> <li>Sea ranching.</li> <li>Artificial reefs and fish aggregating devices</li> </ol> | <ol style="list-style-type: none"> <li>Replacement of fishing implements and providing additional/new fishing implements</li> <li>Up keep and maintenance of fish landing centres and construction of major and medium landing centres</li> <li>Providing landing centre based storage only processing facilities help of fish corporative/ primary societies of Matsyafed.</li> </ol> | <ol style="list-style-type: none"> <li>Marine fishing regulations and distribution of new fishing implements (Modernisation programme)</li> <li>Construction of fishing <b>washers</b> and major landing centres</li> <li>Establish processing network and like cold <b>.....</b></li> </ol> |
| 3.1.2      | Statutory regulations and enforcement   | <ol style="list-style-type: none"> <li>Local level assistance for enforcement of statutory regulations.</li> <li>Organisation of local level fisheries enforcement squads</li> </ol>                        | --  | --   | <ol style="list-style-type: none"> <li>Local level assistance for enforcement of statutory regulations</li> <li>Organisation of local level fisheries enforcement squads</li> </ol>  | Enforcement of statutory regulations and upkeep of state/ local level enforcement machinery  |

| No    | Activity                                | Allocation of Responsibilities among Local Governments   |   |  |   |   |
|-------|---|--|---|--|---|---|
|       |   | Grama Panchayat  | Block Panchayat   | District Panchayat   | Municipality/Corporation  | State   |
| (1)   | (2)                                     | (3)  | (4)   | (5)  | (6)   | (7)   |
| 3.1.3 | Conservation                            | 1. Enforcement of local specific closed seasons and 'fishing free zones'.<br>2. Enforcement of local level regulations<br>3. Enforcement ban on fishing<br>4. Local level enforcement of craft and gear regulation (participatory programme)<br>5. Regulations on rights of access for fishing<br>(All the above programmes shall be carried out on a participatory way with a consensus approach) | Coordination and maintaining of enforcements activates in block level | 1. Coordination and monitoring of all enforcement activities carried out in the district.<br>2. Creation of artificial ..... and Fish Aggravating Devices following scientific principles. | 3. Local level enforcement of closed season and fishing free zones.<br>4. Enforcement of local level regulations<br>5. Enforcement Ban on fishing<br>6. Local level enforcement of craft and gear regulation (participatory programme)<br>5. Regulations on rights of access for fishing<br>(All the above programmes shall be carried out in a participatory way with a consensus in approach) | 1. Statutory enforcement of fishing regulations/ closed season.<br>2. Ban on fishing/ enforcement of craft and gear regulations<br>3. Statutory support<br>4. Funding support<br>5. Providing scientific and technical known how<br>6. Marine and Inland Enforcement Wing   |
| 3.2   | <b>Development of Culture Fisheries</b> |  |   |  |   |   |
| 3.2.1 | Development of fresh water aquaculture  | 1. Pond culture (as per Fish Farmers Development Agency pattern)<br>2. Riverine fisheries (cage, pen etc. as per centrally sponsored scheme pattern)<br>3. Lake culture (cage pen as per CSS/SSS pattern)<br>4. Ornamental fish culture (household)<br>5. Scampi culture (as per FFDA norms)<br>6. Integrated aqua-agri-animal husbandry projects.<br>7. Lease of public water bodies              | Integrated projects   | 1. Fish Farmers Development Agency<br>2. Reservoir fisheries<br>3. Lake fisheries<br>4. Ornamental fisheries   | 1. Pond culture (as per Fish Farmers Development Agency pattern)<br>2. Riverine fisheries (cage, pen as per centrally sponsored scheme pattern)<br>3. Lake culture (cage and pen as per CSS/SSS Pattern)<br>4. Ornamental fish culture<br>5. Scampi culture (household)<br>6. Integrated aqua-agri-animal-husbandry projects.   | 1. Technical assistance.<br>2. Funding support as per schemes (water body - lease policies - programme)<br>3. Interdepartmental collaborative projects.<br>4. Reservist fisheries<br>5. Process of marketing support for aquaculture production<br>6. Marketing linkages with export import ..... for ornamental fish culture ..... |

| No    | Activity                                       | Allocation of Responsibilities among Local Governments  |  |  |  |  |
|-------|--|---|--|--|--|--|
|       |  | Grama Panchayat   | Block Panchayat  | District Panchayat   | Municipality/Corporation   | State  |
| (1)   | (2)  | (3)   | (4)  | (5)  | (6)  | (7)  |
| 3.2.2 | Integrated fisheries                           | Integrated fisheries paddy/fish/scampi/duck/fish/cattle/pig/fish etc (centrally sponsored scheme pattern) | Integrated projects  | Integration with State and Centrally Sponsored Schemes   | Integrated fisheries paddy/ fish/scampi/duck/fish/ cattle/pig/fish etc. (centrally sponsored scheme pattern) | Centrally sponsored schemes and project specific state guidelines  |
| 3.2.3 | Cold water fisheries                           | Assisting local level cold water fisheries projects.  | Assisting integrated cold water fisheries projects                               | Integration/ coordination of cold water fisheries, with tourism fisheries and game fisheries projects      | Assisting local level cold water fisheries projects  | Licensing and enforcement of statutory regulations and controls.   |
| 3.2.4 | Brackish water fisheries                       | 1. Fin fish farming<br>2. Shell fish farming (oyster/crab/ mussel/ clam)<br>3. Shrimp farming             | Integrated projects for fish cooperative self help groups and fish farmers clubs | Management of water fish farmers development agency - fin fish/ shell fish/ shrimp farming projects        | 1. Fin fish farming<br>2. Shell fish farming<br>3. Oysters/crab/ mussel/ clams<br>4. Shrimp farming          | 1. Licensing and enforcement of regulations.<br>2. Enforcement of the Aquaculture Authority Regulations.<br>3. Provide technical support and man power   |
| 3.2.5 | Mariculture                                    | Mussel culture/sea weed culture/ornamental fisheries  | 1. Pearl culture<br>2. Marine ornamental fish culture                            | Mariculture of groupers, perches, sea bass, sea-cucumber etc enforcement and of fishing areas of technical | 1. Mussel culture<br>2. Sea weed culture<br>3. Marine or ..... fisheries                                     | 1. Hatchery support projects and programmes<br>2. Licensing and enforcements of regulations  |
| 3.3   | <b>Support Facilities to Culture Fisheries</b> |   |  |  |  |  |
| 3.3.1 | Seed production                                | Assistance for seed rearing units (self help groups/ neighbourhood groups)                                | Projects and programmes for training to seed rearing units.                      | Setting up and assisting of fish/ prawn/scampi hatcheries and seed farms and monitoring                    | Assistance for seed rearing units  | 1. Registration licensing and quality control.<br>2. Setting up quality control/ analytical laboratories.<br>3. Setting of National and State seed farm and seed tanks and management<br>4. Regulations and enforcement<br>5. State level disease monitoring and surveillance system |
| 3.3.2 | Seed distribution                              | Procurement and distribution of seeds.  |  | 1. Procurement and distribution of seeds for .....<br>2. ....  | Procurement and distribution of seeds/feeds  | 1. Quality control<br>2. ....  |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>                               |                                       |   |  |   |
|------------|-----------------|---|---------------------------------------|---|--|---|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>                | <i>District Panchayat</i>                             | <i>Municipality/Corporation</i>                            | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>                            | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>  |
| 3.3.3      | Feed production | Preparation of farm made feeds from indigenous ingredients (local units - self help groups) | Procurement and distribution of feeds | Encouraging private entrepreneur to set up feed mills | Preparation of farm made feeds from indigenous ingredients | Training, quality control, licensing and regulations. |

| No    | Activity  | Allocation of Responsibilities among Local Governments   |   |  |  |   |
|-------|---|--|---|--|--|---|
|       |   | Grama Panchayat  | Block Panchayat   | District Panchayat   | Municipality/Corporation   | State   |
| (1)   | (2)   | (3)  | (4)   | (5)  | (6)  | (7)   |
| 3.4   | <b>Processing Sector</b>  |  |   |  |  |   |
| 3.4.1 | Improve traditional processing methods                                | Assisting drying/curing smoking/pickling and other units for value added products  | Integrated production/marketing units   | 1. Assistance for fish meal production and other integrated fish/fishing products, marketing units<br>2. Branch .....fish products for market .....    | Assisting drying/curing/ smoking/pickling and other units for value added products                 | Training, quality control, regulation, licensing, funding support programme   |
| 3.4.2 | Pre-processing units  | Assistance for the renovation/ upgradation of peeling, shucking and icing and units (self help group or fish cooperatives owned) | Building up common infrastructure facilities like peeling sheds/ fish curing yards/ ice crushing units (self help group or fish cooperatives owned) | Renovation/ upgradation of existing peeling sheds, curing yards, establishment of ice crushing units (self help group or fish cooperatives owned)      | Renovation/ upgradation of peeling, shucking and icing unit  | Regulation, licensing, quality control, training, funding support   |
| 3.4.3 | Set up value added production units of international quality standard | --   | --  | Modernise existing processing plants as per European Union standards (State and Matsyafed owned)   | --   | Regulation/licensing quality control and funding support  |
| 3.4.4 | Diversification of fish products for export domestic market           | Support facilities for local level processing and marketing units.   | Training and quality control programmes.  | 1. Funding support and training and quality control programmes.<br>2. Provide common facility centres with cluster approach for providing expert units | Support facilities for processing and marketing units.   | Funding support and training and quality control programmes.  |
| 3.5   | <b>Marketing</b>  |  |   |  |  |   |
| 3.5.1 | Retail markets  | Construction/renovation/ management of retail markets and collection of license fees, user charges                               | Inspection and quality control programmes.  | Construction of Model fish markets (European Standards)  | Construction/renovation/ management of retail markets and collection of license fees, user charges | Establishment and management of check posts/control stations for inspection of fish transport and trade and transport to domestic/ local markets. |

| No    | Activity                    | Allocation of Responsibilities among Local Governments                                      |   |  |  |   |
|-------|-----------------------------|---|---|--|--|---|
|       |                             | Grama Panchayat   | Block Panchayat   | District Panchayat   | Municipality/Corporation   | State   |
| (1)   | (2)                         | (3)   | (4)   | (5)  | (6)  | (7)   |
| 3.5.2 | Wholesale markets           | --  | --  | Construction/renovation of wholesale markets with insite cold storage facilities and quality control system and collection of fees /taxes. | Construction/renovation of wholesale markets with insite cold storage facilities and quality control system and collection of fees /taxes. | Establishment and management of check posts/ coastal stations for inspection of fish transport and trade to domestic/ wholesale/ retail and export markets enforcement of quality control measures and HACCP approval in TQM/ |
| 3.5.3 | Beach level auction system  | Organising beach level auction by appointing auctioneers to ensure fair price to fishermen  | --  | 1. Regulating markets.<br>2. Quality checks.   | Organising beach level auction by appointing auctioneers to ensure fair price to fishermen   | Statutory enforcement of regulated markets, quality, health, hygienic checks.   |
| 3.5.4 | Setting up of auction halls | Encourage construction of auction halls with water, lighting and drainage facilities        | Construction of auction halls and common facilities           | --   | Encourage construction of auction halls with water, lighting and drainage facilities   | Funding support and net working through cooperative federations/ agencies.  |
| 3.5.5 | Fish booth                  | Setting up of fish booth by organising self help groups/ neighbourhood groups/ cooperatives | Integrated/link system of fish supply                         | --   | Setting up of fish booth by organising self help groups/ neighbourhood groups/ cooperatives  | Technical assistance and training and providing statutory support.  |
| 3.5.6 | Fish vending                | Distribution of insulated boxes/ cycles/ mopped and other items                             | --  | --   | Distribution of insulated boxes / cycles, mopped/ and other items  | --  |
| 3.5.7 | Fish storage facilities     | --  | Setting up of cold storage facilities at block level markets. | Setting up of cold storage facilities at district level markets.   | Setting up of cold storage facilities at block level markets.  | Funding support and regulations.  |

| No    | Activity  | Allocation of Responsibilities among Local Governments   |  |   |   |  |
|-------|---|--|--|---|---|--|
|       |   | Grama Panchayat  | Block Panchayat                          | District Panchayat  | Municipality/Corporation  | State  |
| (1)   | (2)   | (3)  | (4)                                      | (5)   | (6)   | (7)  |
| 3.6   | Market intelligence and extension   | Survey and studies.  | Survey and studies                       | 1. Survey and studies<br>2. Evolve strategies for marketing | Survey and studies.   | 1. Evolve strategies for regulated marketing<br>2. Enactment and enforcement of regulated marketing in the state.  |
| 3.7   | <b>Fishermen Welfare</b>  |  |  |   |   |  |
| 3.7.1 | Fishermen list  | Preparation of fishermen/fisherwomen/allied workers classified list (matsyabhavan-wise and fisheries village-wise) | Consolidate classified list (block-wise) | Consolidate classified list (district-wise)                 | Preparation of fishermen/fisherwomen/allied worker classified list                                    | 1. Appellate Authority (publication of classified list.)<br>2. Annual verification.  |
| 3.7.2 | Insurance schemes<br>(i) Fishermen life insurance<br>(ii) Input insurance | 1. Encourage fisher folk life insurance schemes<br>2. Encourage input insurance programme.                         | --                                       | Arranging input insurance through insurance companies       | 1. Encourage fishermen to take insurance schemes<br>2. Encourage fishermen to take up group insurance | 1. Insurance coverage through Department of Fisheries and Matsyafed/Matsya Board (centrally sponsored schemes)<br>2. Funding support for premium subsidy |
| 3.7.3 | Educational concession  | Certification and primary verification.  | --                                       | Final verification and sanctioning.                         | Certification, primary verification and sanction  | Distribution of funds for educational concessions.   |
| 3.7.4 | Regional Fisheries Technical High Schools                                 | --   | --                                       | Administration and management of fisheries schools          | Administration and management of fisheries schools  | Construction of buildings/providing school facilities  |

| No     | Activity                              | Allocation of Responsibilities among Local Governments  |  |  |  |   |
|--------|---------------------------------------|---|--|--|--|---|
|        |                                       | Grama Panchayat   | Block Panchayat  | District Panchayat   | Municipality/Corporation   | State   |
| (1)    | (2)                                   | (3)   | (4)  | (5)  | (6)  | (7)   |
| 3.7.5  | Coastal poverty alleviation programme | Organisation of self help groups/ neighbourhood groups for micro enterprises with support from state agency for fisheries   | Integration of activities of self help groups/ neighbourhood groups through state agency for fisheries.  | --   | Organisation of self help groups/ neighbourhood groups for micro enterprises with support from state agency for fisheries  | Organising training programmes in association with local governments through state agency for fisheries and NIFAM.  |
| 3.8    | Fisheries cooperatives                | Local level integration of activities of fisheries cooperatives (production/ marketing)   | Integration of activities of fisheries cooperatives (production/ marketing)  | Integration of activities  | Local level integration of activities of fisheries cooperatives (production/ marketing)  | Organisation and management of fisheries cooperatives, scheduled castes /scheduled tribes fishermen cooperatives, matsya ulpadaka corporative societies/fish farmer's cooperatives and federations. |
| 3.9    | Fisheries management and regulations  | <ol style="list-style-type: none"> <li>1. Support services</li> <li>2. Infrastructure and man power support</li> <li>3. Local level participatory programmes.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Support services</li> <li>2. Infrastructure and man power support</li> <li>3. Block level participatory programmes.</li> </ol> | <ol style="list-style-type: none"> <li>1. Support service</li> <li>2. Infrastructure and man power support</li> </ol>  | <ol style="list-style-type: none"> <li>1. Support services</li> <li>2. Infrastructure and man power support</li> </ol>   | Craft and gear regulations, market regulations, quality control, product regulation, resource regulation, technology regulation, access regulations, closed seasons, closed areas etc.              |
| 3.10   | <b>Infrastructure Development</b>     |   |  |  |  |   |
| 3.10.1 | Creation of social infrastructure     | <ol style="list-style-type: none"> <li>1. Provide individual/ colony housing and sanitation programmes.</li> <li>2. Maintenance of fishermen housing colonies</li> <li>3. Construction of fisheries roads.</li> </ol> | Supporting housing, water supply and sanitation schemes.   | <ol style="list-style-type: none"> <li>1. Construction of fisheries roads.</li> <li>2. Providing drinking water facility (covering more than one grama panchayat/block panchayat)</li> </ol> | <ol style="list-style-type: none"> <li>1. Providing housing and sanitation</li> <li>2. Maintenance of fishermen housing colonies</li> <li>3. Construction of fisheries roads.</li> </ol> | <ol style="list-style-type: none"> <li>1. Survey programme</li> <li>2. Planning and financial support</li> </ol>  |

| No     | Activity   | Allocation of Responsibilities among Local Governments   |   |   |  |  |
|--------|--|--|---|---|--|--|
|        |  | Grama Panchayat  | Block Panchayat                                       | District Panchayat  | Municipality/Corporation   | State  |
| (1)    | (2)  | (3)  | (4)   | (5)   | (6)  | (7)  |
| 3.10.2 | Provide incentive for setting up of ice plants and cold storages                     | --   | --  | Encourage entrepreneurs for setting up ice plants and cold storages | --   | Regulation, licensing and quality control on pre-processing/ processing plants.        |
| 3.10.3 | Landing centres  | 1. Maintain and upkeep traditional landing centres.<br>2. Modernise existing landing centres   | Construction and management of modern landing centres | --  | Modernise existing landing centres   | Provide funding support through centrally sponsored schemes                            |
| 3.10.4 | Fisheries dispensaries.  | Maintenance, operation, management.  | --  | --  | Maintenance, operation, management   | --   |
| 3.10.5 | Nurseries / Literary Programmes.   | Maintenance, operation and management of nursery schools and conduct of literary programmes  | --  | --  | Maintenance, operation and management of nursery schools and conduct of literary programmes  | --   |
| 3.11   | <b>Training</b>  |  |   |   |  |  |
| 3.11.1 | Training to fishermen/ fish farmers/self help groups/ non governmental organisations | 1. Identification of training centres for skill development<br>2. Identify appropriate technology for training in different areas<br>3. Organisation of fishermen/ fisherwomen/ fish farmers/ self help groups/ non governmental organisations and allocation of stipend | --  | --  | 1. Identification of training centres for skill development<br>2. Identify appropriate technology for training in different areas<br>3. Organisation of fishermen/ fisherwomen/ fish farmers/ self help groups/ non governmental organisations and allocation of stipend | Assistance to grama panchayats and block panchayats for organising training programmes |

| No     | Activity  | Allocation of Responsibilities among Local Governments  |  |   |  |   |
|--------|---|---|--|---|--|---|
|        |   | Grama Panchayat   | Block Panchayat                        | District Panchayat  | Municipality/Corporation                         | State   |
| (1)    | (2)   | (3)   | (4)                                    | (5)   | (6)  | (7)   |
| 3.12   | <b>Data and Statistics</b>                      |   |  |   |  |   |
| 3.12.1 | Socio economic survey                           | 1. Grama panchayat wise data base and pan fish survey.<br>2. Conduct of socio economic survey of fisher folk. | Conduct of survey on fisheries status. | 1. Compilation of panfish survey at district panchayat level<br>2. Conduct of survey of fisheries infrastructure. | Conduct of socio economic survey of fisher folk. | 1. Support facilities to grama panchayats, municipalities/ corporations<br>2. State wide pan-fish survey. |
| 3.12.2 | Generation of catch statistics                  | Support to state for collecting data  | Support to state for collecting data.  | Data base on fish catch   | Support to state for collecting data             | 1. Collection of catch statistics<br>2. Up keep of data base.   |
| 3.12.3 | Generation of aquaculture production statistics | Support to state for collecting data  | --                                     | District fisheries data base/ pan fish survey   | Support to state for collecting data             | 1. Collection of aquaculture statistics.<br>2. Up keep of data base.                                      |
| 3.12.4 | Fisheries resource survey                       | Collection of fisheries resource data.  | --                                     | District fisheries data base/ pan fish survey   | Collection of fisheries resource data.           | Support to grama panchayats/ municipalities/ corporations for collection of data                          |
| 3.12.5 | Census of fisher folk                           | Collection of fisher folk data.   | --                                     | District data base/ pan fish survey   | Collection of fisher folk data.                  | Support facilities/ support programmes, upkeep of data base.  |
| 3.12.6 | Craft and gear survey                           | Collection of craft and gear data.  | --                                     | District data base/ pan fish survey   | Collection of craft and gear data.               | Support facilities/ support programmes, upkeep of data base.  |
| 3.12.7 | Survey on fish consumption pattern              | Collection of data on fish consumption.   | --                                     | District data base/ prawn fish survey   | Collection of data on fish consumption.          | Support facilities/ support programmes, upkeep of data base.  |
| 3.13   | <b>Sea Safety and Rescue</b>                    |   |  |   |  |   |
| 3.13.1 | Sea rescue squad                                | Assisting organisation of sea rescue squad  | --                                     | --  | Assisting organisation of sea rescue squad       | Training assistance to sea rescue squad and assistance at local level                                     |

| No     | Activity   | Allocation of Responsibilities among Local Governments   |   |   |  |   |
|--------|--|--|---|---|--|---|
|        |  | Grama Panchayat  | Block Panchayat                           | District Panchayat                        | Municipality/Corporation   | State   |
| (1)    | (2)  | (3)  | (4)                                       | (5)                                       | (6)  | (7)   |
| 3.13.2 | Sea patrolling   | Immediate rescue operations/ local surveillance.   | --  | --  | Immediate rescue operations/ local surveillance.   | Action as stipulated in the sea rescue manual   |
| 3.13.3 | Weather warning system   | Dissemination of weather warning to fishermen  | --  | --  | Dissemination of weather warning to fishermen  | Gathering information from Meteorological Department and transferring information to grama panchayats/ municipalities/ corporations |
| 3.13.4 | Use of remote sensing data on movement of fish shoals                    | Dissemination of information to fishermen  | --  | --  | Dissemination of information to fishermen  | --  |
| 3.14   | <b>Crisis Management</b>   |  |   |   |  |   |
| 3.14.1 | Natural Calamities (flood, fire, cyclone diseases/ drought, tsunami etc) | 1. Arrange local level crisis management groups<br>2. Dissemination of information and assessment of loss and distribution of compensation for affected families | ..  | Monitor and supervise relief operations   | 1. Arrange local level crisis management groups<br>2. Dissemination of information and assessment of loss and distribution of compensation | 1. Assessment of compensation<br>2. Distribution of compensation through grama Panchayats/ municipalities/ corporations             |
| 3.15   | <b>Resource Management</b>   |  |   |   |  |   |
| 3.15.1 | Gene pool banking of indigenous fish resources                           | Protection of local resources.   | Protection of local / regional resources. | Protection of local / regional resources. | Protection of local / regional resources.  | Action plan to be formulated and to be taken up by the State Government.  |
| 3.15.2 | Protection of endangered endemic species                                 | Provide suitable facilities for propagation  | --  | --  | Provide suitable facilities for propagation  | --  |
| 3.15.3 | Biodiversity preservation  | Preparation and upkeep of bio diversity register   | --  | --  | Preparation and upkeep of bio diversity register   | --  |



#### 4. SOCIAL FORESTRY

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>   |  |   |  |  |
|------------|-------------------|---|--|---|--|--|
|            |                   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>        | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 4.1        | General functions | 1. Registration of stakeholder groups<br>2. Constitution of technical teams<br>3. Field implementation through stakeholder groups | 1. Constitution of expert committees<br>2. Technical support to grama panchayats | Overall guidance through:<br>1. Constitution of advisory committees<br>2. Literature production<br>3. Awareness classes<br>4. Exhibitions<br>5. Seminars<br>6. Field surveys, documentation and production of status reports<br>7. Training | 1.Registration of stakeholder groups<br>2.Constitution of technical teams<br>3.Field implementation through stakeholder groups | 1. Policy frame work<br>2. Constitution of advisory body<br>3. Enactments<br>4. Funding<br>5. Mobilization of funding,<br>6. Prescribe guidelines for auditing, monitoring and evaluation.<br>7. Develop frame work of state rules and guidelines for various programmes/ schemes<br>8. Technical advice for smooth implementation of various programmes/ schemes<br>9. Marketing advice<br>10. Staff deployment |

| <i>No</i>  | <i>Activity</i>                   | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |   |              |
|------------|-----------------------------------|--|--|---|---|--------------|
|            |                                   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                        | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>   |
| 4.2        | Social forestry and farm forestry | <ol style="list-style-type: none"> <li>1. Identify degraded and waste lands for social forestry and farm forestry, formulate and implement projects with the support of gramasabhas and concerned stakeholder groups.</li> <li>2. Establishment and management of nurseries</li> <li>3. Plant trees along state highways with the assistance of stakeholder groups</li> <li>4. Selection of species for planting.</li> <li>5. Encourage private farmers in farm forestry and assist them through projects.</li> <li>6. Arrange for distribution of seedlings as and when required</li> <li>7. Arrange for production and supply of fuel, fodder and timber for local use</li> <li>8. Arrange for collection, distribution and sale of fuel, fodder and timber</li> </ol> | Establishment and management of nurseries for producing seedlings as demanded by grama panchayat and distribution of seedlings to grama panchayats as and when required. | Provide district guidelines, general frame work and perspective plans for social forestry and farm forestry | <ol style="list-style-type: none"> <li>1. Identify degraded and waste lands for social forestry and farm forestry, formulate and implement projects with the support of wardsabhas and concerned stakeholder groups.</li> <li>2. Establishment and management of nurseries</li> <li>3. Plant trees along state highways with the assistance of stakeholder groups</li> <li>4. Selection of species for planting.</li> <li>5. Encourage private farmers in farm forestry and assist them through projects.</li> <li>6. Arrange for distribution of seedlings as and when required.</li> <li>7. Arrange for production and supply of fuel, fodder and timber for local use.</li> <li>8. Arrange for collection, distribution and sale of fuel, fodder and timber</li> </ol> | --           |

| <i>No</i>  | <i>Activity</i>                                  | <i>Allocation of Responsibilities among Local Governments</i>  |                        |   |  |              |
|------------|--|--|------------------------|---|--|--------------|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                                       | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 4.3        | Fragile ecosystem management                     | 1. Afforest and manage river banks, lake shores, mangroves and other ecologically fragile lands, sides of public ponds along with connected water bodies and other wetlands with the assistance of stakeholders.<br>2. Support the stakeholders in protection and management of sacred groves. | --                     | Provide district guidelines, general frame work and perspective plans for management of ecologically fragile areas  | 1. Afforest and manage river banks, lake shores, mangroves and other ecologically fragile lands, sides of public ponds along with connected water bodies and other wetlands with the assistance of stakeholders.<br>2. Support the stakeholders in protection and management of sacred groves. | --           |
| 4.4        | Ecotourism                                       | Plan and implement ecotourism through stakeholders.  | --                     | Provide district guidelines, general frame work and perspective plans for ecotourism  | Plan and implement ecotourism through stakeholders.  | --           |
| 4.5        | Biodiversity management and indigenous knowledge | 1. Prepare and maintain biodiversity register.<br>2. Documentation of indigenous knowledge.<br>3. Mapping ecologically sensitive areas.<br>4. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.                        | --                     | Provide district guidelines, general frame work and perspective plans for biodiversity management (which may include agro biodiversity also) and documentation of indigenous knowledge. | 1. Prepare and maintain biodiversity register.<br>2. Documentation of indigenous knowledge.<br>3. Mapping ecologically sensitive areas.<br>4. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.                        | --           |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |              |
|------------|---|--|--|--|--|--------------|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 4.6        | Primary environment care  | 1. Plan and implement projects for primary environment care through stakeholders.<br><br>2. Maintain data base on important environmental factors. | --   | Provide district guidelines, general frame work and perspective plans for primary environment care   | 1. Plan and implement projects for primary environment care through stakeholders.<br><br>2. Maintain data base on important environmental factors. | --           |
| 4.7        | Nonwood forest product - processing, value addition and marketing | Support stakeholders for primary processing and temporary storage.   | Promote small scale industrial units for value addition of nonwood forest product as a collaborative endeavour of stakeholder groups | 1. Training in value addition and storage of nonwood forest product.<br>2. Fixation of support price for nonwood forest product and timber products<br>3. Establishment of go downs.<br>4. Market study and guidance<br>5. Develop marketing strategies and support in marketing | Support stakeholders for primary processing and temporary storage.   | --           |
| 4.8        | Wood based industries   | Maintenance of data base on wood based industries and furniture outlets.   | --   | Provide district guidelines, general framework and perspective plans for wood based industries.  | Maintenance of data base on wood based industries and furniture outlets.   | --           |

| <i>No</i>  | <i>Activity</i>         | <i>Allocation of Responsibilities among Local Governments</i>  |   |   |  |              |
|------------|-------------------------|--|---|---|--|--------------|
|            |                         | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>              | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 4.9        | Awareness and education | 1. Organize Habitat Day, World Environment Day, Wild Life Week Celebrations, etc.<br>2. Promote environmental action groups through educational institutions and nongovernmental organizations | Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc. | Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc. | 1. Organize Habitat Day, World Environment Day, Wild Life Week Celebrations, etc.<br>2. Promote environmental action groups through educational institutions and nongovernmental organisations | --           |



#### 4. SOCIAL FORESTRY

| No  | Activity          | Allocation of Responsibilities among Local Governments  |  |  |  |   |
|-----|-------------------|---|--|--|--|---|
|     |                   | Grama Panchayat   | Block Panchayat  | District Panchayat   | Municipality/Corporation   | State   |
| (1) | (2)               | (3)   | (4)  | (5)  | (6)  | (7)   |
| 4.1 | General functions | 4. Registration of stakeholder groups<br>5. Constitution of technical teams<br>6. Field implementation through stakeholder groups | 1. Constitution of expert committees<br>2. Technical support to grama panchayats | Overall guidance through:<br>8. Constitution of advisory committees<br>9. Literature production<br>10. Awareness classes<br>11. Exhibitions<br>12. Seminars<br>13. Field surveys, documentation and production of status reports<br>14. Training | 1.Registration of stakeholder groups<br>2.Constitution of technical teams<br>3.Field implementation through stakeholder groups | 11. Policy frame work<br>12. Constitution of advisory body<br>13. Enactments<br>14. Funding<br>15. Mobilization of funding,<br>16. Prescribe guidelines for auditing, monitoring and evaluation.<br>17. Develop frame work of state rules and guidelines for various programmes/ schemes<br>18. Technical advice for smooth implementation of various programmes/ schemes<br>19. Marketing advice<br>20. Staff deployment |

| <i>No</i>  | <i>Activity</i>                   | <i>Allocation of Responsibilities among Local Governments</i>  |   |  |  |              |
|------------|-----------------------------------|--|---|--|--|--------------|
|            |                                   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                        | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 4.2        | Social forestry and farm forestry | <p>7. Identify degraded and waste lands for social forestry and farm forestry, formulate and implement projects with the support of gramasabhas and concerned stakeholder groups.</p> <p>8. Establishment and management of nurseries</p> <p>9. Plant trees along state highways with the assistance of stakeholder groups</p> <p>10. Selection of species for planting.</p> <p>11. Encourage private farmers in farm forestry and assist them through projects.</p> <p>12. Arrange for distribution of seedlings as and when required</p> <p>7. Arrange for production and supply of fuel, fodder and timber for local use</p> <p>8. Arrange for collection, distribution and sale of fuel, fodder and timber</p> | <p>Establishment and management of nurseries for producing seedlings as demanded by grama panchayat and distribution of seedlings to grama panchayats as and when required.</p> | <p>Provide district guidelines, general frame work and perspective plans for social forestry and farm forestry</p> | <p>1. Identify degraded and waste lands for social forestry and farm forestry, formulate and implement projects with the support of wardsabhas and concerned stakeholder groups.</p> <p>2. Establishment and management of nurseries</p> <p>3. Plant trees along state highways with the assistance of stakeholder groups</p> <p>4. Selection of species for planting.</p> <p>5. Encourage private farmers in farm forestry and assist them through projects.</p> <p>6. Arrange for distribution of seedlings as and when required.</p> <p>7. Arrange for production and supply of fuel, fodder and timber for local use.</p> <p>8. Arrange for collection, distribution and sale of fuel, fodder and timber</p> | --           |

| <i>No</i>  | <i>Activity</i>                                  | <i>Allocation of Responsibilities among Local Governments</i>  |                        |   |  |              |
|------------|--|--|------------------------|---|--|--------------|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                                       | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 4.3        | Fragile ecosystem management                     | 3. Afforest and manage river banks, lake shores, mangroves and other ecologically fragile lands, sides of public ponds along with connected water bodies and other wetlands with the assistance of stakeholders.<br>4. Support the stakeholders in protection and management of sacred groves. | --                     | Provide district guidelines, general frame work and perspective plans for management of ecologically fragile areas  | 3. Afforest and manage river banks, lake shores, mangroves and other ecologically fragile lands, sides of public ponds along with connected water bodies and other wetlands with the assistance of stakeholders.<br>4. Support the stakeholders in protection and management of sacred groves. | --           |
| 4.4        | Ecotourism                                       | Plan and implement ecotourism through stakeholders.  | --                     | Provide district guidelines, general frame work and perspective plans for ecotourism  | Plan and implement ecotourism through stakeholders.  | --           |
| 4.5        | Biodiversity management and indigenous knowledge | 5. Prepare and maintain biodiversity register.<br>6. Documentation of indigenous knowledge.<br>7. Mapping ecologically sensitive areas.<br>8. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.                        | --                     | Provide district guidelines, general frame work and perspective plans for biodiversity management (which may include agro biodiversity also) and documentation of indigenous knowledge. | 5. Prepare and maintain biodiversity register.<br>6. Documentation of indigenous knowledge.<br>7. Mapping ecologically sensitive areas.<br>8. Maintenance of data base on non government organisations/ non governmental institutions involved in conservation efforts.                        | --           |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |  |              |
|------------|---|--|--|---|--|--------------|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 4.6        | Primary environment care  | 1. Plan and implement projects for primary environment care through stakeholders.<br><br>2. Maintain data base on important environmental factors. | --   | Provide district guidelines, general frame work and perspective plans for primary environment care  | 3. Plan and implement projects for primary environment care through stakeholders.<br><br>4. Maintain data base on important environmental factors. | --           |
| 4.7        | Nonwood forest product - processing, value addition and marketing | Support stakeholders for primary processing and temporary storage.   | Promote small scale industrial units for value addition of nonwood forest product as a collaborative endeavour of stakeholder groups | 6. Training in value addition and storage of nonwood forest product.<br><br>7. Fixation of support price for nonwood forest product and timber products<br><br>8. Establishment of go downs.<br><br>9. Market study and guidance<br><br>10. Develop marketing strategies and support in marketing | Support stakeholders for primary processing and temporary storage.   | --           |

| <i>No</i>  | <i>Activity</i>         | <i>Allocation of Responsibilities among Local Governments</i>  |   |   |  |              |
|------------|-------------------------|--|---|---|--|--------------|
|            |                         | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>              | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 4.8        | Wood based industries   | Maintenance of data base on wood based industries and furniture outlets.   | --  | Provide district guidelines, general framework and perspective plans for wood based industries. | Maintenance of data base on wood based industries and furniture outlets.   | --           |
| 4.9        | Awareness and education | 3. Organize Habitat Day, World Environment Day, Wild Life Week Celebrations, etc.<br>4. Promote environmental action groups through educational institutions and nongovernmental organizations | Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc. | Organize Vanamahotsava, World Environment Day, Wildlife Week Celebrations, etc.                 | 3. Organize Habitat Day, World Environment Day, Wild Life Week Celebrations, etc.<br>4. Promote environmental action groups through educational institutions and nongovernmental organisations | --           |



### 5. POVERTY ALLEVIATION, PUBLIC DISTRIBUTION AND NATURAL CALAMITIES

| No    | Activity                     | Allocation of Responsibilities among Local Governments  |                           |  |   |  |
|-------|------------------------------|---|---------------------------|--|---|--|
|       |                              | Grama Panchayat   | Block Panchayat           | District Panchayat   | Municipality/Corporation  | State  |
| (1)   | (2)                          | (3)   | (4)                       | (5)  | (6)   | (7)  |
| 5.1   | <b>POVERTY ALLEVIATION</b>   |   |                           |  |   |  |
| 5.1.1 | Identification of poor women | 1. Conduct of survey as per criteria<br>2. Analysis of survey forms and preparation of draft list<br>3. Publication of the draft list<br>4. Call for claims and objections through validation by neighbourhood groups, political parties and non governmental organisations<br>5. Settlement of claims and objections in the draft list<br>11. Presentation of the final draft before grama sabha for validation<br>12. Approval of the final list<br>13. Issue of below poverty line certificate | Training to functionaries | 1. Monitoring poverty<br>2. Information, Education, Communication<br>3. Orientation to elected representatives | 1. Conduct of survey<br>2. Analysis of survey forms and preparation of draft list<br>3. Publication of the draft list<br>4. Call for claims and objections through validation by neighbourhood groups, political parties and non governmental organisations<br>5. Settlement of claims and objections in the draft list<br>6. Presentation of the final draft before ward sabha for validation<br>7. Approval of the final list<br>8. Issue of below poverty line certificate<br>9. Training to functionaries | 1. Deciding the criteria<br>2. Deciding the strategy<br>3. Prepare plan of action<br>4. publicity through electronic media |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>   |  |   |   |                              |
|------------|---|---|--|---|---|------------------------------|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>                 |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>                   |
| 5.1.2      | Organising and empowering the poor women through Kudumbashree network | <ol style="list-style-type: none"> <li>1. Formation of neighbourhood group/ self help group</li> <li>2. Induce operation of thrift and credit</li> <li>3. Credit linkage</li> <li>4. Federating the groups at ward and grama panchayat level</li> </ol> | <ol style="list-style-type: none"> <li>1. Capacity building</li> <li>2. Grading of groups</li> <li>3. Administering revolving fund subsidy under Swarnajayanthi Grama Swarozgar Yojna</li> </ol> | <ol style="list-style-type: none"> <li>1. Printing and supply of registers</li> <li>2. Training in accounting to self help group</li> <li>3. Coordination at district level.</li> </ol> | <ol style="list-style-type: none"> <li>1. Formation of neighbourhood group/ self help group</li> <li>2. Induce operation of thrift and credit</li> <li>3. Training in accounting to self help group</li> <li>4. Credit linkage</li> <li>5. Federating the groups at ward and municipality/ corporation level</li> <li>6. Capacity building</li> <li>7. Grading of groups</li> <li>8. Administering revolving fund subsidy under centrally sponsored scheme</li> </ol> | Issue of general guidelines. |
| 5.1.3      | Anti Poverty Sub Plan   | <ol style="list-style-type: none"> <li>1. Need assessment</li> <li>2. Consolidation of need assessment and submission of data to block panchayat and district panchayat</li> <li>3. Preparation of plan for the grama panchayat</li> </ol>              | Preparation of plan for block panchayat  | <ol style="list-style-type: none"> <li>1. Orientation training for preparation of Anti Poverty Sub Plan</li> <li>2. Preparation of plan for district panchayat</li> </ol>               | <ol style="list-style-type: none"> <li>1. Need assessment</li> <li>2. Consolidation of need assessment</li> <li>3. Preparation of plan for the municipality/ corporation</li> </ol>   | Issue of guidelines          |

| <i>No</i>  | <i>Activity</i>           | <i>Allocation of Responsibilities among Local Governments</i>   |   |  |   |   |
|------------|---------------------------|---|---|--|---|---|
|            |                           | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>  |
| 5.1.4      | Self employment programme | <ol style="list-style-type: none"> <li>1. Identification of cluster groups</li> <li>2. Identification of activity group/prospective entrepreneurs</li> <li>3. Launching of micro enterprises</li> <li>4. Escort services</li> </ol> | <ol style="list-style-type: none"> <li>1. Identification of key activities/ enterprises opportunities and submission of list to the district panchayat</li> <li>2. Infrastructure build up (including marketing support) based on the project report</li> <li>3. Entrepreneurship development programme and skill development training based on the training plan approved by the district panchayat</li> <li>4. Credit linkage</li> <li>5. Monitoring of the programme at block level</li> <li>6. Conduct of fairs and exhibitions at block panchayat level</li> </ol> | <ol style="list-style-type: none"> <li>1. Preparation of perspective plan for the district</li> <li>2. Coordination of line departments and research institutions</li> <li>3. Project report preparation for the selected key activities</li> <li>4. Identification of training institutions and approval of training plan</li> <li>5. Technology transfer</li> <li>6. Coordination of infrastructure build up</li> <li>7. Release of funds to banks</li> <li>8. Providing infrastructure to the existing training institutions/ setting up of the new institutions</li> <li>9. Fairs and exhibitions at district level</li> <li>10. Provide marketing support at district level.</li> <li>11. Submission of periodical reports and obtaining subsequent instalments in the case of centrally sponsored schemes</li> </ol> | <ol style="list-style-type: none"> <li>1. Identification of cluster groups</li> <li>2. Identification of activity group/prospective entrepreneurs</li> <li>3. Launching of micro enterprises</li> <li>4. Escort services</li> </ol> | <ol style="list-style-type: none"> <li>1. Issue of general guidelines.</li> <li>2. Coordination of employment opportunities for micro enterprise units at state level.</li> <li>3. Providing market support through common branding, labeling, certification etc.</li> <li>4. Advertisement of branded items through electronic media.</li> <li>5. Sponsor products for national/ regional fairs and exhibitions.</li> <li>6. Monitor credit flow at state level</li> <li>7. Release of state share in the case of centrally sponsored scheme</li> <li>8. Liaison works for the release of central/ external funds</li> </ol> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |  |   |
|------------|-----------------|--|--|---|--|---|
|            |                 | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>  |
| 5.1.5      | Wage employment | <ol style="list-style-type: none"> <li>1. Identification of habitat/location of labourers.</li> <li>2. Formation of labour groups at habitat /ward level.</li> <li>3. Registration of labour groups</li> <li>4. Selection of beneficiaries for individual beneficiary programmes</li> <li>5. Ascertain lean season of each labour group.</li> <li>6. Preparation of shelf of projects on the basis of the grama sabha proposal</li> <li>7. Communicate approved shelf of projects to block panchayat and district panchayat</li> <li>8. preparation of action plan for grama panchayat</li> <li>9. Execution of work through labour groups.</li> <li>10. Inspection of food grains distribution and muster roll of all works</li> <li>11. Create community assets to get continuing benefit to the poor</li> </ol> | <ol style="list-style-type: none"> <li>1. Capacity building to labour groups.</li> <li>2. Preparation of action plan from the approved shelf of projects</li> <li>3. Issue of administrative sanction.</li> <li>4. Execution of works through the labour groups registered with grama panchayat</li> <li>5. Technical supervision and monitoring of the works executed by the grama panchayat</li> <li>6. Monitoring of food grain distribution</li> </ol> | <ol style="list-style-type: none"> <li>1. Indicating the resources for each panchayat raj institutions, in respect of centrally sponsored scheme</li> <li>2. Preparation of action plan for district panchayat from the shelf of project</li> <li>3. Technical supervision and monitoring of the works executed by the block panchayat</li> <li>4. Coordination of food grain distribution</li> <li>5. Execution of works through labour groups registered with grama panchayat.</li> <li>6. Submission of periodical reports and ensuring release of funds under centrally sponsored schemes.</li> </ol> | <ol style="list-style-type: none"> <li>1. Identification of habitat/location of labourers.</li> <li>2. Formation of labour groups at habitat /ward level.</li> <li>3. Registration of labour groups</li> <li>4. Selection of beneficiaries for individual beneficiary programmes</li> <li>5. Ascertain lean season of each labour group.</li> <li>6. Preparation of shelf of projects on the basis of the ward sabha proposal</li> <li>7. Preparation of action plan for municipality/corporation</li> <li>8. Execution of work through labour groups.</li> <li>9. Inspection of food grains distribution and muster roll of all works</li> <li>10. Create community assets to get continuing benefit to the poor</li> </ol> | <ol style="list-style-type: none"> <li>1. Approval of rural standard of schedule of rates</li> <li>2. Issue of working instructions</li> <li>3. State level monitoring.</li> <li>4. Liaison work for release of central funds.</li> </ol> |

| <i>No</i>  | <i>Activity</i>                 | <i>Allocation of Responsibilities among Local Governments</i>  |   |   |   |   |
|------------|---------------------------------|--|---|---|---|---|
|            |                                 | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                      | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
| 5.1.6      | Basic minimum needs<br>1. House | 1. Need assessment<br>2. Planning<br>3. Preparation of inventory of houseless.<br>4. Validation of the inventory through neighbourhood groups/ self help groups/ community based organisations<br>5. Prioritisation by grama sabha.<br>6. Publication of final list.<br>7. Providing of list of beneficiaries to the required line departments and other agencies and timely updation<br>8. Annual revision of inventory<br>9. Execution of housing schemes.<br>10. Monitoring | 1. Awareness building<br>2. Mason training<br>3. Propagating appropriate technology<br>4. Providing plan assistance to grama panchayats.<br>5. Implementation of housing schemes under centrally sponsored schemes.<br>6. Dovetailing supplementary plan assistance with centrally sponsored schemes. | 1. Arranging credit linkage to grama panchayats which undertakes Total housing schemes.<br>2. Providing plan assistance to grama panchayats<br>3. Submission of periodical reports to Government of India for timely release of funds | 1. Need assessment<br>2. Planning<br>3. Preparation of inventory of houseless.<br>4. Validation of the inventory through neighbourhood groups/ self help groups/ community based organisations<br>5. Prioritisation by ward sabha.<br>6. Publication of final list.<br>7. Providing of list of beneficiaries to the required line departments and other agencies and timely updation.<br>8. Annual revision of inventory<br>9. Execution of housing schemes.<br>10. Monitoring.<br>11. Awareness building<br>12. Mason training<br>13. Propagating appropriate technology | 1. Issue of working instructions.<br>2. Fixing of unit cost<br>3. Monitoring. |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |  |   |  |   |
|------------|--|---|--|---|--|---|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>                     | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>                                    | <i>(6)</i>   | <i>(7)</i>  |
|            | 2. House sites   | 1. Need assessment.<br>2. Plan preparation.<br>3. Identification of sites.<br>4. Purchase of land.<br>5. Selection of beneficiary through grama sabha.  | Providing plan assistance to grama panchayats.   | Providing plan assistance to grama panchayats | 1. Need assessment.<br>2. Plan preparation.<br>3. Identification of sites.<br>4. Purchase of land.<br>5. Selection of beneficiary through ward sabha.  | Issue of guide lines on fixing of scale of finance.   |
|            | 3. Sanitation<br>A. Household latrine/ safe disposal of human excreta<br><br>B. Disposal of solid and liquid waste at household level. | 1. Information, Education Communication for community awareness.<br>2. Need assessment.<br>3. Plan preparation.<br>4. Identification of beneficiaries through grama sabha.<br>5. Identification and arrangement of land for community structures where individual units are not possible.<br>6. Execution of schemes.<br><br>1. Awareness building.<br>2. Need assessment.<br>3. Plan preparation<br>4. Execution of schemes.<br>5. Monitoring. | 1. Capacity building.<br>2. Skill development for construction workers.<br>3. Technical support<br>4. Setting up of Rural Sanitary Marts and Production Centres<br><br>Providing technical assistance to grama panchayats. | Technology dissemination.                     | 1. Information, Education Communication for community awareness.<br>2. Need assessment.<br>3. Plan preparation.<br>4. Identification of beneficiaries through ward sabha.<br>5. Identification and arrangement of land for community structures where individual units are not possible.<br>6. Execution of schemes.<br><br>1. Awareness building.<br>2. Need assessment.<br>3. Plan preparation<br>4. Execution of schemes<br>5. Monitoring | 1. Strategy setting.<br>2. Issue of working instructions.<br>3. Liaison work for central/ external funds.<br>4. Fixing of subsidy norms.<br><br>Issue of guidelines including subsidy norms |

| <i>No</i>  | <i>Activity</i>                    | <i>Allocation of Responsibilities among Local Governments</i>   |                        |                           |  |                                    |
|------------|------------------------------------|---|------------------------|---------------------------|--|------------------------------------|
|            |                                    | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i>                       |
| <i>(1)</i> | <i>(2)</i>                         | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>                         |
|            | 4. Drinking water                  | 1. Awareness building on safe drinking water, maintenance of sources, rational usage.<br>2. Community mobilisation<br>3. Need assessment<br>4. Preparation of plan.<br>5. Execution and monitoring. | Technical support      | Technical support.        | 1. Awareness building on safe drinking water, maintenance of sources, rational usage.<br>2. Community mobilisation<br>3. Need assessment.<br>4. Preparation of plan.<br>5. Execution and monitoring. | Issue guidelines on subsidy norms. |
|            | 5. Electrification/energy support. | 1. Identification of location/houses<br>2. Preparation of plan<br>3. Execution and monitoring.<br>4. Live demonstration of smokeless choola   | --                     | Technical support         | 1. Identification of location/houses<br>2. Preparation of plan<br>3. Execution and monitoring<br>4. Live demonstration of smokeless choola   | Issue of general guidelines.       |
|            | 6. Nutrition                       | 1. Identifying beneficiaries requiring food support.<br>2. Strategic planning.<br>3. Execution and monitoring.  | --                     | Technical support.        | 1. Identifying beneficiaries requiring food support.<br>2. Strategic planning.<br>3. Execution and monitoring  | Issue of general guidelines.       |

| <i>No</i>  | <i>Activity</i>                                   | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |   |   |
|------------|---|--|--|---|---|---|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>                             | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
| 5.1.7      | IWMP<br>Integrated Watershed Management Programme | 1. Formation of neighbourhood groups<br>2. Activity selection through grama sabha and submission to block panchayat<br>3. Formation of user groups and mobilisation of user contribution<br>4. Execution through user groups<br>5. Post project maintenance through operation of wasteland development fund. | 1. Constitution of watershed development team<br>2. Capacity building to neighbourhood groups and elected representatives.<br>3. Preparation of action plan<br>4. Technical supervision<br>5. Coordination of line departments<br>6. Convergence with NREGGA and other schemes | 1. Delineation of micro watershed<br>2. Preparation of watershed plan based on the block plans and approval<br>3. Allocation of funds to grama panchayats<br>4. Monitoring<br>5. Coordination of the line departments and other agencies.<br>6. Preparation and submission of area development projects to Government of India/ external agencies.<br>7. Submission of periodical reports to Government of India/ other agencies for release of funds | --  | 1. Issue of working instructions.<br>2. Liaison work with research institutes and technical support to the local governments<br>3. Monitoring and follow-up for timely release of central funds |
| 5.1.8      | Slum improvement                                  | --   | --   | --  | Providing infrastructure facilities within identified slums | --  |

| No                                    | Activity  | Allocation of Responsibilities among Local Governments   |   |                           |  |  |
|---------------------------------------|---|--|---|---------------------------|--|--|
|                                       |   | Grama Panchayat  | Block Panchayat                                   | District Panchayat        | Municipality/Corporation   | State  |
| (1)                                   | (2)   | (3)  | (4)   | (5)                       | (6)  | (7)  |
| <b>5.2 PUBLIC DISTRIBUTION SYSTEM</b> |   |  |   |                           |  |  |
| 5.2.1                                 | System maintenance  | 1. Recommendation for new authorised retail depots<br>2. Recommendation for new cards<br>3. Selection of beneficiaries under anthyodhaya and anna poorna schemes | Recommendation of new authorised wholesale depots | Consumer education        | 1. Recommendation for new authorised retail depots and authorised wholesale depots<br>2. Recommendation for new cards<br>3. Selection of beneficiaries under anthyodhaya and anna poorna schemes | --   |
| 5.2.2                                 | Vigilance and enforcement aspects and redressal of public grievance | 1. Inspection of authorized retail depots<br>2. Enquire into the public complaints   | Inspection of authorized wholesale depots         | --                        | 1. Inspection of authorised retail depots<br>2. Enquire into the public complaints   | Make necessary amendment in Kerala Rationing Order for giving licensing powers to local government |
| <b>5.3 NATURAL CALAMITY</b>           |   |  |   |                           |  |  |
| 5.3.1                                 | Information system and rescue operation                             | 1. Inform the incidence of calamity to the Police, Fire Force and Revenue at the earliest<br>2. Community mobilisation for rescue operations and rehabilitation  | Assist in the rescue operations                   | Monitor relief operations | 1. Inform the incidence of calamity to the Police, Fire Force and Revenue at the earliest<br>2. Community mobilisation for rescue operations and rehabilitation                                  | --   |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>  |   |  |   |   |
|------------|-----------------|--|---|--|---|---|
|            |                 | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>  |
| 5.3.2      | Rehabilitation  | <ol style="list-style-type: none"> <li>1. Assist the authorities in finding out suitable location for shelter</li> <li>2. Assist in managing the temporary camps</li> <li>3. Assess all type of losses and furnish list to the concerned</li> <li>4. Identify the repair and restoration work</li> </ol> | <ol style="list-style-type: none"> <li>1. Mobilise the local resources for managing the camps</li> <li>2. Consolidate the lists given by the grama panchayats and forward to the district panchayat</li> <li>3. Technical supervision of works</li> </ol> | <ol style="list-style-type: none"> <li>1. Coordinate the rehabilitation work</li> <li>2. Consolidate the list given by the block panchayats</li> <li>3. Finalise the lists and allocation of funds to the grama panchayat</li> </ol> | <ol style="list-style-type: none"> <li>1. Assist the authorities in finding out suitable locations for shelter</li> <li>2. Assist in managing the temporary camps</li> <li>3. Assess all type of losses and furnish list to the concerned</li> <li>4. Identify the repair and restoration work</li> </ol> | Allocate the funds to the districts on the basis of the magnitude of the calamity |

## 6. COOPERATION

| No  | Activity  | Allocation of Responsibilities among Local Governments  |   |   |   |   |
|-----|---|---|---|---|---|---|
|     |   | Grama Panchayat   | Block Panchayat   | District Panchayat  | Municipality/Corporation  | State   |
| (1) | (2)   | (3)   | (4)   | (5)   | (6)   | (7)   |
| 6.1 | Preparation of local government level list of cooperative societies | Prepare a classified, development sector wise list of cooperative societies according to their type and objectives on the basis of:- <ol style="list-style-type: none"> <li>1. Having area of operation with in the grama panchayat</li> <li>2. Having head quarters / branch in the grama panchayat area and area of operation is over and above the grama panchayat area as per by-law of the society.</li> </ol> | Prepare a classified, development sector wise list of cooperative societies according to their type and objectives on the basis of:- <ol style="list-style-type: none"> <li>1. Having area of operation of more than one grama panchayat area comprised with in the block panchayat area.</li> <li>2. Having area of operation of the whole block panchayat area</li> <li>3. Having head quarter/ branch in the block panchayat area and having area of operation of more than the block panchayat area.</li> </ol> | Prepare a classified, development sector wise list of cooperative societies according to their type and objectives on the basis of :- <ol style="list-style-type: none"> <li>1. Having area of operation of more than one block panchayat area comprised with in the district panchayat area.</li> <li>2. Having head quarter/ branch in the district panchayat area and area of operation extends to the whole district or more than that as per by law of the society.</li> </ol> | Prepare a classified development sector wise list of cooperative societies according to their type and objectives on the basis of:- <ol style="list-style-type: none"> <li>1. Having area of operation with in the municipality/ corporation</li> <li>2. Having head quarters/ branch in the municipality/ corporation area and area of operation is over and above the municipality/ corporation.</li> </ol> | Prepare a classified, development sector wise list of cooperative societies according to their type and objectives on the basis of:- <ol style="list-style-type: none"> <li>1. Having area of operation of more than one district area comprised with in the state.</li> <li>2. All apex societies registered in the state</li> </ol> |

| <i>No</i>  | <i>Activity</i>                             | <i>Allocation of Responsibilities among Local Governments</i>   |   |   |  |              |
|------------|---|---|---|---|--|--------------|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                                  | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 6.2        | Financial assistance for mutual cooperation | <ol style="list-style-type: none"> <li>1. Provide financial assistance to cooperative societies having area of operation with in the grama panchayat area only</li> <li>2. Provide subsidy to primary agriculture cooperative societies/ farmer's service cooperative banks</li> <li>3. Incentives for deposit mobilization by primary agriculture cooperative societies</li> </ol> | <ol style="list-style-type: none"> <li>1. Provide financial assistance to cooperative societies having area of operation with in the block panchayat area only</li> <li>2. Provide incentives to primary agriculture cooperative societies for outstanding performance in deposit mobilization campaign (transferred scheme)</li> <li>3. Managerial subsidy to irrigation cooperative societies (transferred scheme)</li> </ol> | <ol style="list-style-type: none"> <li>1. Provide financial assistance to cooperative societies having area of operation of more than one block panchayat area within the district panchayat area only. This does not affect the transferred scheme.</li> <li>2. Outright grant for special bad debts reserve fund (transferred scheme)</li> <li>3. Subsidy to cooperatives for coordinating festival markets (transferred scheme)</li> <li>4. Subsidy for reimbursement of rent to government employees credit cooperative societies and government employees housing cooperative societies (transferred scheme) Managerial subsidy to joint farming/ collective farming cooperative societies (transferred scheme)</li> </ol> | <ol style="list-style-type: none"> <li>1. Provide financial assistance to cooperative societies having area of operation with in the municipality/ corporation area only</li> <li>2. Subsidy to urban cooperative societies/ primary agriculture cooperative societies (transferred scheme)</li> <li>3. Incentive awards to primary agriculture cooperative societies/ urban cooperative societies for outstanding performance in deposit mobilization campaign (transferred scheme)</li> <li>4. Incentive for deposit mobilization by primary cooperative societies (transferred scheme)</li> <li>5. Managerial subsidy to cooperative societies</li> </ol> | --           |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |  |
|------------|--|--|--|--|--|--|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>                           |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>                             |
|            |  |  |  | 5. Managerial subsidy to cooperative societies<br>6. Subsidy to marketing societies<br>7. Subsidy to Scheduled Caste/ Scheduled Tribe societies<br>8. Incentive for deposit mobilization | 6. Subsidy to marketing societies<br>7. Subsidy to Scheduled Caste/ Scheduled Tribe societies<br>8. Incentive for deposit mobilization                 |  |
| 6.3        | Formation of new cooperative societies and strengthening of existing cooperatives. | Take initiative to revive/ form a cooperative society in a needy sector with needy people and provide technical/ financial assistance for the society. | Take initiative to revive/ form a cooperative society in a needy sector with needy people and provide technical/ financial assistance for the society. | Take initiative to revive/ form a cooperative society in a needy sector with needy people and provide technical/ financial assistance for the society.                                   | Take initiative to revive/ form a cooperative society in a needy sector with needy people and provide technical/ financial assistance for the society. | Formation of new cooperative societies |

### 7. MINOR IRRIGATION

| No  | Activity   | Allocation of Responsibilities among Local Governments  |  |   |   |  |
|-----|--|---|--|---|---|--|
|     |  | Grama Panchayat   | Block Panchayat  | District Panchayat  | Municipality/Corporation  | State  |
| (1) | (2)  | (3)   | (4)  | (5)   | (6)   | (7)  |
| 7.1 | 1. Development of minor irrigation schemes.<br>2. Rehabilitation/ maintenance of all minor irrigation structures (minor and micro irrigation systems, tanks, ponds, dug wells, land reclamation works, bore wells, vertical cross bars, salt exclusion vertical cross bars, lift irrigation schemes, springs, water harvesting, rain water harvesting structures including all delivery systems) | 1. Formulation of minor irrigation projects assigned (identification of location, user area, sources)<br>2. Feasibility assessment<br>(i) Technical<br>(ii) Agronomic<br>(iii) Socio economic<br>3. Ensure availability of land for the project<br>4. Approval<br>(i) Administrative<br>(ii) Technical<br>5. Formation of user groups/ organisations<br>6. Capacity building<br>7. Mobilisation of resources<br>(i) Public contribution in cash/kind<br>(ii) Credit | 1. Formulation of all lift irrigation and minor irrigation schemes benefiting less than 5 hectare and spread over in more than one grama panchayat<br>2. Feasibility assessment<br>(i) Technical<br>(ii) Agronomic<br>(iii) Socio economic<br>3. Ensure availability of land through grama panchayat<br>4. Approval<br>(i) Administrative<br>(ii) Technical<br>5. Formation of user groups/ organisations<br>6. Capacity building<br>7. Mobilisation of resources<br>(i) Public contribution in cash/kind<br>(ii) Credit | 1. Formulation of minor irrigation/ lift irrigation schemes assigned to district panchayat in consultation with grama panchayat concerned<br>2. Feasibility assessment<br>(i) Technical<br>(ii) Agronomic<br>(iii) Socio economic<br>3. Ensure availability of land through grama panchayat<br>4. Approval<br>(i) Administrative<br>(ii) Technical<br>5. Formation of user groups/ organisations<br>6. Capacity building<br>7. Mobilisation of resources<br>(i) Public contribution in cash/kind<br>(ii) Credit | 1. Formulation of minor irrigation/ lift irrigation schemes assigned to municipality/ corporation<br>2. Feasibility assessment<br>(i) Technical<br>(ii) Agronomic<br>(iii) Socio economic<br>3. Ensure availability of land<br>4. Approval<br>(i) Administrative<br>(ii) Technical<br>5. Formation of user groups/ organisations<br>6. Capacity building<br>7. Mobilisation of resources<br>(i) Public contribution in cash/kind<br>(ii) Credit | 1. Policy formulation on assignment of various types/size of minor irrigation/ lift irrigation works to different tiers of local governments.<br>2. Supportive legislation |

| No  | Activity | Allocation of Responsibilities among Local Governments  |   |   |   |       |
|-----|----------|---|---|---|---|-------|
|     |          | Grama Panchayat   | Block Panchayat   | District Panchayat  | Municipality/Corporation  | State |
| (1) | (2)      | (3)   | (4)   | (5)   | (6)   | (7)   |
|     |          | 8. Implementation of the project including the distribution system<br>9. Supervision, monitoring and review of quality of works<br>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, non governmental organisations etc.<br>11. Formulation and execution of memorandum of understanding between panchayat and user groups<br>12. Handing over the project to the user groups wherever applicable. | 8. Implementation of the project including the distribution system<br>9. Supervision, monitoring and review of quality of works<br>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, Non governmental organisations etc.<br>11. Formulation and execution of memorandum of understanding between panchayat and user groups<br>12. Handing over the project to the user groups wherever applicable. | 8. Implementation of the project including the distribution system<br>9. Supervision, monitoring and review of quality of works<br>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, Non governmental organisations etc.<br>11. Formulation and execution of memorandum of understanding between panchayat and user groups<br>12. Handing over the project to the user groups wherever applicable. | 8. Implementation of the project including the distribution system<br>9. Supervision, monitoring and review of quality of works<br>10. Ensure coordination between Irrigation and Agriculture Departments and agencies like Kerala Sate Electricity Board, Banks, Non governmental organisations etc.<br>11. Formulation and execution of memorandum of understanding between municipality/ corporation and user groups<br>12. Handing over the project to the user groups wherever applicable. |       |

Note: (1) The minor irrigation projects benefiting 15-50 ha. have not been considered for assignment to the responsibility of local governments. This should also be brought under local governments.

(2) It is not correct to assign minor irrigation projects to different local governments based on the criteria of ayacut benefited; it should rather be on the basis of cost ceilings



### 8. POWER AND ENERGY

| No  | Activity                     | Allocation of Responsibilities among Local Governments   |                 |   |   |   |
|-----|------------------------------|--|-----------------|---|---|---|
|     |                              | Grama Panchayat  | Block Panchayat | District Panchayat                            | Municipality/Corporation  | State   |
| (1) | (2)                          | (3)  | (4)             | (5)   | (6)   | (7)   |
| 8.1 | Expansion of electrification | 1. Identify isolated households/colonies/ areas where electricity has not reached<br>2. Prepare projects for electrifying unelectrified households and areas.<br>3. Settling objections raised by land owners  | --              | Provide technical support for electrification | 1. Identify isolated households/colonies/ areas where electricity has not reached<br>2. Prepare projects for electrifying unelectrified households and areas.<br>3. Settling objections raised by land owners   | Formulate and implement plans of generation, transmission and distribution system taking into account the power required by local governments and to ensure to achieve the state target |
| 8.2 | Street light                 | 1. Identify the location and formulate projects<br>2. Maintain the street lights by procuring spares and replacing defective lamps appointing qualified personnel under the Kerala State Electricity Board<br>3. In the case of metered supply: supply, operation and maintenance of street light to be carried by the grama panchayat and their qualified personnel | --              | --  | 1. Identify the location and formulate projects<br>2. Maintain the street lights by procuring spares and replacing defective lamps appointing qualified personnel under the supervision of Kerala State Electricity Board<br>3. In the case of metered supply: supply, operation and maintenance of street light to be carried by the municipality/ corporation and their qualified personnel | --  |

*Note: 8.1 As per the Act only the district panchayat is assigned the responsibility in this respect. However, in practice the grama panchayat, block panchayat as well as municipalities are also playing important roles in this function. This has to be regularised through appropriate Government decision*

| No  | Activity  | Allocation of Responsibilities among Local Governments   |   |   |  |  |
|-----|---|--|---|---|--|--|
|     |   | Grama Panchayat  | Block Panchayat   | District Panchayat  | Municipality/ Corporation  | State  |
| (1) | (2)   | (3)  | (4)   | (5)   | (6)  | (7)  |
| 8.3 | Monitoring power supply<br>(i) Availability of power supply<br><br>(ii) Quality of supply | Coordinate with the utility to ensure power supply during prime crop season, special occasions and to meet any contingencies.<br><br>Identify poor voltage areas and formulate projects for improving the system voltage | Coordinate with the utility to ensure power supply during prime crop season, special occasions and to meet any contingencies. | Coordinate with the utility to ensure power supply during prime crop season, special occasions and to meet any contingencies. | Coordinate with the utility to ensure power supply during prime crop season, special occasions and to meet any contingencies.<br><br>Identify poor voltage areas and formulate projects for improving the system voltage | Ensure power supply as demanded by local governments<br><br>1. Exercise demand side management<br>2. Strengthen transmission and distribution system |
| 8.4 | Prevention of misuse, theft and illegal use, inefficient use of power                     | 1. Keep a register to record complaints of theft etc. and to report to the utility and to review the action taken by the utility on the complaints in the Local Advisory Committee                                       | --  | --  | 1. Keep a register to record complaints of theft etc. and to report to the utility and to review the action taken by the utility on the complaints in the Local Advisory Committee                                       | 1. Ensure that the district utility take proper follow up action<br>2. Strengthen the existing anti power theft squad activities                     |

*Note: 8.3. The function of monitoring and quality assurance is not mentioned in the Act or G.O. 189/95. However, Both the Government of India Task Force and the Karnataka Government document mention this in their reports. Hence this is included here as a desirable function.*

*8.4 This is also recommended based on the Government of Karnataka document*

| No  | Activity                                     | Allocation of Responsibilities among Local Governments   |   |   |  |   |
|-----|--|--|---|---|--|---|
|     |  | Grama Panchayat  | Block Panchayat   | District Panchayat  | Municipality/Corporation   | State   |
| (1) | (2)  | (3)  | (4)   | (5)   | (6)  | (7)   |
|     |  | 2. Exercise special monitoring with regard to misuse of agriculture connection in coordination with Agricultural Officer concerned and to review in Local Advisory Committee | --  | --  | 2. Exercise special monitoring with regard to misuse of agriculture connection in coordination with Agricultural Officer concerned and to review in Local Advisory Committee |   |
| 8.5 | Power line mapping                           | Formulate project for power line mapping and its implementation  | --  | --  | Formulate project for power line mapping and its implementation  | Provide necessary technical information to the field officers           |
| 8.6 | Energy conservation activities               | Formulate projects in coordination with the nodal agency to arrange programmes for the benefit of household and small scale industries                                       | --  | Formulate projects in coordination with the nodal agency, to arrange programmes for the benefit of large industries and government buildings  | Formulate projects in coordination with nodal agency to arrange programmes for the benefits of domestic and small scale industries   | Provide technical support through state level agencies                  |
| 8.7 | Promoting non conventional sources of energy | 1. Identify potential sources of non conventional energy, formulation and implementation of projects as detailed below :-  | Formulate projects for use of non conventional energy sources and implementation of projects covering more than one grama panchayat limited to 1MW power generation | 1. Assist the state nodal agency in preparing plan for energy requirement and supply.<br>2. Implementation of projects upto 5 MW including small hydel, bio mass gasifier, solar etc. | 1. Identify potential sources of non conventional energy, formulation and implementation of projects as detailed below   | Formulation of policy for promotion of non conventional energy sources. |

**Note:** 8.5. This is not specifically mentioned in the Act/G.O. However, this is already being done by some Grama Panchayats, and is a useful contribution to the overall objective of energy conservation and improving the quality of power supply

8.6 As per the Energy Conservation Act 2001, mass Awareness Programmes have to be organised to reduce energy consumption, especially during peak hours by the consumers

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |   |              |
|------------|-----------------|--|--|---|---|--------------|
|            |                 | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>   |
|            | ..              | i. Micro hydel upto 100 KW (generation and distribution)<br>ii. Bio mass gasifier upto 100 KW<br>iii. Wind water pump<br>iv. SPV pumping system upto 2 h.p.<br>v. Solar S.P.V. home lighting system<br>vi. Community and domestic smokeless choolahs<br>vii. Hot box, thermal cooker, propagation and employment generation<br>viii. Community based solar water heater 2000 pd capacity<br>2. Identification of beneficiaries for all non conventional energy devices<br>3. Monitor functioning of non conventional energy devices, operation and | Arrange training of personnel for operation and maintenance of non conventional energy devices both new and existing | 3. Promote non conventional energy sources and devices<br>4. Promote and popularise energy saving devices<br>5. Coordinate with government agencies and non governmental organisations for promotion of alternate sources of energy | i. Micro hydel upto 100 KW (generation and distribution)<br>ii. Bio mass gasifier upto 100 KW<br>iii. Wind water pump<br>iv. SPV pumping system upto 21 h.p.<br>v. Solar S.P.V. home lighting system<br>vi. Community and domestic smokeless choolahs<br>vii. Hot box, thermal cooker, propagation and employment generation<br>viii. Community based solar water heater 2000 lpd capacity<br>2. Identification of beneficiaries for all non conventional energy devices<br>3. Monitor functioning of non conventional energy devices, operation and maintenance of non conventional energy |              |

| No  | Activity | Allocation of Responsibilities among Local Governments   |                 |                    |  |       |
|-----|----------|--|-----------------|--------------------|--|-------|
|     |          | Grama Panchayat  | Block Panchayat | District Panchayat | Municipality/Corporation   | State |
| (1) | (2)      | (3)  | (4)             | (5)                | (6)  | (7)   |
|     |          | maintenance of non conventional energy devices both (new and already existing and not functioning), through trained personnel within the grama panchayat |                 |                    | devices (both new and already existing and not functioning), through trained personnel within the municipality/ corporation<br><br>4. Arrange training of personnel for operation and maintenance of non conventional energy devices |       |

*Note: 8.7 Even though the PR Act assigns specific responsibilities in this respect to district panchayat and block panchayat, the G.O. 189/95 authorises only the district panchayat. However, in practice several grama panchayat as well as district panchayat have implemented a number of schemes in this area and this is to be encouraged.*

*Note II: Organisational and Staff Support – Since the implementing departments in the energy sector have not been transferred to the local governments, the necessary staff support for implementing the various local government projects have to be extended by the line departments. Their representatives at the appropriate level should be included in the Working Groups. A state level coordination committee may be constituted to smoothen this operation. This committee may include Secretary (Planning), Secretary (Local Self Government), Secretary (Rural Development), Secretary (Power), Chairman, (KSEB), Director (ANERT), Director (Energy Management Centre)*



### 9. SMALL SCALE INDUSTRIES

| <i>No</i>  | <i>Activity</i>                                | <i>Allocation of Responsibilities among Local Governments</i> |  |   |  |              |
|------------|--|---|--|---|--|--------------|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                                     | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 9.1        | Industrial resource potential survey           | Conducting survey under technical supervision                 | Providing technical assistance and coordination of survey of grama panchayat | Compilation of survey reports   | Conducting survey under technical supervision  | --           |
| 9.2        | Market demand analysis                         | --  | Assisting the market demand survey under taken by district panchayat         | Conducting survey and preparation of report   | Conducting market demand survey and preparation of report  | --           |
| 9.3        | Product identification and project formulation | --  | Providing assistance to district panchayat for product identification        | <ol style="list-style-type: none"> <li>1. Analysis of survey reports and product identification.</li> <li>2. Project formulation in coordination with District Industries Centre, Khadi and Village Industries Board, Small Industries Service Institute, Directorate of Coir Development, Kerala State Sericulture Federation etc</li> <li>3. Preparation of district industries plan</li> </ol> | <ol style="list-style-type: none"> <li>1. Analysis of survey reports and product identification.</li> <li>2. Project formulation in coordination with District Industries Centre, Khadi and Village Industries Board, Small Industries Service Institute, Directorate of Coir Development, Kerala State Sericulture Federation etc</li> <li>3. Preparation of municipal/corporation level Industries plan</li> </ol> | --           |

| <i>No</i>  | <i>Activity</i>                    | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |  |
|------------|------------------------------------|--|--|--|--|--|
|            |                                    | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                         | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 9.4        | Entrepreneur development programme | 1. Selection of entrepreneurs with support of concerned block panchayat and district panchayat and conduct of EDP with set up of units<br><br>2. Creation of interest in cottage industries and encouraging private investment | 1. Technical support to grama panchayat in selection of entrepreneurs and conduct of EDP with set up of units<br><br>2. Establishing industrial counseling, information and guidance centre for promoting cottage/co-operative/ private small scale industrial units and conduct of EDP with set up of units | 1. Technical support to grama panchayat for selection of entrepreneurs including entrepreneur development programme<br><br>2. Conducting Entrepreneur development programme, | 1. Selection of entrepreneurs with technical support<br><br>2. Creation of interest in cottage industries and encouraging private investment<br><br>3. Establishing industrial counseling, information and guidance centre for promoting domestic/co-operative/ private small scale industries units | 1. Sectoral entrepreneur development programmes<br><br>2. Specialised training |
| 9.5        | Skill development training         | Identification of traditional skill and organising training for skill enhancement (artisans, craftsman)  | --   | 1. Conducting training for khadi/ handloom workers and skilled labourers.<br><br>2. Pay stipend to the beneficiaries, honorarium/ training cost                              | Identification of skills and providing skill enhancement (artisans/craftsman)  | Skill Development Training   |
| 9.6        | Sericulture development            | Promoting sericulture  | --   | --   | Promoting sericulture  | Support programmes   |
| 9.7        | Infrastructure development         | Making land available and construction of Mini Industrial Estates  | Construction of mini industrial estate   | Establishment of industrial estate/clusters, common facility centres   | Establishment of mini industrial estate  | Industrial Estate, Plots, Industrial growth centres                            |
| 9.8        | Credit and financial assistance    | Coordinating with financial institutions   | Coordinating with financial institutions   | Coordinating with financial institutions   | Coordinating with financial institutions   | Sending TFR to banks for financing assistance and ESS benefits                 |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>  |   |   |   |   |
|------------|--|--|---|---|---|---|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
| 9.9        | Marketing support  | Conduct of local markets in connection with festivals  | Conduct of local markets in connection with festivals                   | Establishment of marketing centres, exhibition and trade fairs, incentives for marketing products from small scale and cottage industries | Incentives for marketing products from small scale and cottage industries and conduct of local market in connection with festivals  | Conduct of Exhibitions  |
| 9.10       | Making raw material available  | Augmentation of raw material resources for industrial promotion  | Establishing raw material bank  | Input services and establishing common facility centre  | Augmentation of raw material resources for industrial promotion   | --  |
| 9.11       | Promotion of traditional industries (khadi, coir, handloom, handicrafts) | <ol style="list-style-type: none"> <li>Implementation of schemes under the technical support of Khadi and Village Industries Board, Directorate of Coir Development, Directorate of Handloom Textiles, District Industries Centre etc</li> <li>Generate interest in society for the use of products of cottage industries</li> </ol> | --  | <ol style="list-style-type: none"> <li>Direction, management and training,</li> <li>Promoting sales of products</li> </ol>                | <ol style="list-style-type: none"> <li>Implementation of schemes under the technical support of Khadi and Village Industries Board, Director of Coir Development, Director of Handloom Textiles, District Industries Centre etc</li> <li>Generate interest in society for the use of products of cottage industries</li> <li>Direction, management and training</li> <li>Promoting sales of products</li> </ol> | <ol style="list-style-type: none"> <li>Centrally sponsored training programmes.</li> <li>Advanced training and financial assistance to Handloom sector by District Industrial Centre</li> </ol> |
| 9.12       | Technical know-how   | --   | Transfer and upgradation of technology in different areas of production | Identify appropriate technologies and arrange for their transfer to the workers   | Identify appropriate technologies and arrange for their transfer to the workers   | Technology bank promoting technology based industries   |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i> |                          |  |  |   |
|------------|---|---|--------------------------|--|--|---|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>                            | <i>Municipality/Corporation</i>        | <i>State</i>                                |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>               | <i>(5)</i>   | <i>(6)</i>                             | <i>(7)</i>                                  |
| 9.13       | Monitoring  | --  | --                       | Monitor and supervise overall progress               | Monitor and supervise overall progress | Consolidation at state level                |
| 9.14       | Issue of licenses/<br>registration to small<br>scale industries and<br>warehouses | Licensing   | Provisional registration | Control over registration/<br>permanent registration | Licensing only                         | Registration of EM part<br>I and EM part II |

### 10. GENERAL EDUCATION, VOCATIONAL EDUCATION AND ADULT EDUCATION

| No                            | Activity  | Allocation of Responsibilities among Local Governments  |                 |   |  |  |
|-------------------------------|---|---|-----------------|---|--|--|
|                               |   | Grama Panchayat   | Block Panchayat | District Panchayat  | Municipality/Corporation   | State  |
| (1)                           | (2)   | (3)   | (4)             | (5)   | (6)  | (7)  |
| <b>10.1 General Education</b> |   |   |                 |   |  |  |
| 10.1.1                        | Expansion and development of educational facilities                               | Assess the requirements and shortages of the existing infrastructure facilities in the primary and pre-primary schools and plan in a systematic way to ensure required facilities.  | --              | Assess the requirements and gaps as to the infrastructural facilities in upper primary schools, high schools, secondary schools and vocational higher secondary schools and plan in a systematic way to ensure required facilities. | Taking stock of the existing facilities of physical infrastructure of schools, lower primary schools, upper primary schools, high schools, higher secondary schools, vocational higher secondary schools and plan in a systematic way to ensure required facilities. | Every scheme/ projects to be implemented by departments/agencies like United Nations International Children's Emerging Fund and United Nations Educational Scientific and Cultural Organisation aimed at providing or enriching infrastructure facilities should strictly be routed through local governments avoiding duplicity |
| 10.1.2                        | Dismantling and auctioning off all the old dilapidated and ramshackled structures | Take timely action in such a manner that the buildings of lower primary schools are not collapsed creating human tragedy. Also take steps to auction off structures saving sufficient quantum of money, paying attention to their re-use. | --              | Take timely action that all the collapsible structures in upper primary schools, high and training schools, higher secondary schools are dismantled/ removed/auctioned off arresting human tragedy.                                 | Take timely action that all the collapsible structures in lower primary schools, upper primary schools, high and secondary schools are dismantled/ removed/auctioned off arresting human tragedy.  | --   |

| No     | Activity   | Allocation of Responsibilities among Local Governments  |                 |  |  |   |
|--------|--|---|-----------------|--|--|---|
|        |  | Grama Panchayat   | Block Panchayat | District Panchayat   | Municipality/Corporation   | State   |
| (1)    | (2)  | (3)   | (4)             | (5)  | (6)  | (7)   |
| 10.1.3 | Sanitation, health and drinking water facilities | Implementation of women friendly toilets in convergence with Sujithawa Mission and NRHM   | --              | Assess the genuine needs of toilets and drinking water facilities among the upper primary, high schools, higher secondary schools, and vocational higher secondary schools and prioritise theme to create a clean and hygienic environment. Adopt, user friendly and cost effective rural technology in this domain  | Assess the genuine needs of toilets and drinking water facility among the upper primary, high schools, higher secondary schools, and vocational higher secondary schools and prioritise theme to create a clean and hygienic environment, Adopt, user friendly and cost effective rural technology in this domain  | --  |
| 10.1.4 | Quality improvement                              | <ol style="list-style-type: none"> <li>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in lower primary schools</li> <li>2. Frame out strategies and facilities to ensure universal enrolment and retention avoiding dropouts.</li> <li>3. Exercise a constant vigil on regular attendance of teachers and students in the class room and take remedial action</li> </ol> | --              | <ol style="list-style-type: none"> <li>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in upper primary, high and training schools and higher secondary schools</li> <li>2. Supervise and monitor teacher's attendance and pupils' attendance arresting dropouts</li> <li>3. Ensure and encourage academic innovativeness and experimentation</li> </ol> | <ol style="list-style-type: none"> <li>1. Pilot and launch school specific/ area specific/ local specific quality improvement programmes in upper primary, high and training schools, and higher secondary schools.</li> <li>2. Supervise and monitor teachers' attendance and pupils' attendance arresting drop outs.</li> <li>3. Ensure and encourage academic innovativeness and experimentation</li> </ol> | <ol style="list-style-type: none"> <li>1. Provide overall conceptual framework and responsibility matrix in regard to the quality improvement programmes</li> </ol> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>  |                        |  |   |              |
|------------|-----------------|--|------------------------|--|---|--------------|
|            |                 | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
|            |                 | 4. Ensure timely disbursement of scholarships and grants<br>5. Provide regularly mid day meals to the needy (with flexibility in regard to the nutrient content of the food stuff)<br>6. Providing free study materials to the needy.<br>7. Supply seeds for vegetable gardens for incorporate with agriculture department |                        | 4. Convergence of agencies and organisations inclusive of non governmental organisations working in the academic/ educational institutions.<br>5. Chalk out programmes for teachers empowerment<br>6. Chalk out schemes/ projects aimed at teaching of remediation paying special attention to the disadvantaged and otherwise abled.<br>7. Implement interventions aimed at gender empowerment<br>8. Implement special enrichment programmes for Scheduled Caste/Scheduled Tribe children.<br>9. Pilot research and evaluation studies and highlight commendable academic achievements<br>10. Ensure speedy and timely disbursement of scholarships, lump sum grant and other benefits to eligible children | 4. Convergence of agencies and organisations inclusive of non governmental organisations working in the academic/ educational institutions.<br>5. Chalk out programmes for teachers empowerment<br>6. Chalk out schemes/ projects aimed at teaching of remediation paying special attention to the disadvantaged and otherwise abled.<br>7. Implement interventions aimed at gender empowerment<br>8. Implement special enrichment programmes for Scheduled Caste/ Scheduled Tribe children.<br>9. Pilot research and evaluation studies and highlight commendable academic achievements<br>10. Ensure speedy and timely disbursement of scholarships, lump sum grant and other benefits to eligible children |              |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i> |                        |  |  |              |
|------------|-----------------|---|------------------------|--|--|--------------|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
|            |                 |   |                        | 11. Ensure noon feeding to the children in consistent and regular way avoiding delay and default in providing cooking, transportation and condiments charges to the heads of the school<br>12. Supply of study materials<br>13. Timely supply of teachers handbooks, teaching aids etc. proportionate to the number of children<br>14. Provide parental sensitisation on education<br>15. Pilot and put into motion a preventive mechanism, ensuring children's right to education, where chronic ailments of parents/ foster parents, untimely death/ disaster befalling on the parents or suicide on the part of parents, prevent on the same to them. | 11. Ensure noon feeding to the children in consistent and regular way avoiding delay and default in providing cooking, transportation and condiments charges to the heads of the school<br>12. Supply of study materials<br>13. Timely supply of teachers handbooks, teaching aids etc. proportionate to the number of children<br>14. Provide parental sensitisation on education<br>15. Pilot and put into motion a preventive mechanism, ensuring children's right to education, where chronic ailments of parents/ foster parents, untimely death/ disaster befalling on the parents or suicide on the part of parents, prevent on the same to them. |              |

| <i>No</i>  | <i>Activity</i>                 | <i>Allocation of Responsibilities among Local Governments</i>   |                        |  |  |  |
|------------|---------------------------------|---|------------------------|--|--|--|
|            |                                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                      | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
|            |                                 |   |                        | <p>16. Take steps for sustaining traditional art forms, core values inherent among the children or their family or in their environment that promotes a cultural identity and continuity enriching a cultural curriculum transaction</p> <p>17. Evolve a district specific mechanism to share best practices</p> | <p>16. Take steps for sustaining traditional art forms, core values inherent among the children or their family or in their environment that promotes a cultural identity and continuity enriching a cultural curriculum transaction</p> |  |
| 10.1.5     | Placement of academic personnel | Ensure filling up of vacant posts of teachers at the beginning of the academic year. The total vacancies in the school shall not exceed 10% | --                     | Ensure filling up of vacant posts of teachers at the beginning of the academic year.   | Ensure filling up of vacant posts of teachers at the beginning of the academic year.   | --   |
| 10.1.6     | Teacher Training                | Render assistance in imparting training to teachers.  | --                     | Render assistance in imparting training to teachers.   | Render assistance in imparting training to teachers.   | 1. Ensure that proper guidelines are given for the conduct of teacher training avoiding duplicity. |

| <i>No</i>  | <i>Activity</i>    | <i>Allocation of Responsibilities among Local Governments</i>   |                        |  |  |   |
|------------|--------------------|---|------------------------|--|--|---|
|            |                    | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>         | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>  |
|            |                    |   |                        |  |  | <p>2. Ensure convergence in the matters of teachers training now organised by Sarva Siksha Abhiyan, State Council of Educational Research and Training, Director of Public Instruction and the non governmental organisations</p> <p>3. Ensure timely distribution of text books, teacher's handbooks and other training materials.</p> <p>4. Evolve a monitoring mechanism for feedback and corrective actions</p> |
| 10.1.7     | Institutional plan | Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in lower primary schools | ..                     | Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in upper primary, high schools, higher secondary schools. | Take a leading role for the formulation, implementation and periodic evaluation of institutional plans in upper primary, high schools, higher secondary schools. | Issue clear cut guidelines for the preparation of modus operandi of the institutional plans ensuring the participation of technical experts in the plan evolving process.   |

| <i>No</i>  | <i>Activity</i>                           | <i>Allocation of Responsibilities among Local Governments</i>   |   |  |  |  |
|------------|---|---|---|--|--|--|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                                | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 10.1.8     | Information and Communication Technology. | Steps to be taken for the universalisation of Information and Communication Technology in classrooms in lower primary schools                               | ..  | Steps to be taken for the universalisation of Information and Communication Technology in classrooms in upper primary, high schools, higher secondary schools.                               | Steps to be taken for the universalisation of Information and Communication Technology in classrooms in upper primary, high schools, higher secondary schools.   | Issue specific guidelines as to the Information and Communication Technology in classrooms |
| 10.1.9     | Environmental improvement.                | Put into motion in lower primary schools activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught. | ..  | Put into motion in upper primary, high schools, higher secondary schools. Activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught. | Put into motion in lower primary, upper primary, High schools, higher secondary schools activities aimed at beautification of schools with an up-thrust on generating an aesthetic sense among the taught. | Formulate conceptual framework and modus operandi in regard to school beautification       |
| 10.1.10    | Melas (Festivals Meet etc.)               | Assist in organising and holding school level Balakalolsavam in lower primary schools   | ..  | Monitor the conduct of festivals in upper primary, high schools, higher secondary schools and extending assistance needed  | Monitor the conduct of festivals in upper primary, high schools, higher secondary schools and extending assistance needed  | Issue guidelines for the conduct of fetes not later than September every year.             |
| 10.1.11    | CWSN                                      | To center the needs of CWSN (Children with Special Needs) and supply necessary equipments   | To center the needs of CWSN (Children with Special Needs) and supply necessary equipments | To center the needs of CWSN (Children with Special Needs) and supply necessary equipments  |  |  |

| No   | Activity   | Allocation of Responsibilities among Local Governments  |                 |   |  |  |
|--|--|---|-----------------|---|--|--|
|  |  | Grama Panchayat   | Block Panchayat | District Panchayat  | Municipality/Corporation   | State  |
| (1)  | (2)  | (3)   | (4)             | (5)   | (6)  | (7)  |
| <b>10.2</b>                                | <b>VOCATIONAL EDUCATION</b>  |   |                 |   |  |  |
| 10.2.1                                     | Administration of government commercial institutes and tailoring and garment making training centres | --  | --              | Control and management of tailoring and garment making institutes   | --   | Policy matters   |
| <b>10.3 ADULT AND NON FORMAL EDUCATION</b> |  |   |                 |   |  |  |
| 10.3.1                                     | Control and management of literacy centres   | <ol style="list-style-type: none"> <li>1. Control, manage and monitor the literacy centres.</li> <li>2. Provide learning materials to the neo literates</li> <li>3. Launch concerted campaign against neo literates relapsing into literacy</li> <li>4. Empower the neo literates by generating income earning avenues</li> <li>5. Empower the neo-literates to participate in movements pertaining to civil rights, gender equity, alcoholism, dourism etc.</li> </ol> | --              | <ol style="list-style-type: none"> <li>1. Pilot the literacy activities in the district</li> <li>2. Posting of literacy personnel at the centres and the districts</li> <li>3. Function as an apex body of grass root level of literacy programmes and centres</li> <li>4. Monitor the equalisation of examinations</li> <li>5. Provide avenues and incentives for post literacy higher education programmes through distance education mode</li> </ol> | <ol style="list-style-type: none"> <li>1. Control, manage and monitor the literacy centres</li> <li>2. Provide learning materials to the neo literates.</li> <li>3. Launch concerted campaign against neo literates relapsing into literacy</li> <li>4. Empower the neo literates by generating income earning avenues</li> <li>5. Empower the neo literates to participate in movements pertaining to civil rights, gender equity, alcoholism dourism etc.</li> </ol> | Function as an advisory and policy decision making body. |

| <i>No</i>  | <i>Activity</i>                            | <i>Allocation of Responsibilities among Local Governments</i>  |  |                           |   |              |
|------------|--|--|--|---------------------------|---|--------------|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                                 | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>   |
| 10.3.2     | Establishment and maintenance of libraries | 1. Establish and maintain libraries.<br>2. Upkeep of libraries.<br>3. Raise quantifiable resource for the sustenance of the libraries.<br>4. Subscribe for dailies and periodicals according to availability of funds. | Extend assistance for maintenance and functioning of libraries | --                        | 1. Plan for establishing new libraries and improving existing libraries.<br>2. Procure and supply of books, reading materials and popular literature.<br>3. Extend financial assistance to libraries wherever needed.<br>4. Set up reference libraries<br>5. School Library facilities and reading hall maintenance | --           |



### 11. SPORTS AND CULTURAL AFFAIRS

| No   | Activity  | Allocation of Responsibilities among Local Governments   |                        |  |   |  |
|------|---|--|------------------------|--|---|--|
|      |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i>   |
| (1)  | (2)   | (3)  | (4)                    | (5)  | (6)   | (7)  |
| 11.1 | <p>Encouraging the activities of arts and culture.</p> <p>(i) Protecting and reviving cultural heritage which are almost extinct</p> <p>(ii) Assisting and protecting poor and indigent artists</p> <p>(iii) Construct and maintain cultural centres, community halls, open air theatres etc.</p> | <p>1. Identify arts and culture forms which are in the brink of ruin and revive them with the active assistance of artists of respective field.</p> <p>2. Arrange for extending financial assistance to artists</p> <p>3. Assist the artists who are disadvantaged to get financial assistance by liaising with agencies responsible for art and culture</p> <p>4. Arrange for the maintenance and upkeep of the structure by providing adequate funds in the budget</p> | --                     | The rare items of arts and cultural symbols be copied in compact disc. | <p>1. Identify arts and culture forms which are in the brink of ruin and revive them with the active assistance of artists of respective field.</p> <p>2. Arrange for extending financial assistance for artists</p> <p>3. Assist the artists who are disadvantaged to get financial assistance by liaising with agencies responsible for art and culture</p> <p>4. Arrange for the maintenance and upkeep of the structure by providing adequate funds in the budget</p> | <p>1. Ensure required financial assistance</p> <p>2. Policy decision</p> |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>  |   |   |  |  |
|------------|--|--|---|---|--|--|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i>                               |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>                                 |
| 11.2       | Organise fairs, festivals and youth festivals            | Organise locally relevant and important festivals through community participation  | Organise melas and festivals with the cooperation of grama panchayats | 1. Organise district level melas and festivals.<br>2. Best performing artists may be recognised at district level | Organise locally relevant and important festivals through community participation  | Organising state level melas and festivals |
| 11.3       | Maintenance of religious harmony                         | 1. Set up permanent committees giving representation to leaders of various religions/communities.<br>2. Conduct seminars.<br>3. Observe religious harmony day.<br>4. Organise religious harmony pledge taking ceremonies | ..  | Institute award for grama panchayat with best track record of religious harmony every year                        | 1. Set up permanent committees giving representation to leaders of various religions/communities.<br>2. Conduct seminars.<br>3. Observe religious harmony day.<br>4. Organise religious harmony pledge taking ceremony | Make available required resource materials |
| 11.4       | Monuments for historically important/outstanding persons | 1. Construct monuments and maintain them.<br>2. Organise annual memorial meetings  | ..  | Publish district directory of monuments and historically important persons  | 1. Construct monuments and maintain them.<br>2. Organise annual memorial meetings  | Collection of state level data             |

| <i>No</i>  | <i>Activity</i>                     | <i>Allocation of Responsibilities among Local Governments</i>  |                        |  |  |  |
|------------|-------------------------------------|--|------------------------|--|--|--|
|            |                                     | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>                                   |
| <i>(1)</i> | <i>(2)</i>                          | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>                                     |
| 11.5       | Encourage reading habit             | 1. Establish rural libraries and reading rooms<br>2. Extend financial assistance to cultural organisations to set up libraries and for the purchase of books.<br>3. Organise book/ reading day | ..                     | 1. Institute award to outstanding libraries in the district.<br>2. Organise half yearly meetings of libraries in the district for coordination of library activities.<br>3. Oversee the functions of libraries | 1. Establish rural libraries and reading rooms.<br>2. Extend financial assistance to cultural forums to set up libraries and for the purchase of books.<br>3. Organise book/ reading day | Ensure financial assistance for the activities |
| 11.6       | Measures for protection of heritage | 1. Find archival documents, places and archaeological monuments and take steps for their protection.<br>2. Prepare history of the village/ grama panchayat                                     | ..                     | 1. Documentation of monuments of archaeological importance at district level and its publication.<br>2. Undertake awareness campaign on conservation of heritage   | 1. Find and document archival documents, places and archaeological monuments and take steps for their protection.<br>2. Prepare history of the municipality/ corporation                 | ..   |

| <i>No</i>  | <i>Activity</i>                | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |   |              |
|------------|--------------------------------|--|--|--|---|--------------|
|            |                                | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                     | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 11.7       | Promotion of sports activities | 1. Integrate sports activities ensuring support of State Sports Council and educational institutions.<br>2. Organise rural sports events.<br>3. Recognition of sports clubs/associations | Organise sports melas with the assistance of local organisations in sports field | Organise district level sports events and competitions   | 1. Integrate sports activities ensuring support of State Sports Council and educational institutions.<br>2. Organise rural sports events.<br>3. Recognition of sports clubs/ associations | --           |
| 11.8       | Play grounds                   | Establish and maintain play fields and grounds   | --   | 1. Representation of district panchayat in the activities of sports council to be ensured.<br>2. Adopt sports men at district level            | 1. Establish and maintain play fields and grounds.<br>2. Establish sports stadium   | --           |
| 11.9       | Environmental protection       | 1. Data collection pertaining to sector.<br>2. Observe rural environmental protection day.<br>3. Enforcing legal provisions  | --   | 1. Prepare and publish details of necessity of protection of environment.<br>2. Initiate action against those who cause damages to environment | 1. Data collection pertaining to sector.<br>2. Observe rural environmental protection day.<br>3. Enforcing legal provisions   | --           |
| 11.10      | Use of modern technology       | Find out talented artists and arrange for free education   | ..   | Extend financial support to eligible talented artists for their education  | Find out talented artists and arrange for free education  | --           |

## 12. Health

| No   | Activity  | Allocation of responsibilities among Local Governments   |   |  |  |  |
|------|---|--|---|--|--|--|
|      |   | Gama panchayath  | Block Panchayath  | District Panchayath  | Municipality/Corporation   | State  |
| (1)  | (2)   | (3)  | (4)   | (5)  | (6)  | (7)  |
| 12.1 | Management of hospitals, CHCs, PHCs, Dispensaries | Day to day management and monitoring of Primary Health centers, 24x7 PHCs , dispensaries and Ayush institutions  | Day to day management of monitoring of community health centers/ taluk headquarters hospitals and Ayush Institutions  | Day to day management of Dist. Hospitals under all stream  | Day to day management of taluk headquarters/Taluk hospitals and dispensaries of all streams. Primary Health centers ,Sub Centres and Community health centers of urban areas.  | Issuing necessary orders/ guidelines. Supervision and monitoring of the institutions from the state level. Conducting / directing the DMO (H)for conducting inquiries regarding complaints if any. |
| 12.2 | Administrative & Financial matters                | <p>Taking steps for formulating needed health schemes as plan projects.</p> <p>Ensuring effective utilization of the non road maintenance grant and general purpose grant for the specifically ear marked requirements of the health institutions</p> <p>Non plan B fund – preparation of the requirements through</p> | <p>Taking steps for formulating needed health schemes as plan projects.</p> <p>Ensuring effective utilization of the non road maintenance grant and general purpose grant for the specifically ear marked requirements of</p> | <p>Taking steps for formulating needed health schemes as plan projects.</p> <p>Ensuring effective utilization of the non road maintenance grant and general purpose grant for the specifically ear</p> | <p>Taking steps for formulating needed health schemes as plan projects.</p> <p>Ensuring effective utilization of the non road maintenance grant and general purpose grant for the specifically ear marked requirements of the health institutions</p> <p>Non plan B fund – preparation of the requirements through</p> | <p>Issuing orders /circulars on administrative matters.</p> <p>Filling the state level appointments.</p> <p>Taking steps for post creation/ up gradation of institutions at govt. level.</p>       |

|      |   |  |   |  |  |  |
|------|---|--|---|--|--|--|
|      |   | concerned health institutions and making available the B fund in time for the other specific requirements of concerned institutions. | the health institutions<br><br>Non plan B fund – preparation of the requirements through concerned health institutions and making available the B fund in time for specific requirements of concerned institutions. | marked requirements of the health institutions<br><br>Non plan B fund – preparation of the requirements through concerned health institutions and making available the B fund in time for specific requirements of concerned institutions. | concerned health institutions and making available the B fund in time for specific requirements of concerned institutions. |  |
| 12.3 | Sanctioning of Leave<br>1.Casual Leave and other leave where alternate arrangements are not needed<br>2. Long leave where alternate arrangements are needed.<br><br>3.Transfer of employees | To be intimated to the President in the case of head of institution  | To be intimated to the President in the case of head of institution   | To be intimated to the President in the case of head of institution  | To be intimated to the chairperson/ mayor in the case of head of institution   | Approval by DMO (H) and making alternate arrangement if needed.<br><br>To be sanctioned by the District Medical Officer ( respective stream) and other higher authorities.<br><br>To be done by appropriate authorities. |
| 12.4 | Procurement of  | Additional purchase of   | Additional  | Additional   | Additional purchase of   | Collect the annual   |

|      |   |  |   |   |  |   |
|------|---|--|---|---|--|---|
|      | equipments and drugs                      | drugs/ equipments on the basis of approved list and rates.   | purchase of drugs/ equipments on the basis of approved list and rates.                          | purchase of drugs/ equipments on the basis of approved list and rates   | drugs/ equipments on the basis of approved list and rates  | requirements of ( intents of ) drugs/equipments from peripheral health institutions through the concerned DMO (H) verify and forward to KMSCL/ make arrangement for state level purchase ( in case of equipments ) for the purchase and issue at the intuitional level. |
| 12.5 | Human resources management                | <p>Training for ASHA , Anganwadi workers and health volunteers, as per the departmental guidelines/ priorities.</p> <p>Trainings as per the special health needs of the Panchayath/ as per the LSGI projects</p> | Trainings of the field staff and para-medical staff as per the guidelines from the state level. | District level trainings of doctors. paramedical staff , field staff ,and supervisors as per the guidelines from the state level/ special needs of the district | Urban area level trainings of doctors and filed staff, ASHA, Anganwadi workers etc. as per the guidelines of the department. | <p>1.State level induction and in-service trainings</p> <p>2.Technical assistance for district level training</p> <p>3. Conduction of T-O-T state level.</p> <p>4. Preparation of training modules. Skill lab based trainings.</p> <p>5. Provision of faculties</p>     |
| 12.6 | Construction and maintenance of buildings | <p>1. Acquisition of land addl. acquisition of land if needed.</p> <p>2. Construction of buildings for health centers</p>  | <p>. Acquisition of land addl. acquisition of land if needed.</p> <p>2. Construction of</p>     | <p>1. Acquisition of land addl. acquisition of land if needed.</p> <p>2. Construction</p>   | <p>1. Acquisition of land addl. acquisition of land if needed.</p> <p>2. Construction of buildings for health</p>            | <p>1. General guidelines including the development and issue of type design.(IPHS /KASH standards )</p>   |

|      |  |  |   |  |  |   |
|------|--|--|---|--|--|---|
|      |  | and dispensaries.<br>3. Maintenance and repair of existing building.<br><br>All constructions after getting govt. sanction   | buildings for health centers and dispensaries.<br>3. Maintenance and repair of existing building.<br><br>All constructions after getting govt. sanction | of buildings for health centers and dispensaries.<br>3. Maintenance and repair of existing building.<br><br>All constructions after getting govt. sanction | centers and dispensaries.<br>3. Maintenance and repair of existing building.<br><br>All constructions after getting govt. sanction   | 2. Technical assessment of the work.<br>3. Developing/ updating Kerala Accreditation standards for hospitals & health care institutions.<br><br>4. Providing fund if available in Plan scheme and, through other schemes like ACA,FC award, asset maintenance grant.  |
| 12.7 | Sub Centers<br>1. Aquisition of land.<br><br>2. Construction and maintenance of sub centers.<br><br>3 Rent of Sub centre.<br><br>4.Purchase of essential equipments and consumables for sub centres. | Identification of suitable land for the construction of the Sub Centre.<br>Construction and maintenance of sub centre.<br><br>Providing rent from the Gram panchyaht fund. |   |  | For Urban sub centres & maternal and child health Centres<br><br>Identification of land for the construction of the Sub Centre.<br>Construction and maintenance of sub centre.<br><br>Providing rent from the Gram panchyaht fund. | If state level fund or NRHM fund is available for the construction, maintenance and other activities of the sub centers rational allocation of the same with guideline.<br><br>Preparation and provision of type design for sub centers.<br>Redefining the job responsibilities as per the changing epidemiological |

|      |   |   |  |   |   |  |
|------|---|---|--|---|---|--|
|      |   |   |  |   |   | requirements of the state.<br>District specific /area specific need based Training for special Skills eg : sickle cell anemia, enosulphan,Counselling /disease screening   |
| 12.8 | Outpatient services of the institutions | Ensuring required facilities in the OP wing of PHCs including registration seating facility, token system, toilet facilities, drinking water facility, citizen charter, health education through CD player /VCD, providing IEC materials patient feedback collection mechanism etc. | Ensuring required facilities in the OP wing of CHCs including registration seating facility, token system, toilet facilities, drinking water facility, citizen charter, health education through CD player /VCD, providing IEC materials patient feedback collection mechanism etc.. | Ensuring required facilities in the OP wing of Hospitals including registration seating facility, token system, toilet facilities, drinking water facility, citizen charter, health education through CD player /VCD, providing IEC materials patient feedback collection mechanism etc.. | Ensuring required facilities in the OP wing of Hospitals ,PHCs and clinics and s including seating facility, token system, toilet facilities, drinking water facility, citizen charter, health education through CD player /VCD, providing IEC materials patient feedback collection mechanism. | 1.Providing standards on facilities (Kerala Accreditation standards ) and periodic updates of the same.<br>2.Providing guidelines on treatment , case management, maintenance of health information system, infection control, etc.<br><br>3. Computer based data management and networking /Retrieval ( E health project )etc |
| 12.9 | In patient services                     | 1. Minimum observation beds are expected at PHC   | 1Ensuring general cleanliness of the   | 1. Ensuring general   | 1. Ensuring general cleanliness of the wards.   | Preparing and issuing standards of care ,  |

|       |                                       |  |  |   |  |  |
|-------|---------------------------------------|--|--|---|--|--|
|       |                                       | <p>level.<br/>However PHCs with Inpatient facilities and 24x7 PHCs should make an effort for effective utilization of the same.</p> <p>2.Ensuring general cleanliness of the wards.<br/>Ensuring clean bed ,bed cover, pillow cover, clean toilets with running water facility, hot water for drinking and for bating.</p>                                     | <p>wards.</p> <p>2. Ensuring clean bed, bed cover, pillow, pillow cover, , clean toilets with running water facility, hot water for drinking and for bathing.</p> <p>3.Providing facilities for bystanders</p>   | <p>cleanliness of the wards.</p> <p>2. Ensuring clean bed, bed cover, pillow, pillow cover, , clean toilets with running water facility, hot water for drinking and for bathing.</p> <p>3.Providing facilities for bystanders .</p>   | <p>2. Ensuring clean bed, bed cover, pillow, pillow cover, , clean toilets with running water facility, hot water for drinking and for bathing. 3.Providing facilities for bystanders</p>  | <p>treatment protocols, management protocol, infection control guideline, internal audit mechanisms.</p>   |
| 12.10 | Laboratory and investigation services | <p>1. Ensure proper functioning of the existing laboratories.</p> <p>2. Set up laboratory facilities wherever required.</p> <p>3. Make available basic equipments and other prerequisites for the laboratories.</p> <p>4. Contractual appointment of staff, if needed through LSGI project.</p> <p>5.Time to time repair of equipments /Stock of chemicals</p> | <p>1. Ensure proper functioning of the existing laboratories.</p> <p>2. Set up mandatory : laboratory facilities wherever required.</p> <p>3. Make available specialist /basic equipments and other prerequisites for the laboratories.</p> <p>4. Contractual appointment of staff, if needed through LSGI</p> | <p>1. Ensure proper functioning of the existing laboratories.</p> <p>2. Set up mandatory laboratory facilities wherever required.</p> <p>3. Make available specialist /basic equipments and other prerequisites for the laboratories.</p> <p>4Contractual appointment of staff ,if needed</p> | <p>1. Ensure proper functioning of the existing laboratories.</p> <p>2. Set up mandatory laboratory facilities wherever required.</p> <p>3. Make available basic equipments and other prerequisites for the laboratories.</p> <p>4. Contractual appointment of staff, if needed through LSGI project.</p> <p>5.Time to time repair of equipments /Stock of chemicals</p> | <p>1. Providing standard guideline on laboratory investigations at different levels of institutions.</p> <p>2. Developing quality Assurance mechanism, like KASH, QCI, NABH, NABL.</p> <p>3. Developing training modules and providing state level training for lab staff.</p> |

|       |  |  |   |   |   |   |
|-------|--|--|---|---|---|---|
|       |  |  | project.<br>5.Time to time repair of equipments /Stock of chemicals   | through LSGI project.<br><br>5.Time to time repair of equipments /Stock of chemicals  |   |   |
| 12.11 | Emergency care services/causality services | <p>Making necessary arrangements for emergency care as per the available doctors and other facilities.</p> <p>Making arrangements for referrals transport to higher centers</p> <p>Providing First aid / disaster management trainings to volunteers /NGOs</p> | <p>Making necessary arrangements for emergency care as per the available number doctors and facilities.</p> <p>Making arrangements for referrals transport to higher centers</p> <p>Providing First aid / disaster management trainings to volunteers /NGOs</p> | <p>Ensuring functioning of 14 hr causality services , either through dedicated causality medical officers or through turn duty system based on available number of doctors ( as per departmental guideline)</p> <p>Developing Emergency medicine unit /Trauma care unit</p> | <p>Ensuring functioning of 24 hr causality services , either through casualty medical officers or through turn duty system based on available number of doctors ( as per departmental guideline)</p> <p>Providing First aid / disaster management trainings to volunteers /NGOs</p> | <p>Taking steps for creation of posts of doctors for the full time causality services. Posting of doctors for emergency care services. Brining out treatment protocol , referral protocol and management guidelines for emergency department. State level training for emergency care</p> <p>Developing a trauma care networking linking major hospitals.</p> |
| 12.12 | Epidemic preparedness                      | 1.Preparation of the Panchayaht level epidemic preparedness plan involving related departments like water  | 1.Planning for the block level epidemic preparedness.   | Preparation for district level epidemic preparedness . Ensuring inter-  | Urban area planning for epidemic preparedness. Ensuring inter-sectoral coordination and convergence in urban  | <p>Issuing broad guideline for the LSGI level epidemic preparedness.</p> <p>Convening state level</p>   |

|       |                                 |  |  |   |  |  |
|-------|---------------------------------|--|--|---|--|--|
|       |                                 | <p>resources, animal husbandry, agriculture, education, Social justice etc.</p> <p>2. Strengthening and systematic functioning of ward level health and sanitation committee.</p> <p>3. Taking steps for formation of health volunteer teams if required.</p> <p>4. Taking appropriate legal action as per PH act and Panchaythi raj act.</p> <p>5. Formation of Panchayth level Rapid Response Team (RRT) &amp; Disaster management plan &amp; team</p> | <p>2. Ensuring inter-sectoral coordination and convergence in epidemic preparedness.</p> <p>Taking appropriate legal action as per PH act and Panchaythi raj act</p> <p>Formation of Block Rapid Response Team (RRT) &amp; Disaster management plan &amp; team</p> | <p>sectoral coordination and convergence at district level.</p> <p>In coordination with district collector district level intersectoral committee.</p> <p>Taking appropriate legal action as per PH act and Panchaythi raj act.</p> <p>Formation of District Rapid Response Team (RRT) &amp; Disaster management plan &amp; team.</p> | <p>areas.</p> <p>Constituting the intersectoral committee at the urban areas level</p> <p>Ensuring effective functioning of ward level health and sanitation committees in Urban areas.</p> <p>Taking appropriate legal action as per PH act and Municipality Act.</p> | <p>inter-sectoral coordination meeting involving concerned department heads / secretaries/ ministers.</p> <p>Taking steps for the strengthening the legal measures through PH act and Panchayath raj / Municipal acts through new enactments, framing rules etc.</p> <p>Formation of District level rapid response teams (RRTs) and disaster management Plans &amp; teams.</p> |
| 12.13 | Health promotion and prevention | <p>Coordinating better performance of social determinants of health like provision of safe drinking water, sanitation facilities, developing decentralized system for solid waste management, source reduction for vector control</p>  | <p>Coordinating better performance of social determinants of health like provision of safe drinking water, sanitation facilities,</p>  | <p>Coordinating better performance of social determinants of health like provision of safe drinking water, sanitation</p>   | <p>Coordinating better performance of social determinants of health like provision of safe drinking water, sanitation facilities, developing decentralized system for solid waste management, source reduction for</p>   | <p>Providing specific guidelines on health promotion and prevention from the state level, updating of the same.</p> <p>Ensuring inter-sectoral action for health</p>   |

|       |                  |   |   |   |  |   |
|-------|------------------|---|---|---|--|---|
|       |                  | etc.<br>For health promotion of Non communicable diseases developing facilities for exercise , outdoor games, developing healthy diet practices, anti tobacco activities etc.   | developing decentralized system for solid waste management, source reduction for vector control etc.<br>For health promotion of Non Communicable Diseases developing facilities for exercise , outdoor games, developing healthy diet practices, anti tobacco activities etc. | facilities, developing decentralized system for solid waste management, source reduction for vector control etc.<br>For health promotion of Non communicable diseases developing facilities for exercise , outdoor games, developing healthy diet practices, anti tobacco activities etc. | vector control etc.<br>For health promotion of Non communicable diseases developing facilities for exercise , outdoor games, developing healthy diet practices, anti tobacco activities etc. | promotion at the state level.<br><br>Development of IEC materials   |
| 12.14 | Epidemic control | Taking appropriate and timely actions for epidemic control.<br>-coordinating various department /agencies.<br>-Vector control, source reduction.<br>- Health education and community mobilization for control measures. | Taking appropriate and timely actions for epidemic control.<br>-coordinating various department /agencies.<br>-Vector control, source reduction.  | Taking appropriate and timely actions for epidemic control.<br>-coordinating various department /agencies.<br>-Vector control, source reduction.  | Taking appropriate and timely actions for epidemic control.<br>-coordinating various department /agencies.<br>- Health education and community mobilization for control measures.            | Providing technical input for epidemic control<br>Outbreak investigation for identifying the causes of epidemics.<br><br>Providing materials for vector control and other control measures. |

|       |  |   |  |   |  |  |
|-------|--|---|--|---|--|--|
|       |  | <ul style="list-style-type: none"> <li>- Providing mobility support for health staff.</li> <li>-Additional purchase of materials and supplies.</li> <li>-Additional contractual appointment of staff if required.</li> <li>- Outbreak investigation /consultation of experts</li> </ul> | <ul style="list-style-type: none"> <li>- Health education and community mobilization for control measures.</li> <li>- Providing mobility support for health staff.</li> <li>-Additional purchase of materials and supplies.</li> <li>-Additional contractual appointment of staff if required.</li> <li>-Outbreak Investigation - Consultation of experts</li> </ul> | <ul style="list-style-type: none"> <li>- Health education and community mobilization for control measures.</li> <li>- Providing mobility support for health staff.</li> <li>-Additional purchase of materials and supplies.</li> <li>-Additional contractual appointment of staff if required.</li> <li>-District level outbreak - investigation - Consultation of experts</li> </ul> | <ul style="list-style-type: none"> <li>- Providing mobility support for health staff.</li> <li>-Additional purchase of materials and supplies.</li> <li>-Additional contractual appointment of staff if required.</li> </ul> | <ul style="list-style-type: none"> <li>- State level outbreak investigation if needed.</li> </ul>  |
| 12.15 | <p>National health programmes and state health programmes</p> <ul style="list-style-type: none"> <li>➤ Pain &amp; Palliative care Programme.</li> <li>➤ NCD programme</li> </ul> | <p>Additional support and filling the critical gaps for the effective implementation of the national and state health programmes. Ensuring inter-sectoral coordination in implementation of field programmes</p>  | <p>Additional support and filling the critical gaps for the effective implementation of the national and state health programmes. Ensuring inter-</p>  | <p>Additional support and filling the critical gaps for the effective implementation of the national and state health programmes.</p>   | <p>Additional support and filling the critical gaps for the effective implementation of the national and state health programmes. Ensuring inter-sectoral coordination in implementation of field</p>                        | <p>Issuing specific guidelines on the national and state health programmes specifying the role of LSGIs in its implementation. Supervision and monitoring of the implementation of</p> |

|       |   |  |   |   |  |   |
|-------|---|--|---|---|--|---|
|       | <p>➤ Community / District mental health programme. Etc.</p>   | <p>- Creating new operational models of public health projects of LSGIs.</p>   | <p>sectoral coordination in implementation of field programmes</p> <p>Creating new operational models of public health projects of LSGIs</p>  | <p>Ensuring inter-sectoral coordination in implementation of field programmes</p> <p>Creating new operational models of public health projects of LSGIs</p>   | <p>programmes</p> <p>Creating new operational models of public health projects of LSGIs.</p>   | <p>programmes.</p> <p>Departmental /independent evaluation of programmes</p>  |
| 12.16 | <p>Family welfare and Child health</p> <p>1.Promtional activities</p> <p>2Implementation.</p> <p>3.Follow up</p> <p>4.School Health programme</p> | <p>Promotional activities of mother's health, child health and family welfare including the promotin of male involvement in FP and parenthood.</p> <p>Filling the critical gaps if any and supportive role.</p> <p>Periodic review of the progress.</p> <p>Coordinating the activities with other departments like ICDS.</p> <p>Support for providing school health service.</p> | <p>Promotional activities of mother's health, child health and family welfare including the promotion of male involvement in FP and parenthood.</p> <p>Filling the critical gaps if any and supportive role.</p> <p>Periodic review of the progress.</p> <p>Coordinating the activities with other departments like ICDS.</p> | <p>Promotional activities of mother's health, child health and family welfare including the promotin of male involvement in FP and parenthood.</p> <p>Filling the critical gaps if any and supportive role.</p> <p>Periodic review of the progress.</p> <p>Coordinating the activities with</p> | <p>Promotional activities of mother's health, child health and family welfare including the promotin of male involvement in FP and parenthood in urban areas.</p> <p>Filling the critical gaps if any and supportive role.</p> <p>Periodic review of the progress.</p> <p>Coordinating the activities with other departments like ICDS.</p> <p>Support for providing school health service</p> | <p>Providing national and state level guideline on programme.</p> <p>Providing state level Training of Trainers.</p> <p>Supervision and monitoring of the programme from state level.</p> |

|       |                                   |  |   |   |   |  |
|-------|-----------------------------------|--|---|---|---|--|
|       |                                   |  | Support for providing school health service   | other departments like ICDS. Support for providing school health service  |   |  |
| 12.17 | Solid and Liquid waste management | Arrangements for systematic management of solid and liquid waste as part of the overall solid/liquid waste management of the Panchayath. According to the geo-climatic conditions  | Arrangements for systematic management of solid and liquid waste management as part of the overall solid/liquid waste management of the block Panchayath According to the geo-climatic conditions | Arrangements for systematic management of solid and liquid waste management as part of the overall solid/liquid waste management of the dsit. Panchayath According to the geo-climatic conditions | Arrangements for systematic management of solid and liquid waste management as part of the overall solid/liquid waste management of the Municipality/ municipal corporation. According to the geo-climatic conditions | Monitoring and supervision of the solid and liquid waste management system of the hospitals and health care institutions.<br><br>Providing fund for the Effluent Treatment Plants (ETPSs) if fund is available through some state / central scheme.<br>Issuing guidelines in coordinating with related agencies like Suchitha mission. |
| 12.18 | Bio Medical Waste management      | Developing and maintaining deep pit/ burning systems or making agreement for waste management as part of the common bio medical waste management at district /state level- according to the bio medical waste management rule. | Developing and maintaining deep pit/ burning systems or making agreement for waste management as part of the common bio medical waste   | Making agreement for waste management as part of the common bio medical waste management at state level- according to the   | Developing and maintaining deep pit/ burning systems or making agreement for waste management as part of the common bio medical waste management at district /state level- according to the bio medical waste         | Supervision and monitoring of the bio medical waste management system.<br><br>Issuing necessary order, guideline etc. for making agreement /MoU with the common bio medical waste  |

|       |   |  |  |  |  |   |
|-------|---|--|--|--|--|---|
|       |   |  | management at district /state level- according to the bio medical waste management rule.   | bio medical waste management rule.   | management rule.   | management agency.  |
| 12.19 | National rural health Mission activities  | Constitution of the ward level Health and sanitation committees and systematic functioning of the same. Conduction of health and family welfare programmes as per NRHM guidelines issued from state level. | Conduction of health and family welfare programmes as per NRHM guidelines issued from state level  | Conduction of health and family welfare programmes as per NRHM guidelines issued from state level  | Constitution of the ward level Health and sanitation committees and systematic functioning of the same.<br><br>Conduction of health and family welfare programmes as per NRHM guidelines issued from state level | Issuing guidelines and orders from the state level / NRHM.<br><br>Supervision and monitoring of the activities from the state level.  |
| 12.20 | Reporting and periodic/monthly monitoring | President and health standing committee to convene monthly meeting/ attend monthly PHC level meeting and review /monitor the general functioning.<br><br>Monthly report submitted to LSG                   | President and health standing committee to convene monthly meeting/ attend monthly CHC level meeting and monitor the general functioning | Dist .panchayth president and health standing committee to convene monthly meeting/ attend monthly l meeting and monitor the general functioning | Chairman/ Mayor and health standing committee to convene monthly meeting/ attend monthly meeting an monitor the general functioning  | Issuing general guidelines on monthly meetings and reports to be submitted.<br><br>Issuing direction on specific agenda to be included in the meeting of the month.<br><br>Coordinating and monitoring the monthly meetings and monthly reports from the state level. |



## 13. SANITATION

| No   | Activity   | Allocation of Responsibilities among Local Governments  |  |   |   |  |
|------|--|---|--|---|---|--|
|      |  | Grama Panchayat   | Block Panchayat  | District Panchayat  | Municipality/Corporation  | State  |
| (1)  | (2)  | (3)   | (4)  | (5)   | (6)   | (7)  |
| 13.1 | Household latrine  | <ol style="list-style-type: none"> <li>1. Need assessment and data generation</li> <li>2. Project formulation</li> <li>3. Funding</li> <li>4. Beneficiary selection</li> <li>5. Implementation</li> <li>6. Monitoring</li> <li>7. Information, Education, Communication and campaign implementation</li> <li>8. Capacity building</li> <li>9. Social audit through grama sabha</li> <li>10. Research and development need assessment</li> </ol> | <ol style="list-style-type: none"> <li>1. Consolidation of projects of grama panchayats</li> <li>2. Funding</li> <li>3. Providing technical support/ resource support for capacity building</li> <li>4. Sanitary mart</li> </ol> | ..  | <ol style="list-style-type: none"> <li>1. Need assessment and data generation</li> <li>2. Project formulation</li> <li>3. Funding</li> <li>4. Beneficiary selection</li> <li>5. Implementation</li> <li>6. Monitoring</li> <li>7. Information, Education, Communication and campaign implementation</li> <li>8. Capacity building</li> <li>9. Social audit through ward sabha/committee</li> <li>10. Sanitary mart</li> <li>11. Research and development need assessment</li> </ol> | <ol style="list-style-type: none"> <li>1. Consolidation of projects for central funds</li> <li>2. Review, monitoring and evaluation</li> <li>3. Field level monitoring through district mission</li> <li>4. Funding (routing of Government of India finds / external funds)</li> <li>5. Information, Education, Communication material development based on local needs</li> <li>6. Implementation of state level Information, Education, Communication, electronic media press etc.</li> <li>7. Technical /resource support for capacity building and coordination.</li> <li>8. Research and development</li> </ol> |
| 13.2 | Hygiene promotion and popularising good practices (including personal hygiene) | Information, Education, Communication and campaign implementation   | --   | <ol style="list-style-type: none"> <li>1. Conceiving of project</li> <li>2. Need assessment</li> <li>3. Project formulation</li> <li>4. Funding</li> <li>5. Information, Education, Communication, monitoring and evaluation</li> </ol> | <ol style="list-style-type: none"> <li>1. Conceiving of project</li> <li>2. Need assessment</li> <li>3. Project formulation</li> <li>4. Funding</li> <li>5. Information, Education, monitoring and evaluation</li> </ol>  | <ol style="list-style-type: none"> <li>1. Kerala Total Sanitation and Health Mission</li> <li>2. Information, Education, Communication materials</li> <li>3. Monitoring and evaluation</li> <li>4. Research and development</li> </ol>   |

| No   | Activity            | Allocation of Responsibilities among Local Governments  |  |   |   |  |
|------|---------------------|---|--|---|---|--|
|      |                     | Grama Panchayat   | Block Panchayat  | District Panchayat  | Municipality/Corporation  | State  |
| (1)  | (2)                 | (3)   | (4)  | (5)   | (6)   | (7)  |
| 13.3 | Hospital sanitation | <ol style="list-style-type: none"> <li>1. Primary health centre, sub centre sanitation of interiors of CHCs</li> <li>2. Sanitation of compound of primary health centre and sub centres</li> <li>3. Septic tank cleaning of primary health centre and sub centres</li> <li>4. Provision for adequate latrines in primary health centre and sub centres</li> <li>5. Biomedical waste management of primary health centre and sub centres</li> <li>6. General waste disposal of primary health centres and sub centre</li> <li>7. General waste removal from hospitals under block panchayat, district panchayat and state if located in grama panchayat</li> </ol> | <ol style="list-style-type: none"> <li>1. Sanitation of interiors of community health centres, block level primary health centre, taluk hospitals, government hospitals, ayurvedic and homoeo taluk hospitals</li> <li>2. Sanitation of compound of community health centres, block level primary health centres, taluk hospitals, government hospitals, ayurvedic and homoeo taluk hospitals</li> <li>3. Septic tank cleaning of community health centres, block level primary health centres, taluk hospitals, government hospitals, ayurvedic and homoeo Taluk Hospitals</li> <li>4. Provision for latrines in community health centres, block level primary health centres, taluk hospitals, government hospitals, ayurvedic and homoeo taluk hospitals</li> </ol> | <ol style="list-style-type: none"> <li>1. Sanitation of interiors of district hospitals including ayurvedic and homoeo hospitals</li> <li>2. Sanitation of compound of district hospitals including ayurvedic and homoeo hospitals</li> <li>3. Septic tank cleaning of district hospitals including ayurvedic and homoeo hospitals</li> <li>4. Provision for latrines in of district hospitals including ayurvedic and homoeo hospitals</li> <li>5. Biomedical waste management of district hospitals including ayurvedic and homoeo hospitals</li> </ol> | <ol style="list-style-type: none"> <li>1. Sanitation of interiors of community health centres, primary health centres, government hospitals, ayurvedic/ homoeo hospitals</li> <li>2. Sanitation of compound of community health centres, primary health centres, government hospitals, ayurvedic/ homoeo hospitals</li> <li>3. Septic tank cleaning of community health centres, primary health centres, government hospitals, ayurvedic/ homoeo hospitals</li> <li>4. Provision for latrines in community health centres, primary health centres, government hospitals, ayurvedic/ homoeo hospitals</li> <li>5. Bio medical management of community health centres, primary health centres, government hospitals, ayurvedic/ homoeo hospitals</li> <li>6. General waste removal from all hospitals located in the municipality/ corporation</li> </ol> | <ol style="list-style-type: none"> <li>1. Sanitation of interiors of Ernakulam, Thiruvananthapuram, Kozhikode General Hospitals and Government Medical Colleges</li> <li>2. Sanitation of compound of Ernakulam, Thiruvananthapuram, Kozhikode General Hospitals and Government Medical Colleges</li> <li>3. Septic tank cleaning of Ernakulam, Thiruvananthapuram, Kozhikode General Hospitals and Government Medical Colleges</li> <li>4. Provision for latrines in Ernakulam, Thiruvananthapuram, Kozhikode General Hospitals and Government Medical Colleges</li> <li>5. Bio medical waste management of Ernakulam,</li> </ol> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i> |   |                           |                                 |  |
|------------|-----------------|---|---|---------------------------|---------------------------------|--|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i> | <i>Municipality/Corporation</i> | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>                | <i>(6)</i>                      | <i>(7)</i>   |
|            |                 |   | 5. Biomedical waste management of community health centres, block level primary health centres, taluk hospitals, government hospitals, ayurvedic and homoeo taluk hospitals |                           |                                 | Thiruvananthapuram, Kozhikode General Hospitals and Government Medical Colleges<br>6. Framing rules and regulations related to sanitation of government hospitals<br>7. Hospital development committee's role is to be defined.<br><br>8. Hospital development committees of hospitals under local governments to be abolished |

| No   | Activity                              | Allocation of Responsibilities among Local Governments   |                 |   |   |   |
|------|---------------------------------------|--|-----------------|---|---|---|
|      |                                       | Grama Panchayat  | Block Panchayat | District Panchayat  | Municipality/Corporation  | State   |
| (1)  | (2)                                   | (3)  | (4)             | (5)   | (6)   | (7)   |
| 13.4 | School sanitation<br>Suchitwa Mission | <ol style="list-style-type: none"> <li>1. Sanitation of interior and compound of government lower primary schools</li> <li>2. establishment and maintenance of latrines/urinals in government lower primary schools for girls and boys</li> <li>3. hygiene promotion in government lower primary schools</li> <li>4. Waste management in government lower primary schools</li> <li>5. formation of school health clubs and health education in government lower primary schools</li> <li>6. Removal of waste from all schools located in the grama panchayat if necessary (if no other better alternatives are present)</li> </ol> | --              | <ol style="list-style-type: none"> <li>1. sanitation of interiors and compound of government upper primary schools and high schools including higher secondary schools and vocational higher secondary schools</li> <li>2. establishment and maintenance of latrines/ urinals in government upper primary schools and high schools including higher secondary schools and vocational higher secondary schools for girls/boys</li> </ol> | <ol style="list-style-type: none"> <li>1. sanitation of interiors and compound of government lower primary schools, upper primary schools, high schools, higher secondary schools and vocational higher secondary schools in municipality/ corporation</li> <li>2. establishment and maintenance of latrines/urinals in government lower primary schools, upper primary schools, high schools, higher secondary schools and vocational higher secondary schools for girls/boys</li> </ol> | <ol style="list-style-type: none"> <li>1. Monitoring of sanitation</li> <li>2. Development of Information Education and Communication materials</li> <li>3. Evaluation</li> <li>4. Incentives to clean schools</li> </ol> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i> |                        |  |  |              |
|------------|-----------------|---|------------------------|--|--|--------------|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
|            |                 |   |                        | <p>3. Hygiene promotion in government upper primary schools and high schools including higher secondary schools and vocational higher secondary schools</p> <p>4. Waste management of government upper primary schools and high schools including higher secondary schools and vocational higher secondary schools</p> <p>5. Formation of school health clubs and health education in government upper primary schools, high schools, higher secondary schools and vocational higher secondary schools</p> | <p>3. Hygiene promotion in government lower primary schools, upper primary schools, high schools, higher secondary schools and vocational higher secondary schools</p> <p>4. Waste management of government lower primary schools, upper primary schools, high schools, higher secondary schools and vocational higher secondary schools</p> <p>5. Formation of school health clubs and health education in government lower primary schools, upper primary schools, high schools, higher secondary schools and vocational higher secondary schools</p> <p>6. Removal of waste from all schools located in the municipality/ corporation if necessary (if no other better alternative is possible)</p> |              |

| <i>No</i>  | <i>Activity</i>                                  | <i>Allocation of Responsibilities among Local Governments</i>  |                        |                           |   |   |
|------------|--|--|------------------------|---------------------------|---|---|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                                       | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>  |
| 13.5       | Hotel sanitation (hotel and other eating places) | 1. Monitoring of food hygiene<br>2. Collection of hotel waste and its management<br>3. Hygiene promotion to hotel employees<br>4. Ensure health card for employees<br>5. Inspection and certification of sanitation fitness<br>6. Grading of hotels. | --                     | --                        | 1. Monitoring food hygiene<br>2. Collection of hotel waste and its management<br>3. Hygiene promotion to hotel employees<br>4. Ensure health card for employees<br>5. inspection and certification of sanitation fitness<br>6. Grading of hotels. | 1. Monitoring of food hygiene<br>2. Development of materials for Information, Education and Communication<br>3. Evolving of norms for grading |
| 13.6       | Industrial sanitation and hygiene                | 1. Inspection and ensuring sanitary conditions<br>2. Entertain complaints about pollution/ sanitation and take necessary steps   | --                     | --                        | 1. Inspection and ensuring sanitary conditions<br>2. Entertain complaints about pollution/sanitation and take necessary steps   | 1. Provide information to local governments in pollution norms<br>2. Development of standards   |

| <i>No</i>  | <i>Activity</i>               | <i>Allocation of Responsibilities among Local Governments</i>   |                        |                           |  |  |
|------------|-------------------------------|---|------------------------|---------------------------|--|--|
|            |                               | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i>                                       |
| <i>(1)</i> | <i>(2)</i>                    | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>   |
| 13.7       | Markets<br>(Suchitwa Mission) | 1. Ensure drainage of waste water<br>2. Appropriate steps for solid waste collection and its timely removal<br>3. Establishing biogas plant for fish, fruit and meat waste and its operation and maintenance<br>4. Inspection and certification of sanitary condition of private and public markets<br>5. Daily cleaning<br>6. Comfort facilities construction, operation and maintenance - separate for males and females.<br>7. Hoardings on sanitation | --                     | --                        | 1. Ensure drainage of waste water<br>2. Appropriate steps for solid waste collection and its timely removal<br>3. Establishing biogas plant for fish, fruit and meat waste and its operation and maintenance<br>4. Inspection and certification of sanitary condition of private and public markets<br>5. Daily cleaning<br>6. Comfort facilities construction, operation and maintenance -separate for males/ females<br>7. Hoardings on sanitation | Fixing of standards for different types of markets |

| No    | Activity  | Allocation of Responsibilities among Local Governments   |  |                    |   |   |
|-------|---|--|--|--------------------|---|---|
|       |   | Grama Panchayat  | Block Panchayat  | District Panchayat | Municipality/Corporation  | State   |
| (1)   | (2)   | (3)  | (4)  | (5)                | (6)   | (7)   |
| 13.8  | Slaughter house   | <ol style="list-style-type: none"> <li>1. Licensing of slaughter house, ensuring sanitary conditions</li> <li>2. Inspection and certification</li> </ol>   | <ol style="list-style-type: none"> <li>1. Installation of slaughter house as per norms of Government of India</li> <li>2. Biogas plant for slaughter waste and its operation and maintenance</li> <li>3. Operation and maintenance of slaughter house</li> </ol> | --                 | <ol style="list-style-type: none"> <li>1. Installation of slaughter house as per norms of Government of India</li> <li>2. Biogas plant for slaughter house and its operation and maintenance</li> <li>3. Operation and maintenance of slaughter house</li> <li>4. Licensing of slaughter house, ensuring sanitary condition</li> <li>5. Periodic inspection and certification</li> <li>6. Posting of veterinary surgeons to slaughter houses from among transferred veterinary surgeon</li> </ol> | <ol style="list-style-type: none"> <li>1. Monitoring compliance of Government of India norms</li> </ol> |
| 13.9  | Burial ground   | <ol style="list-style-type: none"> <li>1. Establishment of burial ground at suitable site</li> <li>2. issuing license</li> <li>3. ensuring sanitary cremation of dead bodies</li> </ol>  | --   | --                 | <ol style="list-style-type: none"> <li>1. Establishment of burial ground at suitable sites</li> <li>2. issuing license</li> <li>3. ensuring sanitary cremation of dead bodies</li> </ol>  | Frame norms for burial and establishment of burial grounds  |
| 13.10 | Public places sanitation (bus stands, railway stations, maidans etc.) | <ol style="list-style-type: none"> <li>1. Providing comfort facilities for men and women separately</li> <li>2. Operation and maintenance of public comfort facilities</li> <li>3. Out sourcing of operation and maintenance of public comfort facilities</li> <li>4. Declare and maintain public places as litter free</li> </ol> | --   | --                 | <ol style="list-style-type: none"> <li>1. Providing comfort facilities for men and women separately</li> <li>2. Operation and maintenance of public comfort facilities</li> <li>3. Out sourcing of operation and maintenance of public comfort facilities</li> <li>4. Declare and maintain public places as litter free</li> <li>5. User charges/ permit fee</li> </ol>   | --  |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |                        |                           |  |   |
|------------|---|--|------------------------|---------------------------|--|---|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>  |
|            |   | 5. User charges/ permit fee  |                        |                           |  |   |
| 13.11      | Farm sanitation   | 1. Ensure land quality through organic farming<br>2. Prevent undesirable use of harmful and hazardous chemicals in farms   | --                     | --                        | 1. Ensure land quality through organic farming<br>2. Prevent undesirable use of harmful and hazardous chemicals in farms   | Incorporate appropriate policy guidelines on organic farming and ensuring environment quality of land |
| 13.12      | Household sanitation (other than latrines and solid waste management) | Popularising and promoting household sanitation including:-<br>i. Waste water disposal<br>ii. Upkeep of well<br>iii. Handling of water<br>iv. Exterior and interior sanitation<br>v. Smokeless choolah | --                     | --                        | Popularising and promoting household sanitation including:-<br>i. Waste water disposal<br>ii. Upkeep of well<br>iii. Handling of water<br>iv. Exterior and interior sanitation<br>v. Smokeless choolah | --  |

| No    | Activity               | Allocation of Responsibilities among Local Governments  |   |   |   |   |
|-------|------------------------|---|---|---|---|---|
|       |                        | Grama Panchayat   | Block Panchayat   | District Panchayat  | Municipality/Corporation  | State   |
| (1)   | (2)                    | (3)   | (4)   | (5)   | (6)   | (7)   |
| 13.13 | Solid waste management | <ol style="list-style-type: none"> <li>1. Popularise and promote segregated house hold management of solid waste as far as possible</li> <li>2. Arrangement for segregated collection transportation, treatment and sanitary disposal of solid waste</li> <li>3. Information, Education, Communication</li> <li>4. Procurement of vehicles for transportation of solid waste and implements for street cleaning, waste collection and treatment plant</li> <li>5. Monitoring system functions and complaints of pollution control norms</li> <li>6. Capacity building of staff in solid waste management</li> <li>7. Identify suitable sites for solid waste disposal for next 20 years</li> <li>8. Appointment of contingency staff/outsourcing freedom .of appointment within norms</li> <li>9. Research and development need assessment</li> </ol> | <ol style="list-style-type: none"> <li>1. Promote use of compost-organic farming</li> <li>2. Research and development needs assessment</li> </ol> | <ol style="list-style-type: none"> <li>1. Promote use of compost-organic farming</li> <li>2. Research and development needs assessment</li> </ol> | <ol style="list-style-type: none"> <li>1. Implement solid waste management as per municipal solid waste management Rules, 2000</li> <li>2. Street cleaning programme to be prepared and implemented as per Municipal Solid Waste Management Rules, 2000</li> <li>3. Discourage use of undesirable plastic materials and promote and popularise bio-degradable substitutes</li> <li>4. Information, Education, Communication</li> <li>5. Procurement of vehicles for transportation of solid waste and implements for street cleaning, waste collection and treatment plant</li> <li>6. Promoting use of compost organic farming</li> <li>7. Monitoring system functions and compliance of pollution control norms</li> <li>8. Capacity building of staff in solid waste management</li> <li>9. Identify suitable sites for solid waste disposal for next 20 years</li> <li>10. Appointment of contingency staff/outsourcing freedom of appointment within norms fixed by State</li> <li>11. Research and development need assessment</li> </ol> | <ol style="list-style-type: none"> <li>1. Enactment of appropriate legislation to avoid misuse of plastics</li> <li>2. Development of Information, Education, Communication materials and State level Information, Education, Communication campaign</li> <li>3. Norms to be fixed by government</li> <li>4. Promoting use of compost</li> <li>5. Subsidy for compost</li> <li>6. Development of models in solid waste management</li> <li>7. Appropriate technology development</li> <li>8. Capacity building for local governments in solid waste management</li> <li>9. Funding for acquisition of land for solid waste management</li> <li>10. Fix norms and monitor adherence to norms</li> <li>11. Research and development</li> <li>12. Develop standard norms for appointment of contingency staff</li> </ol> |

| No    | Activity   | Allocation of Responsibilities among Local Governments  |                 |   |   |   |
|-------|--|---|-----------------|---|---|---|
|       |  | Grama Panchayat   | Block Panchayat | District Panchayat  | Municipality/Corporation  | State   |
| (1)   | (2)  | (3)   | (4)             | (5)   | (6)   | (7)   |
| 13.14 | Anganwadi sanitation   | <ol style="list-style-type: none"> <li>1. Need assessment</li> <li>2. Project formulation</li> <li>3. Funding</li> <li>4. Implementation including construction</li> <li>5. Information, Education, Communication materials</li> <li>6. Information, Education, Communication campaign</li> <li>7. Capacity building</li> <li>8. Monitoring and evaluation</li> <li>9. Research and development need assessment</li> <li>10. Baby friendly toilets</li> </ol> | --              | --  | <ol style="list-style-type: none"> <li>1. Need assessment</li> <li>2. Project formulation</li> <li>3. Funding</li> <li>4. Implementation including construction</li> <li>5. Information, Education, Communication materials</li> <li>6. Information, Education, Communication campaign</li> <li>7. Capacity building</li> <li>8. Monitoring and evaluation</li> <li>9. Research and development need assessment</li> <li>10. Baby friendly toilets</li> </ol> | <ol style="list-style-type: none"> <li>1. Information, Education, Communication through electronic media and print media</li> <li>2. Research and development</li> </ol>                |
| 13.15 | Non governmental organisations/community based organisations participation | Ensure non governmental organisations/community based organisations participation in all sanitation activities  | --              | --  | Ensure non governmental organisations/community based organisations participation in all sanitation activities  | Prepare norms for non governmental organisations/community based organisations participation in sanitation  |
| 13.16 | Women participation  | <ol style="list-style-type: none"> <li>1. Ensure gender equity</li> <li>2. Gender budgeting</li> <li>3. Ensure women participation</li> <li>4. Capacity building for women</li> <li>5. Gender budgeting for grama panchayat personnel</li> </ol>  | --              | <ol style="list-style-type: none"> <li>1. Capacity building</li> <li>2. Training of resource persons</li> </ol> | <ol style="list-style-type: none"> <li>1. Ensure gender equity</li> <li>2. Gender budgeting</li> <li>3. Ensure women participation</li> <li>4. Capacity building for women</li> <li>5. Gender budgeting for municipality/ corporation personnel</li> </ol>  | <ol style="list-style-type: none"> <li>1. Frame rules/ regulations to ensure women participation</li> <li>2. Capacity building for state and district level resource persons</li> </ol> |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |   |   |
|------------|--|--|--|---|---|---|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
| 13.17      | Office and institutional sanitation including peeling sheds, hatcheries poultry etc. | <ol style="list-style-type: none"> <li>1. Information, Education, Communication materials campaign (awareness)</li> <li>2. Incentives</li> <li>3. Provide equipment and chemicals for sanitation of institutions under grama panchayat</li> <li>4. Enforce appropriate waste management system for institutions</li> <li>5. Promote sanitary upkeep of institutions</li> <li>6. Removal of waste from institutions situated in the area irrespective of the ownership of institutions</li> </ol> | Provide equipment and chemicals for sanitation of institutions under block panchayat | Provide equipment and chemicals for sanitation of institutions under district panchayat   | <ol style="list-style-type: none"> <li>1. Information, Education, Communication materials</li> <li>2. Information, Education, Communication campaign</li> <li>3. Incentives</li> <li>4. Provide equipment and chemicals for sanitation of institutions under municipality/ corporation</li> <li>5. Enforce appropriate waste management system for institution</li> <li>6. Promote sanitary upkeep of institution</li> <li>7. Removal of waste from institutions situated in the area irrespective of the ownership of institution</li> </ol> | <ol style="list-style-type: none"> <li>1. Provide equipment and chemicals or sanitation of institutions under state government</li> <li>2. Frame rules for institutional waste management</li> </ol>  |
| 13.18      | Environmental upkeep of water bodies and water supply points                         | <ol style="list-style-type: none"> <li>1. Need assessment</li> <li>2. Project formulation</li> <li>3. Funding</li> <li>4. Implementation</li> <li>5. Enforcement of penal provisions</li> <li>6. Information, Education, Communication and awareness campaign</li> </ol>   | Funding in case of bigger water bodies   | <ol style="list-style-type: none"> <li>1. Funding in case of bigger water bodies</li> <li>2. Tourism development in water bodies</li> </ol> | <ol style="list-style-type: none"> <li>1. Need assessment</li> <li>2. Project formulation</li> <li>3. Funding</li> <li>4. Implementation</li> <li>5. Enforcement of penal provisions</li> <li>6. Information, Education, Communication and awareness campaign</li> </ol>  | <ol style="list-style-type: none"> <li>1. Information, Education, Communication through electronic point media</li> <li>2. Monitor upkeep of water bodies</li> <li>3. Frame rules and regulations for proper upkeep of water bodies</li> <li>4. Research and development</li> </ol> |

| No    | Activity   | Allocation of Responsibilities among Local Governments  |  |  |   |   |
|-------|--|---|--|--|---|---|
|       |  | Grama Panchayat   | Block Panchayat  | District Panchayat   | Municipality/Corporation  | State   |
| (1)   | (2)  | (3)   | (4)  | (5)  | (6)   | (7)   |
|       |  | 7. Collection of user charges without upsetting traditional rights<br>8. Ensure sanitary conditions in and around stand post, wells and pumping stations<br>9. Annual maintenance of public wells<br>10. Research and development need assessment |  |  | 7. Collection of user charges without upsetting traditional rights<br>8. Ensure sanitary conditions in and around stand post, wells and pumping stations<br>9. Annual maintenance of public wells<br>10. Research and development need assessment |   |
| 13.19 | Information and grievance redressal system including abatement of nuisance | 1. Preparation of schedule for same<br>2. Publication<br>3. Institutional strengthening<br>4. Monitoring  | ..   | ..   | 1. Preparation of schedule for same<br>2. Publication<br>3. Institutional strengthening<br>4. Monitoring  | ..  |
| 13.20 | Resource mobilisation for sanitation                                       | 1. Exploring the possibility of fund mobilisation from block panchayat, district panchayat, state, central and other sources wherever applicable<br>2. Private participation<br>3. User charges   | Exploring the possibility of fund mobilisation from district panchayat, state, central and other sources wherever applicable | Exploring the possibility of fund mobilisation from state, central and other sources wherever applicable | 1. Exploring the possibility of fund mobilisation from state, central and other sources wherever applicable<br>2. Private participation<br>3. User charges  | 1. Exploring the possibility of fund mobilisation from central and other sources<br>2. Frame norms for private participation<br>3. User charges<br>4. External funding<br>5. Pass on information on possible fund mobilisation to all local governments |

| <i>No</i>  | <i>Activity</i>                                   | <i>Allocation of Responsibilities among Local Governments</i>                              |                        |                                    |  |  |
|------------|---|--|------------------------|------------------------------------|--|--|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>          | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>                         | <i>(6)</i>   | <i>(7)</i>   |
| 13.21      | Sanitary response to natural calamities           | Creation and maintenance of temporary toilet facilities                                    | ..                     | Maintenance of mobile toilet units | 1. Creation of temporary toilet facilities<br>2. Maintenance of mobile toilet units                          | ..   |
| 13.22      | Providing critical support service for sanitation | Organise facilities for cleaning of septic tanks wherever necessary                        | ..                     | ..                                 | 1. Organise facilities for cleaning of septic tanks<br>2. Ensure availability of vaccine sucker              | ..   |
| 13.23      | Sewage disposal system                            | ..   | ..                     | ..                                 | Establishment of sewage lines and their operation and management in case of larger municipality/ corporation | 1. Facilitation of research and development<br>2. Technical and financial support<br>3. Capacity building<br>4. Monitoring   |
| 13. 24     | Drains (storm water drains) sanitation            | Desilting and removal of debris to ensure continuous flow in all drains in grama panchayat | ..                     | ..                                 | Desilting and removal of debris to ensure continuous flow in all drains in municipality/ corporation         | 1. Divest the fund provided to National Highways, Public Works Department for desilting to local government<br>2. Devolution of powers to carry out all desilting operations in all drains in the area to concerned local government |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |                        |                           |  |  |
|------------|---|--|------------------------|---------------------------|--|--|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>   |
| 13.25      | Sanitation of pilgrim centres (including fairs and festivals) | 1. Enforce and implement provisions of Places of Public Resort Act<br>2. Promotion of sanitary methods | ..                     | ..                        | 1. Enforce and implement provisions of Places of Public Resort Act<br>2. Promotion of sanitary methods | 3. Revising and popularising Places of Public Resort Act |



### 14. WATER SUPPLY

| No   | Activity             | Allocation of Responsibilities among Local Governments   |   |  |  |   |
|------|----------------------|--|---|--|--|---|
|      |                      | Grama Panchayat  | Block Panchayat   | District Panchayat   | Municipality/Corporation   | State   |
| (1)  | (2)                  | (3)  | (4)   | (5)  | (6)  | (7)   |
| 14.1 | Water Supply Schemes | <ol style="list-style-type: none"> <li>1. Identify water scarcity/ problem areas</li> <li>2. Identify and assess existing water supply schemes like open wells/ community wells and renovate them based on detailed plan and estimate.</li> <li>3. Identify the present status of the ongoing single grama panchayat piped water supply schemes in consultation with Kerala Water Authority and initiate steps for their efficient operation, maintenance, utilisation and extension, if source has potential.</li> <li>4. Initiate time bound steps to take up single grama panchayat water supply schemes after settling all the liabilities till date.</li> </ol> | Provide financial support to grama panchayat/ district panchayat for taking up water supply scheme. | <ol style="list-style-type: none"> <li>1. Take up drinking water project costing above Rs. 15 lakh and below Rs. 55 lakh.</li> <li>2. Co-ordination of all drinking water supply schemes at district level (funding, monitoring and management)</li> </ol> | <ol style="list-style-type: none"> <li>1. Identify water scarcity problem areas.</li> <li>2. Identify and assess existing water supply schemes like open wells/ community wells and renovate them based on detailed plan and estimate.</li> <li>3. Identify the present status of the ongoing single piped water supply schemes in consultation with Kerala Water Authority and initiate steps for their efficient operation, maintenance and utilisation and extension if source has potential.</li> <li>4. Initiate time bound steps to take up small water supply schemes after settling all the liabilities till date.</li> <li>5. Formulate water control/ regulating committee with the users in each ward and look into operational issue, collect water charges or transfer the ownership to beneficiary group.</li> </ol> | <ol style="list-style-type: none"> <li>1. Water charge fixation for all water supply schemes of Kerala Water Authority at state level.</li> <li>2. Arrange external/internal loan to enable local governments to take up water supply schemes.</li> <li>3. Formulate long term drinking water policy for the state.</li> <li>4. Provide financial/ management inputs to local governments wherever necessary.</li> <li>5. Issue necessary guidelines/instruction to provide technical personnel for executing and maintenance of water supply schemes at local government level.</li> </ol> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>   |                        |                           |  |  |
|------------|-----------------|---|------------------------|---------------------------|--|--|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>   |
|            |                 | <p>5. Formulate water control/ regulating committee with the users in each ward and look into operational issues, water charges collection and remit to grama panchayat or transfer the ownership to beneficiary group.</p> <p>6. Avail all operational, technical and maintenance issues from Kerala Water Authority</p> <p>7. Take up water supply projects costing upto Rs.15 lakhs. Its planning identification, project design, technical sanction, resource mobilization and implementation to be done with the technical advice from Kerala Water Authority /any competent agency.</p> |                        |                           | <p>6. Avail all operational, technical and maintenance issues from Kerala Water Authority</p> <p>7. Take up water supply projects costing above Rs.25 lakhs and below Rs. 65 lakh. Its planning identification, project design, technical sanction, resource mobilization and implementation to be done by Municipality/ Corporation with the technical advice from Kerala Water Authority / any competent agency.</p> | <p>6. Provide training and consultancy services to local governments.</p> <p>7. All projects above Rs. 55 lakh in rural/urban areas to be taken up by Kerala Water Authority / state agency.</p> <p>8. Provide technical assistance to local governments through Kerala Water Authority.</p> <p>9. Water quality testing and monitoring of all water supply schemes by Kerala Water Authority.</p> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>  |                        |                           |   |              |
|------------|-----------------|--|------------------------|---------------------------|---|--------------|
|            |                 | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>   |
|            |                 | <p>8. Renovate all the water sources in the grama panchayat area like small lake, ponds, canals and promote rain water harvesting to keep up the water table level. Rain water harvesting to be made mandatory in all new constructions in the grama panchayat.</p> <p>9. Information, Education and Communication on safe drinking water and good water use practices (cleaning, chlorinating etc.)</p> <p>10. Formulate water supply project to provide safe drinking water to all families within a targeted time after stock of existing schemes and sources capacity.</p> |                        |                           | <p>8. Renovate all the water sources in the municipal/corporation area like small lakes, ponds, canals and promote rain water harvesting to keep up the water table level. Rain water harvesting to be made mandatory in all new constructions.</p> <p>9. Information, Education and Communication on safe drinking water and good water use practices (cleaning, chlorinating etc.)</p> <p>10. Formulate water supply project to provide safe drinking water to all families within a targeted time after stock of existing schemes and sources capacity</p> |              |

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
|  |  | <p>11. Conduct ward-wise survey and study to assess the daily requirement of water for family members and animals. Based on this study suitable cost effective technology to be formulated.</p> <p>12. Control on extraction and use of ground water for non domestic purposes.</p> <p>13. Initiate steps to impose/reuse waste water generated in houses/institutions/public places through intensive campaign.</p> <p>14. Maintain an asset register on water supply schemes</p> <p>15. Set apart sufficient fund for operation and maintenance</p> <p>16. Monitoring and evaluation of water supply schemes</p> |  |  | <p>11. Conduct ward-wise survey and study to assess the daily requirement of water for family members and animals. Based on this study suitable cost effective technology to be formulated.</p> <p>12. Control on extraction and use of ground water for non domestic purposes.</p> <p>13. Initiate steps to impose/reuse waste water generated in houses/institution/public places through intensive campaign.</p> <p>14. Maintain asset register on water supply schemes</p> <p>15. Set apart sufficient fund for operation and maintenance from plan grant.</p> <p>16. Monitoring and evaluation of water supply schemes.</p> |  |
|--|--|--|--|--|--|--|

**15. HOUSING**

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |                        |                           |  |   |
|------------|--|---|------------------------|---------------------------|--|---|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>  |
| 15.1       | Identification of below poverty line families including houseless population and squatters on public land          | Ward wise identification through grama sabha and surveys  | --                     | --                        | Ward wise identification through ward sabha/ward committees and surveys                                    | 1. Devising norms for identification of below poverty line families<br>2. Collection, compilation and upkeep of records of below poverty line surveys |
| 15.2       | Categorisation of the houseless population as beneficiaries of the government and local government housing schemes | 1. The finalised list shall be utilised for the various housing schemes implemented through the local governments<br>2. The scheme wise beneficiary list and the categorisation, methodology to be prepared afresh by the grama panchayat every year. | --                     | --                        | Scheme wise beneficiary list and the categorisation methodology to be prepared afresh ward wise every year | --  |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>   |                        |                           |   |  |
|------------|---|---|------------------------|---------------------------|---|--|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>   |
| 15.3       | Implementation of various housing schemes including provisions of housing sites | 1. Providing loan/ grant assistance for shelter upgradation to beneficiaries already identified in the approved list<br>2. providing financial assistance for houseless households who own land (based on the categorisation list)<br>3. Development of available panchayat/ poramboke land and subdivision of land for allotment to landless/ houseless poor<br>4. Provide assistance for provision of housing sites | --                     | --                        | 1. Providing loan/ grant assistance for shelter upgradation to beneficiaries already identified in the approved list<br>2. providing financial assistance for houseless households who own land (based on the categorisation list)<br>3. Development of available municipality/corporation poramboke land and subdivision of land for allotment to landless/ houseless poor | Provide additional assistance for critical gap filling |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |  |                           |   |              |
|------------|---|--|--|---------------------------|---|--------------|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>   |
| 15.4       | Awareness creation and training on cost effective housing | Distribution of handouts on cost effective building construction and locally available materials and technology (such hand outs shall be got prepared through the building centres at block level) | <ol style="list-style-type: none"> <li>1. Organisation of training programmes for cost effective construction technologies and skill development.</li> <li>2. Formation of building centres by arrangement with non governmental organisations and engineers at block level to enable beneficiaries and grama panchayats to avail of their services for preparation of plan, advice on technical matters, to render advice on housing related matters to panchayats and to provide technical training to building workers. Such building centres need not be financially supported by local governments, but shall be self sustaining. Training programmes shall be supported by block panchayat and district panchayat</li> </ol> | --                        | <ol style="list-style-type: none"> <li>1. Formation of building centres by arrangement with non governmental organisations and engineers at municipal corporation level to enable beneficiaries to avail of their services for preparation of plan, advice on technical matters, to render advice on housing related matters to municipalities/ corporations and to provide technical training to building workers. Such building centres need not be financially supported by local governments, but shall be self sustaining.</li> <li>2. Conduct of training programmes at regular intervals for designers</li> <li>3. Conduct of training programmes at regular intervals on cost effective housing</li> <li>4. Distribution of hand outs on cost effective housing to beneficiaries</li> </ol> | --           |

| No   | Activity  | Allocation of Responsibilities among Local Governments |   |  |  |       |
|------|---|--|---|--|--|-------|
|      |   | Grama Panchayat  | Block Panchayat   | District Panchayat   | Municipality/Corporation   | State |
| (1)  | (2)   | (3)  | (4)   | (5)  | (6)  | (7)   |
| 15.5 | Development of norms and standards for housing and related infrastructure | --   | Preparation of handouts for design options, norms, standards for construction of sanitary latrines, rainwater harvesting, recharging, waste management, access improvement etc. as per the norms laid down in the District Housing Strategy Plan. | <p>1. Formulation of District Housing Strategy Plan in coordination with the municipalities in the district. Amongst other things, the District Housing Strategy Plan shall also mention :-</p> <p>i) Definite indicators for selection of beneficiaries and</p> <p>ii) Unified costs for construction of dwelling units under various housing schemes like Indira Awaz Yojana, Sampoorna Gramin Rozgar Yojana, Scheduled Castes and Schedule Tribes Department Housing, Maitri etc.</p> <p>2. Development of various design options for houses and sanitary latrines, norms and standards for housing related work.</p> | Housing infrastructure programmes like construction of sanitary latrines etc. in housing areas and urban slums to be undertaken based on specific norms and standards developed and approved by municipality/corporations from time to time. | --    |

| <i>No</i>  | <i>Activity</i>                              | <i>Allocation of Responsibilities among Local Governments</i>  |                        |   |  |              |
|------------|--|--|------------------------|---|--|--------------|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>                           | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                                   | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
| 15.6       | Implementation of housing infrastructure     | Integration of the activities with the existing housing schemes for getting financial assistance based on the norms laid down in the District Housing Strategy Plan. | --                     | --  | --   | --           |
| 15.7       | Monitoring and evaluation of housing schemes | --   | --                     | A system to monitor and evaluate may be instituted. | A system to monitor and evaluate may be instituted.  | --           |
| 15.8       | Constitution of beneficiary committee        | Beneficiary committees may be constituted for specific infrastructure development projects in group housing areas or for specific group housing projects             | --                     | --  | Beneficiary committees may be constituted for specific infrastructure development projects in group housing areas including urban slums or for specific group housing projects | --           |

| <i>No</i>  | <i>Activity</i>              | <i>Allocation of Responsibilities among Local Governments</i>         |   |   |   |   |
|------------|------------------------------|---|---|---|---|---|
|            |                              | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>                                | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                   | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
| 15.9       | Land development for housing | Identify and develop suitable government/ panchayat land for housing. | Assisting in land development for housing activities. | Procurement and development of land for area based housing schemes and distribution of house plots.   | Procurement and development of suitable land including government and municipal/corporation land, distribution of house plots (including that required for relocation of critical urban slums)                  | <ol style="list-style-type: none"> <li>1. Kerala State Housing Board may take up large scale land procurement and development for housing in urban fringe areas (excluding construction of houses)</li> <li>2. Develop norms and standards with specific case studies for housing lay outs and infrastructure development to serve as a guideline for the local governments.</li> </ol> |
| 15.10      | Special housing needs        | --  | --  | <ol style="list-style-type: none"> <li>1. Planning and coordinating housing programmes during natural disasters.</li> <li>2. Implementation of specific housing projects entrusted by other agencies</li> </ol> | <ol style="list-style-type: none"> <li>1. Planning and coordinating housing programmes during natural disasters</li> <li>2. Implementation of specific housing projects entrusted by other agencies.</li> </ol> | Formulation of special housing projects during natural disasters  |

| <i>No</i>  | <i>Activity</i>                                 | <i>Allocation of Responsibilities among Local Governments</i>   |                        |  |  |                                     |
|------------|---|---|------------------------|--|--|-------------------------------------|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>                        |
| <i>(1)</i> | <i>(2)</i>                                      | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>                          |
| 15.11      | Mobilisation of financial resources for housing | --  | --                     | Mobilisation of resources for specific housing projects from commercial banks, housing finance/institutions, external funding agencies | Mobilisation of resources for specific housing projects from commercial banks, housing finance institutions, external funding agencies | --                                  |
| 15.12      | Environmental considerations in housing         | Preparation of broad land utilisation plan as a spatial development plan , showing land developed and developable for housing, water bodies, low lying land and paddy fields, which need to be conserved etc. | --                     | --   | Arranging for preparation of master plan/development plan for urban areas.   | Formulation of state housing policy |



### 16. SCHEDULED CASTES AND SCHEDULED TRIBES DEPARTMENT

| No          | Activity   | Allocation of Responsibilities among Local Governments   |   |   |   |  |
|-------------|--|--|---|---|---|--|
|             |  | Grama Panchayat  | Block Panchayat   | District Panchayat                            | Municipality/Corporation  | State  |
| (1)         | (2)  | (3)  | (4)   | (5)   | (6)   | (7)  |
| <b>16.1</b> | <b><i>Educational Development</i></b>  |  |   |   |   |  |
| 16.1.1      | Pre-primary education/ nursery/ kindergarten for Scheduled Castes and Scheduled Tribes | 1. Opening<br>2. Construction and maintenance of buildings<br>3. Enrolment<br>4. Feeding<br>5. Supply of uniform | --  | Training for teachers for quality improvement | 1. Opening<br>2. Construction and maintenance of buildings<br>3. Enrolment<br>4. Feeding<br>5. Supply of uniform  | 1. Posting of staff<br>2. Quality improvement  |
| 16.1.2      | Primary education<br>i. Pre metric hostels for Scheduled Castes                        | --   | 1. Management of pre-metric hostels (Mess charge, uniform, furniture, travelling allowance etc.)<br>2. Construction of building<br>3. Selection of students<br>4. Tuition system<br>5. Appointment of temporary staff | --  | 1. Management of pre-metric hostels (Mess charge, uniform, furniture, travelling allowance etc.)<br>2. Construction of building<br>3. Selection of students<br>4. Tuition system<br>5. Appointment of temporary staff | 1. Opening of new hostels<br>2. Training of warden/ cook etc.<br>3. Appointment of permanent staff<br>4. Quality of tuition teachers to be ensured<br>5. Revision of mess charges<br>6. Guidelines for selection of students |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>   |   |   |   |   |
|------------|---|---|---|---|---|---|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>  |
|            | ii. Enrolment of Scheduled Castes and Scheduled Tribes, arresting of drop out   | 1. Campaign using Scheduled Caste and Scheduled Tribe promoters<br>2. Arrange school requisites<br>3. Counselling for parents<br>4. Remedial coaching | Coordination of filling up of infrastructure gaps to facilitate education | --  | 1. Campaign using Scheduled Caste and Scheduled Tribe promoters<br>2. Arrange school requisites<br>3. Counselling for parents<br>4. Remedial coaching                                 | 1. Universal enrolment<br>2. Minimum level learning<br>3. Minimum achievement are to be the objectives        |
|            | iii. Adult education/ literacy programme for Scheduled Tribes                   | --  | --  | District level coordination   | --  | --  |
| 16.1.3     | Better education to Scheduled Caste and Scheduled Tribe students                | --  | --  | Select bright Scheduled Caste and Scheduled Tribe students and admit them in well known residential public schools for their study from 5 <sup>th</sup> to 10 <sup>th</sup> standards | Select bright Scheduled Caste and Scheduled Tribe students and admit them in well known residential public schools for their study from 5 <sup>th</sup> to 10 <sup>th</sup> standards | --  |
| 16.1.4     | Financial assistance to Scheduled Caste and Scheduled Tribe students in schools | Fill up the gaps occurred in the implementation of similar programme by the Scheduled Caste and Scheduled Tribe Development Departments               | --  | --  | .   | 1. Award of scholarship to Scheduled Caste and Scheduled Tribe students<br>2. Financial assistance to parents |

| <i>No</i>   | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |   |                           |   |   |
|-------------|--|---|---|---------------------------|---|---|
|             |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>                    | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i>  | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>                                | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>  |
| 16.1.5      | Financial assistance for higher studies  | Award of scholarship to Scheduled Caste and Scheduled Tribe students, financial assistance for higher studies | --  | --                        | Award of scholarship to Scheduled Caste and Scheduled Tribe students, financial assistance for higher studies | Fill up the gaps occurred in the implementation of similar programme by the Scheduled Caste and Scheduled Tribe Departments |
| 16.1.6      | Scholarships to Scheduled Caste students whose parents are engaged in unclean occupation | Identify Scheduled Caste students whose parents are engaged in unclean occupation and sanction scholarships   | --  | --                        | Identify Scheduled Caste students whose parents are engaged in unclean occupation and sanction scholarships   | --  |
| <b>16.2</b> | <b>Welfare Activities</b>  |   |   |                           |   |   |
| 16.2.1      | Marriage assistance  | Disbursement of marriage assistance to eligible Scheduled Caste and Scheduled Tribe beneficiaries             | --  | --                        | Disbursement of marriage assistance to eligible Scheduled Caste and Scheduled Tribe beneficiaries             | --  |
| 16.2.2      | Rehabilitation of landless Scheduled Caste and Scheduled Tribe families                  | Beneficiary selection   | 1. Land purchase<br>2. House construction | --                        | 1. Land purchase<br>2. House construction   | --  |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |                                  |                                  |   |              |
|------------|--|---|----------------------------------|----------------------------------|---|--------------|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>           | <i>District Panchayat</i>        | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>                       | <i>(5)</i>                       | <i>(6)</i>  | <i>(7)</i>   |
| 16.2.3     | Housing  | 1. Beneficiary selection<br>(i) through grama sabha for Scheduled Castes<br>(ii) through oorukuttom for Scheduled Tribes<br>2. House construction/ financial assistance                   | Provide supplementary assistance | Provide supplementary assistance | 1. Beneficiary selection<br>(iii) through ward sabha for Scheduled Castes<br>(iv) through oorukuttom for Scheduled Tribes<br>2. House construction/ financial assistance                  | --           |
| 16.2.4     | Thatching grant  | Disbursement of financial assistance for annual thatching of Scheduled Caste and Scheduled Tribe houses   | --                               | --                               | Disbursement of financial assistance for annual thatching of Scheduled Caste and Scheduled Tribe houses   | --           |
| 16.2.5     | Arrangement of basic amenities in Scheduled Caste and Scheduled Tribe colonies | Basic amenities such as digging of wells/water supply, roads, installation of common water taps, street lights, electrification, sanitation etc<br>(as a package or otherwise in habitat) | --                               | --                               | Basic amenities such as digging of wells/water supply, roads, installation of common water taps, street lights, electrification, sanitation etc<br>(as a package or otherwise in habitat) | --           |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |                        |                               |   |                            |
|------------|--|---|------------------------|-------------------------------|---|----------------------------|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i>     | <i>Municipality/Corporation</i>   | <i>State</i>               |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                    | <i>(6)</i>  | <i>(7)</i>                 |
| 16.2.6     | Repair/renovation/<br>maintenance of<br>houses                                   | Repair/renovation/<br>maintenance of houses   | --                     | --                            | Repair/renovation/<br>maintenance of houses   | --                         |
| 16.2.7     | Sanitation<br>(individual/ families)   | Implementation of<br>sanitation programme   | Provide subsidy        | Provide subsidy               | Implementation of sanitation<br>programme   | --                         |
| 16.2.8     | Electrification<br>(individual/ families)  | Electrification of Scheduled<br>Caste / Scheduled Tribe<br>households   | --                     | --                            | Electrification of<br>Scheduled Caste / Scheduled<br>Tribe households   | --                         |
| 16.2.9     | Travelling Allowance<br>to Scheduled Caste<br>and Scheduled Tribe<br>job seekers | Provide travelling allowance<br>to Scheduled Caste and<br>Scheduled Tribe candidates<br>for attending interview by<br>Public Service Commission/<br>Employment Exchange | --                     | --                            | Provide travelling allowance to<br>Scheduled Caste and Scheduled<br>Tribe candidates for attending<br>interview by Public Service<br>Commission /Employment<br>Exchange | --                         |
| 16.2.10    | Scheduled Tribe<br>youth festival  | --  | --                     | District level youth festival | --  | State level youth festival |

| No          | Activity  | Allocation of Responsibilities among Local Governments   |                 |                    |  |       |
|-------------|---|--|-----------------|--------------------|--|-------|
|             |   | Grama Panchayat  | Block Panchayat | District Panchayat | Municipality/Corporation   | State |
| (1)         | (2)   | (3)  | (4)             | (5)                | (6)  | (7)   |
| <b>16.3</b> | <b>Health</b>   |  |                 |                    |  |       |
| 16.3.1      | Discretionary grant   | Identification of beneficiaries and distribution of discretionary grant  | --              | --                 | Identification of beneficiaries and distribution of discretionary grant  | --    |
| 16.3.2      | Financial assistance for treatment  | Disburse treatment assistance to Scheduled Caste/Scheduled Tribe beneficiaries   | --              | --                 | Disburse treatment assistance to Scheduled Caste/Scheduled Tribe beneficiaries   | --    |
| 16.3.3      | Prevention and treatment of contagious diseases/ epidemics among Scheduled Castes/ Scheduled Tribes                 | Prevention and treatment of contagious diseases/ epidemics among Scheduled Castes/Scheduled Tribes   | --              | --                 | Prevention and treatment of contagious diseases/ epidemics among Scheduled Castes/ Scheduled Tribes  | --    |
| 16.3.4      | Transportation of Scheduled Caste/ Scheduled Tribe patients to hospitals, transportation of dead bodies to habitats | 1. Make arrangements in transporting Scheduled Caste/ Scheduled Tribe patients to hospitals.<br>2. Transportation of dead bodies to habitats | --              | --                 | 1. Make arrangements in transporting Scheduled Caste/Scheduled Tribe patients to hospitals<br>2. Transportation of dead bodies to habitats | --    |
| 16.3.5      | Burial grounds  | Maintenance of burial grounds  | --              | --                 | Maintenance of burial grounds  | --    |

| <i>No</i>   | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |              |
|-------------|--|--|--|--|--|--------------|
|             |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i>  | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| <b>16.4</b> | <b>Economic Development</b>  |  |  |  |  |              |
| 16.4.1      | Development programmes benefiting Scheduled Castes/ Scheduled Tribes in cooperative sector | Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc. | Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc. | Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc. | Strengthening of Scheduled Caste/ Scheduled Tribe cooperatives by providing share capital assistance, working capital assistance etc. depending on their area of operation, functions etc. | --           |

| No      | Activity  | Allocation of Responsibilities among Local Governments  |  |  |                          |  |
|---------|---|---|--|--|--------------------------|--|
|         |   | Grama Panchayat   | Block Panchayat  | District Panchayat   | Municipality/Corporation | State  |
| (1)     | (2)   | (3)   | (4)  | (5)  | (6)                      | (7)  |
| 16.4..2 | Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the forest and social forestry sector | <p>Undertake development programmes such as housing, drinking water facilities, electrification (non-conventional/ conventional), health care, educational programmes including alternate schooling facilities, sanitation programmes, employment generation and economic development programmes for Scheduled Castes/ Scheduled Tribes families living within forest areas by ensuring the participation of Scheduled Tribe oorukootams, and vanasamrakshana samithies.</p> <p>As per the amendment order of 2012, under the Forests right Act of 2006, the forest land allotted to the Tribels can be provided with all infrastructural facilities.</p> | <p>Ensure sufficient experts and other personnel required for the functioning of the vanasamrakshana samithies (self help groups empowered for the protection of forest areas and also implement development programmes within forest areas without creating damage to the flora and fauna) and the forest development agency (registered society under Charitable Societies Act) which is the apex body of the self help groups in consultation with district panchayat, Forest and Scheduled Castes and Scheduled Tribes Development Departments.</p> <p>As per the amendment order of 2012, under the Forests right Act of 2006, the forest land allotted to the Tribels can be provided with all infrastructural facilities.</p> | <p>Frame policy decisions for the development of Scheduled Castes and Scheduled Tribes living within forest areas in consultation with forest development agencies and Scheduled Castes and Scheduled Tribes Development Departments.</p> <p>As per the amendment order of 2012, under the Forests right Act of 2006, the forest land allotted to the Tribels can be provided with all infrastructural facilities.</p> | --                       | <p>In the light of the Kerala Forest Protection Act 1980 and the Government of India guidelines for the protection of forest and its adjoining areas by involving people's participatory groups (vanasamrakshana samithies), Scheduled Castes and Scheduled Tribes development activities in the forest areas have to be implemented either by these groups or with the advice of these self help groups. The Scheduled Tribe oorukootams and the Scheduled Caste self help groups (if any) have to collaborate with the vanasamrakshana samithies.</p> <p>The ST Cooperatives the collection of NWFP should be revamped and enlarge its functions to shape the save as a multi purpose society(see 16.4.1). The societies can be brought under the control of STDP.</p> |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |   |                           |   |              |
|------------|--|---|---|---------------------------|---|--------------|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>   |
| 16.4.3     | Development programmes benefiting Scheduled Castes/ Scheduled Tribes in the small scale industries sector                          | <p>1. Creation of district level infrastructure for small scale industries beneficial to Scheduled Caste/ Scheduled Tribe entrepreneurs</p> <p>2. Framing of policy decisions for the development of Scheduled Caste and Scheduled Tribe entrepreneurs in the sector, in consultation with Scheduled Castes, Scheduled Tribes and Industries Departments and Kudumbashree</p> | Arrange the setting up of Scheduled Caste/ Scheduled Tribe small industrial units by mobilising the potential of Scheduled Caste/ Scheduled Tribe entrepreneurs in collaboration with banks, kudumbashree units, Scheduled Castes, Scheduled Tribes and Industries Departments etc. and higher tier local governments | --                        | Arrange the setting up of Scheduled Caste/ Scheduled Tribe small industrial units by mobilising the potential of Scheduled Caste/ Scheduled Tribe entrepreneurs in collaboration with banks, kudumbashree units, Scheduled Castes, Scheduled Tribes and Industries Departments etc. and higher tier local governments | --           |
|            | Assistance for self employment and employment abroad.<br>Assistance for skill development updation and entrepreneurial development | Assistance for self employment and employment abroad.   | <i>Assistance for skill development updation and entrepreneurial development</i>  |                           |   |              |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |   |  |                                 |   |
|------------|---|--|---|--|---------------------------------|---|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i> | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>                      | <i>(7)</i>  |
| 16.4.4     | Development programmes benefiting Scheduled Castes/ Scheduled Tribes in health sector (Allopathic, Homoeo and Indian Systems of Medicine) | 1. Management of primary health centres/ homoeo and ayurveda health centres in tribal areas and Scheduled Caste habitations<br>2. Implementation of specific projects for the treatment of diseases commonly seen among Scheduled Castes/ Scheduled Tribes people like Tuberculosis, Leprosy, Cancer, Heart Diseases, Skin Diseases, Water- borne Diseases, Sickle Cell Anaemia etc. with emphasis on health extension | 1. Management of community health centres in tribal and Scheduled Caste areas<br>2. Posting of health workers in collaboration with Scheduled Castes/ Scheduled Tribes and Health Departments | 1. Health surveys, studies, medical camps etc, and issue of health cards to Scheduled Tribe patients etc.<br>2. Coordination of health care programmes undertaken by Health Services Departments, Local Governments, Scheduled Castes/ Scheduled Tribes Development Departments and non governmental organisations | --                              | Priority for health extension and emergency medical care in remote and inaccessible Scheduled Caste/ Scheduled Tribe habitations. |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>   |  |  |   |              |
|------------|---|---|--|--|---|--------------|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 16.4.5     | Development programmes benefiting Scheduled Castes/ Scheduled Tribes in social welfare sector | <ol style="list-style-type: none"> <li>1. Provide food to pre-school Scheduled Caste/ Scheduled Tribe children</li> <li>2. Implement child welfare programmes beneficial to Scheduled Caste/ Scheduled Tribe children</li> <li>3. Supervise the functioning of anganwadies beneficial to Scheduled Castes/ Scheduled Tribes</li> <li>4. Construct buildings for anganwadies benefiting Scheduled Caste/ Scheduled Tribe children</li> </ol> | Formulate and implement schemes for the benefit of disabled Scheduled Caste/ Scheduled Tribe children.                 | <ol style="list-style-type: none"> <li>1. Disburse social security and other pensions beneficial to Scheduled Castes/ Scheduled Tribes</li> <li>2. Supervision and control of Integrated Child Development Scheme projects beneficial to Scheduled Castes/ Scheduled Tribes</li> </ol> | <ol style="list-style-type: none"> <li>1. Provide food to pre-school Scheduled Caste/ Scheduled Tribe children</li> <li>2. Implement child welfare programmes beneficial to Scheduled Caste/ Scheduled Tribe children</li> <li>3. Supervise the functioning of anganwadies beneficial to Scheduled Castes/ Scheduled Tribes</li> <li>4. Construct buildings for anganwadies benefiting Scheduled Caste/ Scheduled Tribe children</li> <li>5. Disburse social security and other pensions beneficial to Scheduled Castes/ Scheduled Tribes</li> <li>6. Supervision and control of Integrated Child Development Scheme projects beneficial to Scheduled Castes/ Scheduled Tribes</li> </ol> |              |
| 16.4.6     | Poverty Alleviation   | Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.  | Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme. | Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.   | Anti Poverty Sub Plan covering Scheduled Caste/ Scheduled Tribe to be prepared and implemented as a package programme.  |              |



## 17. SOCIAL JUSTICE

| No          | Activity   | Allocation of Responsibilities among Local Governments  |  |  |   |   |
|-------------|--|---|--|--|---|---|
|             |  | Grama Panchayat   | Block Panchayat  | District Panchayat   | Municipality/Corporation  | State   |
| (1)         | (2)  | (3)   | (4)  | (5)  | (6)   | (7)   |
| <b>17.1</b> | <b>Women and Child Development</b>                           |   |  |  |   |   |
| 17.1.1      | Integrated Child Development Services and related activities | Management of anganwadis  | Management of Integrated Child Development Scheme  | Support services to Integrated Child Development Scheme  | Management of anganwadis and management of urban Integrated Child Development Scheme projects   | 1. Financial support to ICDS scheme<br>2. Monitoring and Evaluation   |
| 17.1.1.1    | Infrastructure for anganwadies                               | <ol style="list-style-type: none"> <li>1. Identification of location of anganwadi centre.</li> <li>2. Mobilisation of fund for construction - Local Area Development of Member of Parliament/Member of Legislative Assembly, Plan Grant of Local Governments etc.</li> <li>3. Construction of anganwadi building – including kitchen, smokeless chulah, toilet, baby friendly toilet, store room, class room, varantha, water supply, electrification, compound wall</li> </ol> | <ol style="list-style-type: none"> <li>1. Feasibility report by the Child Development Project Officer regarding the location of anganwadi centres.</li> <li>2. Mobilisation of fund and financial support for building construction.</li> <li>3. Technical support for civil works.</li> <li>4. Support for developing model anganwadi centres.</li> <li>5. Financial support to grama panchayats</li> </ol> | <ol style="list-style-type: none"> <li>1. Mobilisation of fund and financial support for building construction.</li> <li>2. Financial support for construction of building for anganwadi centres and office building.<br/><br/>For construction of building for PWCS including Kitchen, Toilets, Drinking Water facilities, electrification, compound wall.</li> <li>3. Financial support for purchase of land.</li> </ol> | <ol style="list-style-type: none"> <li>1. Identification of location of anganwadi centres.</li> <li>2. Mobilisation of fund for construction - Local Area Development of Member of Parliament/Member of Legislative Assembly, Plan Grant of Local Governments etc.</li> <li>3. Construction of anganwadi building – including kitchen, smokeless chulah, toilet, baby friendly toilet, store room, class room, varantha, water supply, electrification, compound wall.</li> </ol> | <ol style="list-style-type: none"> <li>1. Fixing standards and norms</li> <li>2. Providing type design for anganwadi building.</li> <li>3. Additional financial support.</li> <li>4. Additional support for maintenance</li> <li>5. Guidelines for construction of Integrated Child Development Scheme office building</li> </ol> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>   |  |                           |  |              |
|------------|-----------------|---|--|---------------------------|--|--------------|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>   |
|            |                 | 4. Additional construction.<br>5. Rent for anganwadi building<br>6. Provision of furniture and equipment<br>7. Provision of indoor-outdoor equipments.<br>8. Recurring charges of electricity and water.<br>9. Repair and maintenance of anganwadi centres.<br>10. Providing utensils cooking vessels, cooking gas, food stock container, water filter etc. | 6. Providing land/ purchase of land for Integrated Child Development Scheme office construction. |                           | 4. Rent of anganwadi building<br>5. Additional construction.<br>6. Provision of furniture and equipment.<br>7. Provision of indoor-outdoor equipment.<br>8. Recurring charges of electricity and water.<br>9. Repair and maintenance of anganwadi centres.<br>10. Providing utensils cooking vessels, cooking gas, food storage container, water filter etc. |              |

| <i>No</i>  | <i>Activity</i>              | <i>Allocation of Responsibilities among Local Governments</i>   |   |   |   |  |
|------------|------------------------------|---|---|---|---|--|
|            |                              | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                   | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>   |
| 17.1.1.2   | Anganwadi feeding programme. | <ol style="list-style-type: none"> <li>1. Meet the share of the total cost of anganwadi feeding project</li> <li>2. Feeding programme for destitute and aged as per government direction.</li> <li>3. Monitoring and evaluation at anganwadi level through welfare committee and working group in the panchayat level.</li> <li>4. Therapeutic nutrition for severely malnourished children.</li> <li>5. Selection and approval of beneficiaries for special nutrition programme by welfare committee.</li> </ol> | <ol style="list-style-type: none"> <li>1. Financial support to grama panchayats</li> <li>2. Monitoring and evaluation at project level.</li> <li>3. Ensure nutritive value of food and fund flow</li> </ol> | <ol style="list-style-type: none"> <li>1. Developing special strategy for the district – coastal, slum and tribal area.</li> <li>2. District level monitoring and evaluation.</li> <li>3. Research on health and nutrition</li> <li>4. Technical support</li> </ol> | <ol style="list-style-type: none"> <li>1. Feeding programme for destitute and aged as per government direction.</li> <li>2. Monitoring and evaluation at anganwadi level through welfare committee and working group at municipality/ corporation level.</li> <li>3. Therapeutic nutrition for severely malnourished children.</li> <li>4. Selection and approval of beneficiaries for special nutrition programme by welfare committee.</li> </ol> | <ol style="list-style-type: none"> <li>1. Policy formation for fixing standards on quality, quantity, frequency, nutritive value as per Government of India guidelines</li> <li>2. State level monitoring and evaluation.</li> <li>3. Policy on selection of beneficiaries as per government of guidelines.</li> </ol> |

| <i>No</i>  | <i>Activity</i>                     | <i>Allocation of Responsibilities among Local Governments</i>   |  |  |  |   |
|------------|-------------------------------------|---|--|--|--|---|
|            |                                     | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>                                | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                          | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>  |
| 17.1.1.3   | Nonformal early childhood education | <ol style="list-style-type: none"> <li>1. Ensure 100% enrolment of pre-school children – base line survey.</li> <li>2. Propagation of non-formal education for early childhood development.</li> <li>3. Parental education.</li> <li>4. Providing teaching and learning materials for anganwadies.</li> <li>5. Providing pre-school kit.</li> <li>6. Conducting bala mela/ study tour.</li> <li>7. Evaluation and monitoring of pre-school education at anganwadi level.</li> </ol> | <ol style="list-style-type: none"> <li>1. Conducting block level balamela.</li> <li>2. Convergence of services on early childhood education.</li> <li>3. Evaluation and monitoring of pre-school education.</li> </ol> | Financial support for conducting District Level Balamela | <ol style="list-style-type: none"> <li>1. Ensure 100% enrolment of pre-school children – base line survey.</li> <li>2. Propagation of non-formal education for early childhood development.</li> <li>3. Parental education.</li> <li>4. Providing teaching and learning materials for anganwadis.</li> <li>5. Providing pre-school kit.</li> <li>6. Conducting bala mela/study tour.</li> <li>7. Evaluation and monitoring of pre-school education.</li> </ol> | <ol style="list-style-type: none"> <li>1. Policy formulation for pre-school education.</li> <li>2. Periodical revision of pre-school curriculum.</li> <li>3. Regulation of pre primary education system.</li> <li>4. Developing pre-school evaluation technique.</li> <li>5. Promoting best practices.</li> </ol> |

| No       | Activity                       | Allocation of Responsibilities among Local Governments  |   |   |  |  |
|----------|--------------------------------|---|---|---|--|--|
|          |                                | Grama Panchayat   | Block Panchayat   | District Panchayat  | Municipality/Corporation   | State  |
| (1)      | (2)                            | (3)   | (4)   | (5)   | (6)  | (7)  |
| 17.1.1.4 | Health care                    | <ol style="list-style-type: none"> <li>1. Ensure 100% immunisation coverage.</li> <li>2. Ensure free supply of Measles Mumps and Rubella vaccine to below poverty line families.</li> <li>3. Organising regular health check up in anganwadis.</li> <li>4. Referral services</li> </ol>   | <ol style="list-style-type: none"> <li>1. Providing health cards.</li> <li>2. Special medical camps.</li> </ol> | <ol style="list-style-type: none"> <li>1. Procurement of medicine kit to anganwadies</li> <li>2. Monitoring of health activities.</li> <li>3. Constitution of technical committee for health care consultancy services.</li> <li>4. Developing district specific strategies.</li> </ol> | <ol style="list-style-type: none"> <li>1. Ensure 100% immunisation coverage.</li> <li>2. Ensure free supply of Measles Mumps and Rubella, Hepatitis B for below poverty line families.</li> <li>3. Organising health check up in anganwadis</li> <li>4. Referral services.</li> <li>5. Organising periodical medical camp.</li> <li>6. Providing health cards</li> </ol> | <ol style="list-style-type: none"> <li>1. Providing standard format for health cards and immunisation register.</li> <li>2. State level review of health activities.</li> <li>3. Constitution of state level technical committee for consultancy services.</li> <li>4. Developing state specific strategies.</li> <li>5. Identification and addressing common issues.</li> </ol> |
| 17.1.1.5 | Nutrition and health education | <ol style="list-style-type: none"> <li>1. Constituting mothers' forum at anganwadi level</li> <li>2. Organising health and nutrition education.</li> <li>3. Conducting nutrition camp at panchayat level (including demonstration).</li> <li>4. Promoting kitchen garden</li> <li>5. Implementing "Malnutrition Free Kerala" programme</li> </ol> | Awareness programme for block level functionaries.  | Awareness programme for district level functionaries.   | <ol style="list-style-type: none"> <li>1. Constituting mothers' forum at anganwadi level</li> <li>2. Organising health and nutrition education.</li> <li>3. Conducting nutrition camp at municipality/ corporation level (including demonstration)</li> <li>4. Promoting kitchen garden</li> <li>5. Implementing "Malnutrition Free Kerala" programme.</li> </ol>        | <ol style="list-style-type: none"> <li>1. Policy formulation</li> <li>2. Additional financial support.</li> <li>3. Technical support.</li> </ol>   |

| <i>No</i>  | <i>Activity</i>         | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |  |
|------------|-------------------------|--|--|--|--|--|
|            |                         | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>              | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 17.1.1.6   | Community participation | <ol style="list-style-type: none"> <li>1. Formation of anganwadi level Monitoring and review committee and organise regular meeting.</li> <li>2. Setting up panchayat level coordination committee.</li> <li>3. Beneficiary committee for construction of anganwadi building.</li> <li>4. Resource mobilisation for land purchase/ building construction.</li> </ol> | <ol style="list-style-type: none"> <li>1. Formation of Monitoring and Review committee at block level.</li> <li>2. Periodical meeting.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Formation of Monitoring and Review at district level.</li> <li>2. Periodical meeting.</li> </ol>   | <ol style="list-style-type: none"> <li>1. Formation of anganwadi level welfare committee and regular meeting.</li> <li>2. Coordination committee at municipal/corporation level.</li> <li>3. Beneficiary committee for construction of anganwadi building.</li> <li>4. Resource mobilisation for land purchase/building construction.</li> <li>5. Base line survey/ documentation/analysis.</li> </ol> | <ol style="list-style-type: none"> <li>1. Formation of state level Monitoring and Review committee.</li> <li>2. Guidelines on the formation and functioning of various committees.</li> <li>3. Monitoring and evaluation on community participation.</li> </ol>  |
| 17.1.1.7   | Materials and supplies  | Provide required materials and supplies like weighing balance, growth chart, gas stove, reading materials etc  | <ol style="list-style-type: none"> <li>1. Financial support for resource centre, monitoring and evaluation.</li> <li>2. Developing Integrated Child Development Scheme office as resource centre.</li> </ol> | <ol style="list-style-type: none"> <li>1. Printing materials, registers, formats, growth charts etc.</li> <li>2. Medicine kit-sanction and purchase of medicine kit, iron and folic acid deworming tablets, pre-school kit, and purchase of weighing scales for anganwadi centres.</li> <li>3. Developing district Social Justice Office/ District level ICDS cell as resource centre</li> </ol> | Provide required materials and supplies like weighing balance, growth chart, gas stove, reading materials etc  | <ol style="list-style-type: none"> <li>1. Fund allotment - standardized format.</li> <li>2. Guidelines for community resource centre.</li> <li>3. Providing financial support.</li> <li>4. Providing computer networking.</li> <li>5. Providing additional financial support for Integrated Child Development Scheme Project Office/ Programme Office</li> </ol> |

| <i>No</i>  | <i>Activity</i>                 | <i>Allocation of Responsibilities among Local Governments</i>  |  |                           |  |   |
|------------|---------------------------------|--|--|---------------------------|--|---|
|            |                                 | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>                                     | <i>District Panchayat</i> | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                      | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>                | <i>(6)</i>   | <i>(7)</i>  |
| 17.1.1.8   | Selection and transfer of staff | <ol style="list-style-type: none"> <li>1. Temporary engagement in the absence of approved selection list will be made by the Child Development Project Officer as per state guidelines and on the recommendation of anganwadi welfare committee which is chaired by the ward member/ constituted as per the Government Order</li> <li>2. Additional incentive to anganwadi workers and helpers.</li> <li>3. Submitting proposals for new anganwadies as per guidelines.</li> </ol> | Verification and forwarding of proposal for new anganwadi. | --                        | <ol style="list-style-type: none"> <li>1. Temporary engagement in the absence of approved selection list will be made by the Child Development Project Officer as per the government guidelines and on the recommendation of anganwadi welfare committee which is chaired by the ward councilor constituted as per Government Order</li> <li>2. Additional incentive to anganwadi workers and helpers.</li> <li>3. Proposal for new anganwadies</li> </ol> | <ol style="list-style-type: none"> <li>1. Guidelines and criteria for selection and posting</li> <li>2. Constitution of block level/project level selection committee.</li> <li>3. Approval of selection list - preparation and issue of guidelines for temporary engagement of anganwadi workers and helpers in the absence of selection list.</li> <li>4. Guidelines for transfer, disciplinary action welfare activities etc.</li> </ol> |

| <i>No</i>  | <i>Activity</i>        | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |   |
|------------|------------------------|--|--|--|--|---|
|            |                        | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>             | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>  |
| 17.1.1.9   | Training               | <ol style="list-style-type: none"> <li>1. Awareness on social welfare schemes for welfare committee members.</li> <li>2. Training of stakeholders.</li> </ol>  | Capacity development and skill up gradation of functionaries of line departments at the block level. | Awareness on social welfare schemes for Panchayat Raj Institution members. | <ol style="list-style-type: none"> <li>1. Awareness on social welfare schemes for welfare committee members.</li> <li>2. Training of stakeholders.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Chalk out job training/ refresher course of Integrated Child Development Scheme functionaries – other periodical trainings, Information, Education, Communication activities etc.</li> <li>2. Implementing training policy.</li> <li>3. Module preparation, preparation and approval of training calendar.</li> <li>4. Bridge course for anganwadi worker/ helper for skill upgradation and quality improvement.</li> </ol> |
| 17.1.1.10  | Survey and house visit | <ol style="list-style-type: none"> <li>1. Ensure house visits of anganwadi workers.</li> <li>2. Development of data base on Integrated Child Development Scheme.</li> <li>3. Documentation and publication of base line survey.</li> </ol> | --   | --   | <ol style="list-style-type: none"> <li>1. Ensure house visits of Anganwadi workers.</li> <li>2. Development of data base on Integrated Child Development Scheme.</li> <li>3. Documentation and publication of base line survey.</li> </ol> | <ol style="list-style-type: none"> <li>1. Formulate policy for anganwadi base line survey</li> <li>2. Annual survey</li> <li>3. Analysis and interpretation of data and publication.</li> <li>4. Monitoring Anganwadi Training Centres/Middle Level Training Centres.</li> </ol>  |

| No        | Activity        | Allocation of Responsibilities among Local Governments  |   |  |   |  |
|-----------|-----------------|---|---|--|---|--|
|           |                 | Grama Panchayat   | Block Panchayat   | District Panchayat   | Municipality/Corporation  | State  |
| (1)       | (2)             | (3)   | (4)   | (5)  | (6)   | (7)  |
| 17.1.1.11 | Adolescent care | <ol style="list-style-type: none"> <li>1. Formation of adolescent girls club at anganwadi level.</li> <li>2. Life skill education for adolescent girls.</li> <li>3. Leadership training.</li> <li>4. Carrier guidance and vocational guidance</li> <li>5. Adolescent girls' mela.</li> <li>6. Providing recreation for adolescent girls.</li> <li>7. Periodic health checkup.</li> <li>8. Celebration of adolescent girl's day.</li> <li>9. Nutritional programme for adolescent girls</li> <li>10. Formation of adolescent club apex body at panchayat level.</li> <li>11. Adolescent immunisation.</li> </ol> | <ol style="list-style-type: none"> <li>1. Block level adolescent girl mela.</li> <li>2. Technical and financial support for all activities.</li> <li>3. Block level award for best adolescent club.</li> <li>4. Monitoring and evaluation.</li> <li>5. Teen age counseling service, pre-marital counseling, problems faced by adolescent girls.</li> <li>6. Prevention of Human Immuno Virus.</li> <li>7. Health education for adolescent girl.</li> <li>8. Formation of block level apex body for adolescent girl club.</li> <li>9. Awareness programme for prohibition of Child Marriage and Dowree.</li> </ol> | <ol style="list-style-type: none"> <li>1. Best club award.</li> <li>2. Providing iron and folic acid and deworm tablets.</li> <li>3. Awareness programme for prohibition of Child Marriage and Dowree</li> </ol> | <ol style="list-style-type: none"> <li>1. Formation of adolescent girls club at anganwadi level and apex body of adolescent club at municipal/corporation level.</li> <li>2. Leadership training.</li> <li>3. Life skill education training.</li> <li>4. Carrier guidance vocational guidance.</li> <li>5. Organising adolescent girls' mela.</li> <li>6. Periodic health checking.</li> <li>7. Adolescent immunisation.</li> <li>8. Celebration of adolescent girls' day.</li> <li>9. Nutritional programme for adolescent girls</li> <li>10. Awards for best club.</li> </ol> | <ol style="list-style-type: none"> <li>1. Action plan for adolescent girls.</li> <li>2. Chanelising government assistant like Kishori Sakthi Yojana etc.</li> <li>3. Nutrition programme for adolescent girls.</li> <li>4. Malnutrition free state.</li> </ol> |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |   |  |
|------------|-------------------|--|--|---|---|--|
|            |                   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>        | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>   |
| 17.1.1.12  | Women empowerment | 1. Formation of self help groups.<br>2. Socio economic empowerment.<br>3. Income generating activities.<br>4. Cluster formation.<br>5. Awareness programme for various activities - dowry prohibition, atrocities against women, gender discrimination, domestic violence, alcoholism.<br>6. Implementation of social welfare component under Kudumbashree.<br>7. Financial support from Women Component Plan. | 1. Convergence of services of department.<br>2. Constitution of block society and its function and chanelising Government of India schemes like Swathar, Support to Training and Employment Programme, Adolescent Girls Employment Programme etc.<br>3. Strengthening self help groups.<br>4. Construction of short stay home. | Monitoring of women empowerment activities including Integrated Women Employment Programme.<br>Construction of short stay home. | 1. Formation of self help groups.<br>2. Socio economic empowerment.<br>3. Income generating activities.<br>4. Cluster formation.<br>5. Awareness programme for various activities - dowry prohibition, atrocities against women, gender discrimination, domestic violence, alcoholism.<br>6. Implementation of social welfare component under Kudumbashree.<br>7. Financial support from Women Component Plan.<br>8. Convergence of services of department.<br>9. Constitution of block society and its function and chanelising Government of India schemes like Swathar, Support to Training and Employment Programme, Norwegian Agency for International Development, Adolescent Girls Employment Programme etc.<br>10. Strengthening self help groups.<br>11. Monitoring of women empowerment activities including Integrated Women Employment Programme. | 1. Policy formulation, Issue of guidelines on women empowerment activities including Integrated Women Employment Programme.<br>2. Financial support. |

| No        | Activity   | Allocation of Responsibilities among Local Governments  |  |   |   |  |
|-----------|--|---|--|---|---|--|
|           |  | Grama Panchayat   | Block Panchayat  | District Panchayat  | Municipality/Corporation  | State  |
| (1)       | (2)  | (3)   | (4)  | (5)   | (6)   | (7)  |
| 17.1.1.13 | Legal protection and legal awareness to women  | Implement programme entrusted by district panchayat   | Implement programme entrusted by district panchayat  | Formulation and implementation of programmes  | Awareness and support programme   | Guidelines, awareness and support programme  |
| 17.1.1.15 | Documentation and publication  | 1. Anganwadi level/ panchayat level documentation.<br>2. Documentation and publication of Integrated Child Development Scheme activities. | Block level documentation of Integrated Child Development Scheme activities and publication.                   | 1. District level documentation.<br>2. Research, documentation, dissemination and impact study.<br>3. Media coverage. | 1. Anganwadi level/ municipal/corporation level documentation.<br>2. Documentation and publication of Integrated Child Development Scheme activities.<br>3. Preparation and publication of citizen chart of institutions. | 1. State level documentation.<br>2. In house magazine like Anganjyothi.<br>3. Research, documentation, dissemination and impact study.<br>4. Media coverage. |
| 17.1.1.16 | Development of service standards and performance measurement   | 1. Preparation and publication of citizen's charter of institutions.<br>2. Grievance redressal mechanism                                  | 1. Preparation and publication of citizen's charter for care institutions.<br>2. Grievance redressal mechanism | --  | 1. Preparation and publication of citizen's charter of institutions.<br>2. Grievance redressal mechanism  | --   |
| 17.1.1.17 | Preparation of disaggregated data on women and children  | Preparation of disaggregated data on women and children   | Preparation of disaggregated data on women and children  | Preparation of disaggregated data on women and children   | Preparation of disaggregated data on women and children   | Preparation of disaggregated data on women and children  |
| 17.1.1.18 | 1. Other child welfare activities<br>2. Management of day care centres for children of weaker sections | Management day care centres   | --   | --  | Management of day care centres  | --   |

| No   | Activity                                      | Allocation of Responsibilities among Local Governments   |  |   |  |  |
|--|---|--|--|---|--|--|
|  |   | Grama Panchayat  | Block Panchayat  | District Panchayat  | Municipality/Corporation   | State  |
| (1)  | (2)   | (3)  | (4)  | (5)   | (6)  | (7)  |
| <b>17.2 Social Security: Welfare of Disabled, Aged and Destitute</b> |   |  |  |   |  |  |
| 17.2.1   | Welfare of the disabled.<br>1. Identity Card. | 1. Survey and identification of disabled.  | Consolidate block wise survey details on disability.                         | 1. Preparation of district wise data on disabilities.   | 1. Survey and Identification of disabled.  | 1. Prepare State wise data on disability.<br>2. Issue of guide lines.                                  |
|  | 2. Medical check up                           | 1. Organise medical camp<br>2. Assess the disability and provide appropriate aids and appliances.<br>3. Assess percentage of disability and issue medical certificate. | Organise medical camp involving specialists to issue disability certificate. | Coordinate the process of medical board to accelerate issue of disability certificates to all disabled.         | 1. Organise medical camp<br>2. Assess the disability and provide appropriate aids and appliances.<br>3. Assess percentage of disability and issue medical certificate.       | 1. Policy formulation and providing sufficient allotment.<br>2. Issue of guidelines.<br>3. Monitoring. |
|  | 3. Scholarship and stipend                    | Ensure scholarships to the disabled with 100% coverage.  | --   | 1. Receipt and processing of application.*<br>2. Sanctioning of scholarship.<br>3. Distribution of scholarship. | 1. Ensure scholarships to the disabled with 100% coverage.<br>2. Receipt and processing of application.*<br>3. Sanctioning of scholarship<br>4. Distribution of scholarship. | --   |

\* All existing scholarships to disabled implemented by Education and Social Welfare Department/LSGI are to be streamlined through one channel with uniform rate

| No  | Activity                          | Allocation of Responsibilities among Local Governments  |  |   |   |  |
|-----|-----------------------------------|---|--|---|---|--|
|     |                                   | Grama Panchayat   | Block Panchayat  | District Panchayat  | Municipality/Corporation  | State  |
| (1) | (2)                               | (3)   | (4)  | (5)   | (6)   | (7)  |
|     | 4. Supply of aids and appliances. | 1. Formulation of project for distribution of aids and appliances to the disabled.<br>2. Organise distribution of fitment and training camps.                                 | --   | 1. Formulation of projects for the distribution of aids and appliances to the disabled.<br>2. Organise distribution of fitment and training camps.            | 1. Formulate project for distribution of aids and appliances to the disabled.<br>2. Organise distribution of fitment and training camps.  | Guidelines for issue of aids and appliances.   |
|     | 5. Disability resource centre     | --  | Organise camps for the distribution of aids and appliances with the assistance of the non governmental organisations.  | 1. District disability rehabilitation centre<br>2. Coordination of district disability rehabilitation centre and non governmental organisations.              | --  | Dissemination of information on schemes, assistance and concessions available for disabled.          |
|     | 6. Barrier free constructions.    | 1. Enforce barrier free environment for disabled in all public buildings.<br>2. Provide barrier free environment within the grama panchayat offices and other public offices. | 1. Organise and manage resource centre for information guidance support and networking for various assistance and facilities for disabled.<br>2. Ensure barrier free environment for disabled for all institutions coming under the control of block panchayats. | 1. Enforce disabled friendly facilities in all public conveniences.<br>2. Ensure disabled friendly constructions in public offices in the district panchayat. | 1. Enforce barrier free environment for disabled in all public buildings.<br>2. Provide barrier free environment within the municipality/corporation offices and other public office. | Policy formulation and implementation of existing acts for ensuring disabled friendly constructions. |

| <i>No</i>  | <i>Activity</i>                         | <i>Allocation of Responsibilities among Local Governments</i>  |  |   |  |  |
|------------|---|--|--|---|--|--|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i>                             |
| <i>(1)</i> | <i>(2)</i>                              | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>                               |
|            | 7. Sensitisation on rights of disabled. | Organising camps for sensitization of the rights, privileges and benefits entitled for disabled.   | Organising camps for sensitization of the rights, privileges and benefits entitled for disabled. | Conduct world disabled day convergence with non governmental organisations and related departments.   | 1. Holding meeting and seminar for sensitisation for disabled.<br>2. Supports similar activities of departments and non governmental organisations.  | Formulation of policies and action plan. |
|            | 8. Educational support                  | 1. Ensure free education for the disabled and issue educational materials.<br>2. Arrange conveyance facilities/ transport allowance to those children who are not receiving the same from any other sources. | Ensure enrolment of all disabled children for compulsory education/training.                     | Coordination convergence and financial /material support to ensure compulsory education for disabled. | 1. Ensure free education for the disabled and issue educational materials.<br>2. Arrange conveyance facilities/ transport allowance to those children who are not receiving the same from any other sources. | Monitoring at state level.               |

| <i>No</i>  | <i>Activity</i>                             | <i>Allocation of Responsibilities among Local Governments</i>  |   |   |  |  |
|------------|---|--|---|---|--|--|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>                                  | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>  | <i>(6)</i>   | <i>(7)</i>   |
|            | 9. Early detection of childhood disability. | 1. Organise identification survey and medical camps for early detection.<br>2. Facilitate the referral services for medical treatment and training of parents for early childhood stimulation. | Facilitate identification survey and ensure block community health centre support for the early childhood disability and early childhood stimulation programme. | 1. Impart training to Integrated Child Development Scheme/ health functionaries for early detection programme.<br>2. Motivate non governmental organisations in the field of disability for starting early childhood education/ nursery diagnostic services.<br>3. Treatment and training | 1. Organise identification survey and medical camps for early detection.<br>2. Facilitate the referral services for medical treatment and training of parents for early childhood stimulation.<br>3. Facilitate identification survey and ensure block primary health centre support for the early childhood care and detection and early childhood stimulation programme.<br>4. Impart training to Integrated Child Development Scheme/ health functionaries for early detection programme.<br>5. Motivate non governmental organisations in the field of disability for starting early childhood education/ nursery diagnostic services.<br>6. Treatment and training. | Development of state specific early childhood disability evaluation schemes. |

| <i>No</i>  | <i>Activity</i>                                    | <i>Allocation of Responsibilities among Local Governments</i>  |                        |  |  |   |
|------------|--|--|------------------------|--|--|---|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>  |
|            | 10. Distress relief fund for treatment of disabled | 1. Formulate projects and fund raising for the distress relief fund for treatment in emergency situation.<br>2. Formulate area specific criteria for determination of beneficiaries and evolve mechanism for the distribution of relief fund.                        | --                     | Processing of application for distress relief fund from state government and recommendation.   | 1. Formulate projects and fund raising for the distress relief fund for treatment in emergency situation.<br>2. Formulate area specific criteria for determination of beneficiaries and evolve mechanism for the distribution of relief fund.  | Streamline operation of distress relief fund.   |
|            | 11. Enforcement of Persons with Disabilities Act.  | 1. Ensure all institutions functioning for the boarding and training for disabled are recognised under Persons with Disabilities Act.<br>2. Visit institutions for disabled and ensure welfare of the inmates, disabled friendly structures, hygiene and sanitation. | --                     | 1. Monitoring of institutions for disabled.<br>2. Arrange inspection for granting recognition. | 1. Ensure all institutions functioning for the boarding and training for disabled are recognised under Persons with Disabilities Act.<br>2. Visit institutions for disabled and ensure welfare of the inmates, disabled friendly structures, hygiene and sanitation.<br>3. Monitoring of institutions for disabled.<br>4. Arrange inspection for granting recognition. | Streamlining the process of granting recognition under Persons with Disabilities Act. |

| <i>No</i>  | <i>Activity</i>                                  | <i>Allocation of Responsibilities among Local Governments</i>  |   |  |  |   |
|------------|--|--|---|--|--|---|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>  | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>                                       | <i>(3)</i>   | <i>(4)</i>  | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>  |
|            | 12. Non governmental organisations participation | 1. Evolve coordination committees for involvement of voluntary agencies, government and other institutions working in the field of welfare of the disabled.<br>2. Co-opt the chief functionaries of the non governmental organisations in the field in various committees and working groups.<br>3. Enlist all non governmental organisations and prepare a data bank. | 1. Promotion and technical support for the effective functioning of non governmental organisations.<br>2. Prepare a directory of non governmental organisations in the block panchayat. | 1. Data bank for non governmental organisations.<br>2. Organise workshops to identify areas of cooperation and effective linkage.<br>3. Support non governmental organisations for obtaining maximum central and other assistance for the welfare of the disabled. | 1. Evolve coordination committees for involvement of voluntary agencies, government and other institutions working in the field of welfare of the disabled.<br>2. Co-opt the chief functionaries of the non governmental organisations in the field in various committees and working groups.<br>3. Enlist all non governmental organisations and prepare a data bank. | 1. State policy formulation, technical support awareness<br>2. Maximum support for availing various assistances to grant in aid institutions. |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>  |                        |  |  |  |
|------------|---|--|------------------------|--|--|--|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i> | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>             | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 17.2.2     | <i>Mentally challenged</i><br>1. Home for mentally deficient children | Inform district panchayat of deserving cases of mentally challenged children to obtain admission in home for mentally deficient children.  | --                     | 1. Management of institutions with all kinds of services; medical educational and recreational.  | Management of institutions services - medical educational, recreational.   | Expand and modify activities of home for mentally deficient children.                                    |
|            | 2. Special schools under non governmental organisations.              | 1. Tax concessions and relief measures to be imparted.<br>2. Extend financial and material support admissible under government directions.<br>3. Encourage integrated education for which utilize the service of village education committee and parent teacher association. | --                     | 1. Evolve the convergence service of all special schools and vocational training centres.<br>2. Technical support and guidance for obtaining various assistances.<br>3. Monitoring and evaluation. | 1. Tax concessions and relief measures to be imparted.<br>2. Extend financial and material support admissible under government directions.<br>3. Encourage integrated education for which utilize the service of village education committee and parent teacher association.<br>4. Evolve the convergence service of all special schools and vocational training centres.<br>5. Technical support and guidance for obtaining various assistances.<br>6. Monitoring and evaluation. | 1. Monitoring.<br>2. Financial assistance.<br>3. State level celebration for children in special school. |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>   |  |   |   |  |
|------------|---|---|--|---|---|--|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>   | <i>Municipality/Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>  | <i>(6)</i>  | <i>(7)</i>   |
|            | 3. Home for mentally challenged.                                    | 1. Strengthen the activities of 'suhruuth samithis'.<br>2. Assistance at the time of accidents, emergency and death in home for mentally deficient children.  | --   | 1. Supervision and management of home for mentally challenged.<br>2. Financial and budgetary provisions for boarding, education and contingencies.<br>3. Rehabilitation activities including semi supervised workshops.<br>4. Convening 'suhruuth samithis'.<br>5. Regulate admissions and discharge as per government norms. | 1. Strengthen the activities of 'suhruuth samithis'.<br>2. Assistance at the time of accidents, emergency and death in home for mentally challenged.  | Policy formulation.  |
|            | 4. Community based rehabilitation for mentally challenged children. | 1. Survey and identification of mentally challenged children through anganwadi/ self help groups<br>2. Training to mothers on community based rehabilitation technique by the trained aganwadi workers. | Organising block level camp to identify child hood disabilities. | Provide training programme to anganwadi workers and provide financial assistance.   | 1. Survey and identification of mentally challenged children through anganwadi/ self help groups.<br>2. Training to mothers on community based rehabilitation technique by the trained anganwadi workers. | 1. Formulation and issue of guidelines.<br>2. Monitoring and evaluation. |

| <i>No</i>  | <i>Activity</i>                                    | <i>Allocation of Responsibilities among Local Governments</i>          |  |  |   |   |
|------------|--|--|--|--|---|---|
|            |  | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>  |
|            | 5. Welfare and rehabilitation of mentally ill.     | Survey and identification of mentally ill below poverty line families. | Identification of mentally ill and referral service to specialised hospital. | --   | Survey and identification of mentally ill of below poverty line families.<br><br>Reference service to specialist hospital with the assistance of primary health centre. | State level monitoring, convergent service.                   |
|            | (i) Medical aid to mentally ill.                   | Reference service to specialist hospital                               | --   | 1. Provide fund placement to district hospital.<br>2. Monitoring and evaluation.   | Awareness to public about services offered by Asha Bhavan.  | Financial support for day to day maintenance and supervision. |
|            | (ii) Asha Bhavan, home for mentally cured persons. | Awareness to public about services offered by Asha Bhavan.             | --   | 1. Provide financial assistance for development services in Asha Bhavan.<br>2. Encouragement of family based rehabilitation. | --  | --  |

| No     | Activity   | Allocation of Responsibilities among Local Governments   |  |   |   |       |
|--------|--|--|--|---|---|-------|
|        |  | Grama Panchayat  | Block Panchayat                                  | District Panchayat  | Municipality/Corporation  | State |
| (1)    | (2)  | (3)  | (4)  | (5)   | (6)   | (7)   |
| 17.2.3 | Services to person suffering from locomotors disabilities and other homes  |  |  |   |   |       |
|        | 1. Management of care home for disabled children, sishu vihar, home for disabled and infirm, custodial care home | 1. Survey and identification of disabled children in grama panchayat area.<br>2. Directs such children to get admission in the institutions. | Create awareness regarding institution services. | 1. Management of all institutions*<br>2. Allocation of funds.<br>3. Coordinate and linkage with non governmental organisations/voluntary organisations. | 1. Management of all institutions.<br>2. Allocation of funds.<br>3. Coordinate and linkage with non governmental organisations/voluntary organisations. | --    |
|        | 2. Organise medical camps and supply of aids and appliances to disabled.   | Organise medical camps for supply and distribution of aids and appliances.   | --   | --  | Organise medical camp and supply aids and appliances.   | --    |
|        | 3. Grant in aid to disabled institutions managed by non governmental organisations                               | --   | --   | Provide grant and conduct inspection  | Provide grant and conduct inspection  | --    |

\* At present this responsibility is transferred to block panchayat

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |  |  |   |  |
|------------|--|---|--|--|---|--|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i>                                       |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 17.2.4     | <i>Welfare of the aged</i><br>1. Collection of data on old age people. | Survey  | Analyze block level situation based on survey conducted by grama Panchayats                                  | Consolidation of data.   | Survey and consolidation of data  | Policy formulation and preparation of action plan. |
|            | 2. Nutrition for the aged.   | Provide supplementary nutrition to the aged through anganwadi.  | Allocation of fund.  | Monitoring of the feeding programme.   | 1. Allocation of fund.<br>2. Provide supplementary nutrition to the aged through anganwadi.   | Issue necessary guidelines.                        |
|            | 3. Health care.  | Organise self check up and medical camp and refer cases to geriatric departments at the hospital.   | --   | 1. Monitoring of the activities.<br>2. Mobile geriatrics units and supply medicines. | Organise self check up and medical camp and refer cases to geriatric departments at the hospital.   | Issue necessary guidelines.                        |
|            | 4. Information on rights and facilities of the aged.                   | 1. Dissemination of various rights and privileges envisaged in national policy for senior citizens, organise camps, seminar and sensitization programme about the need of the aged.<br>2. Organize programmes for honoring senior citizenship | Extend financial assistance for conducting various programmes of the aged and for disseminating information. | Organise public function for honoring senior citizens.                               | 1. Dissemination of various rights and privileges envisaged in national policy for senior citizens, organise camps, seminar and sensitization programme about the need of the aged.<br>2. Organize programmes for honoring senior citizenship | Issue guidelines.                                  |

| <i>No</i>  | <i>Activity</i>   | <i>Allocation of Responsibilities among Local Governments</i>   |  |  |   |  |
|------------|---|---|--|--|---|--|
|            |   | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>                               | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
|            | 5. Old age home/ day care centre                              | 1. Identifying beneficiaries<br>2. Management of Day Care Centre  | Management of old age home/ day care centre          | Financial support.   | Start old age home and day care centre.   | Issue guide lines.   |
|            | 6. Non governmental organisations participation for the aged. | 1. Encourage non governmental organisations to run institutions for the care protection of the aged.<br>2. Encourage non governmental organisations to undertake day care centre with activities like relaxation, recreation, legal protection and skill utilisation. | Coordinate and assist activities of grama panchayat. | Non governmental organisations support programmes through convergence technical assistance net working and recognizing their services.   | 1. Encourage non governmental organisations to run institutions for the care protection of the aged.<br>2. Encourage non governmental organisations to undertake day care centre with activities like relaxation, recreation, legal protection and skill utilisation. | Issue guide lines.   |
|            | 7. Celebration of the day of the elderly                      | 1. Conduct programmes for the celebration of the day of the elderly with the support of non governmental organisations.<br>2. Facilitate income generating schemes with the support of non governmental organisations.  | --   | 1. Conduct programmes for the celebration of the day of the elderly with the support of non governmental organisations.<br>2. Organise income generating activities for the old aged in the homes entrusted. | 1. Conduct programmes for the celebration of the day of the elderly with the support of non governmental organisations.<br>2. Organise income generating activities for the old aged in the homes entrusted.  | 1. Conduct state level celebrations.<br>2. Organise income generating activities at care home. |

| No     | Activity   | Allocation of Responsibilities among Local Governments  |   |   |  |  |
|--------|--|---|---|---|--|--|
|        |  | Grama Panchayat   | Block Panchayat   | District Panchayat  | Municipality/Corporation   | State  |
| (1)    | (2)  | (3)   | (4)   | (5)   | (6)  | (7)  |
|        | 8. Income generating activities for the aged.  | --  | Organise income generating activities at the day care centre or other institutions. | --  | --   | --   |
| 17.2.5 | <p><i>Social security pensions*</i></p> <p>(i) Widow pension</p> <p>(ii) Destitute pension</p> <p>(iii) Old age pension</p> <p>(iv) Agriculture labourers pension</p> <p>(v) Unemployment doll</p> <p>(vi) Marriage assistance to daughters of poor widows</p> <p>(vii) Other social security pensions</p> | <p>1. Announcing the broad framework of assistance.</p> <p>2. Publishing time factor for receipt of application.</p> <p>3. Make available application forms, receipt of applications, conducting enquiries.</p> <p>4. Approval of grama sabha.</p> <p>5. Final list to be published.</p> <p>6. Payment to eligible beneficiaries.</p> <p>7. Monitoring of schemes</p> | --  | Coordinating the pension schemes and other social security measures in the district | <p>1. Announcing the broad framework of assistance.</p> <p>2. Publishing time factor for receipt of application.</p> <p>3. Make available application forms, receipt of applications, conducting enquiries.</p> <p>4. Approval of ward sabha.</p> <p>5. Final list to be published.</p> <p>6. Payment to eligible beneficiaries.</p> <p>7. Monitoring of schemes</p> | <p>1. Formulation of policies.</p> <p>2. Allocation of funds to grama panchayats/ municipalities/ corporations</p> |

\* Social security pension scheme is implemented by different departments and needs to be streamlined through a common channel

| No     | Activity  | Allocation of Responsibilities among Local Governments   |  |   |   |   |
|--------|---|--|--|---|---|---|
|        |   | Grama Panchayat  | Block Panchayat                                | District Panchayat  | Municipality/Corporation  | State   |
| (1)    | (2)   | (3)  | (4)  | (5)   | (6)   | (7)   |
| 17.2.6 | <p><i>Observance of important days.</i></p> <p>a. Children's Day<br/>b. Women's Day<br/>c. Disabled Day<br/>d. Human Rights Day</p> | Children's Day at anganwadi level.   | <p>i) Women's Day<br/>ii) Human Rights Day</p> | <p>i) Children's Day<br/>ii) Disabled Day</p>   | Observance of all important days.   | <p>1. Organise state level programme for all important days/ events.<br/>2. Update and disseminate relevant information to the public regarding important events.</p> |
| 17.2.7 | <i>Child line</i>   | Popularisation and sensitization of child line.  | --   | Extend support to child line activity providing night shelter with all infrastructure facilities.   | Popularisation and sensitization of child line.   | <p>1. Coordinate different agencies with the child line.<br/>2. Convergent support.</p>   |
| 17.2.8 | <p><i>Orphanage</i></p> <p>a. Care protection and education.<br/>b. Rehabilitation.</p>   | <p>1. Ensure remedial coaching, maintenance of minimum standards in the institution for inmates in terms of living conditions hygiene and sanitation.<br/>2. Periodical monitoring and evaluation of orphanage</p> | --   | <p>1. Provide grant to orphanage.<br/>2. Networking.<br/>3. Support to organize sports, cultural meet for various categories of inmates in the institution run by non governmental organisations.</p> | <p>1. Provide grant to orphanage<br/>2. Organise sports and cultural meetings.<br/>3. Evolve measures to rehabilitate orphans.<br/>4. Ensure remedial coaching, maintenance of minimum standards in the institution for inmates in terms of living conditions hygiene and sanitation.<br/>5. Periodical monitoring and evaluation</p> | <p>1. Strict enforcement of orphanages and charitable home, supervision and control.<br/>2. Rehabilitate all the identified destitute and neglected children.</p>     |

| No      | Activity  | Allocation of Responsibilities among Local Governments |                 |   |   |   |
|---------|---|--|-----------------|---|---|---|
|         |   | Grama Panchayat  | Block Panchayat | District Panchayat  | Municipality/Corporation  | State   |
| (1)     | (2)   | (3)  | (4)             | (5)   | (6)   | (7)   |
| 17.2.9  | <i>Foundling homes for children below 5 years.</i><br>a. Care and protection<br>b. Adoption | Prepare database                                       | --              | 1. Setting up and management of foundling homes.<br>2. Adoption in foster care through Juvenile Justice Act 2000.   | 1. Setting up and management of foundling homes.<br>2. Adoption in foster care through Juvenile Justice Act 2000  | 1. Policy formulation<br>2. Monitoring.<br>3. Financial assistance. |
| 17.2.10 | <i>Welfare of the women in distress</i>   | --   | --              | 1. Home for physically handicapped women.<br>2. Mahila mandiram.<br>3. Short stay home for women in need of urgent care during night and day time.<br>4. Rescue homes (Prevention of Immoral Traffic Act)<br>5. Management of destitute homes | 1. Home for physically handicapped women.<br>2. Mahila mandiram.<br>3. Short stay home for women in need of urgent care during night and day time.<br>4. Rescue homes (Prevention of Immoral Traffic Act)<br>5. Management of destitute homes | 1. Financial assistance.<br>2. Monitoring.                          |

| No                         | Activity   | Allocation of Responsibilities among Local Governments  |   |  |  |   |
|----------------------------|--|---|---|--|--|---|
|                            |  | Grama Panchayat   | Block Panchayat   | District Panchayat   | Municipality/Corporation   | State   |
| (1)                        | (2)  | (3)   | (4)   | (5)  | (6)  | (7)   |
| <b>17.3 Social Defence</b> |  |   |   |  |  |   |
| 17.3.1                     | <i>Compacting social evils</i><br>1. Gender bias | 1. Sensitise gender issues.<br>2. Formation of jagradha samithi.<br>3. Promote girl child education with the help of Sarva Siksha Abhiyan.<br>4. Implement Balika Samridhi Yojana.<br>5. Implement income generating schemes for women. | 1. Sensitisation programme.<br>2. Implement integrated women empowerment programme effectively.                   | 1. Sensitisation programme.<br>2. Implement income generating schemes for women.<br>3. Setting up of women help line.<br>4. Identify non governmental organisations to implement Swadhar | 1. Sensitise gender issues.<br>2. Formation of Jagradha samithi.<br>3. Promote girl child education with the help of Sarva Siksha Abhiyan.<br>4. Implement Balika Samridhi Yojana.<br>5. Implement income generating schemes for women.<br>6. Setting up of women help line. | 1. Policy decision.<br>2. State level action plan.<br>3. Follow up action in cases of gender discrimination.<br>4. Monitoring and evaluation of integrated women empowerment programme. |
|                            | 2. Female foeticide and infanticide.             | 1. Sensitisation.<br>2. Effective implementation of integrated child development scheme.<br>3. Encourage girl child education.  | 1. Sensitisation.<br>2. Implement integrated child development scheme and integrated women empowerment programme. | 1. Sensitisation.<br>2. Implement income generating schemes for women.   | 1. Sensitisation.<br>2. Effective implementation of integrated child development scheme.<br>3. Encourage girl child education.   | 1. Policy decision.<br>2. Strict enforcement of laws.<br>3. Monitoring and evaluation.  |

| No  | Activity                                       | Allocation of Responsibilities among Local Governments  |  |  |  |   |
|-----|--|---|--|--|--|---|
|     |  | Grama Panchayat   | Block Panchayat  | District Panchayat   | Municipality/Corporation   | State   |
| (1) | (2)  | (3)   | (4)  | (5)  | (6)  | (7)   |
|     | 3. Alcoholism, drug abuse and substance abuse. | 1. Sensitisation programme.<br>2. Identify drug peddlers and prevent drug abuse.<br>3. Identify illicit liquor centres.<br>4. Take follow up action.<br>5. Identify all risk families, impart counseling service and material help. | 1. Sensitisation programme.<br>2. Implementation of integrated women empowerment programme.          | 1. Identify non governmental organizations capable to round de-addiction centres, provide financial support.<br>2. Sensitisation programmes.                                       | 1. Sensitisation programme.<br>2. Identify drug peddlers and prevent drug abuse.<br>3. Identify illicit liquor centres.<br>4. Take follow up action.<br>5. Identify all risk families, impart counseling service and material help.<br>6. Form teenage clubs as the local points of activities for prevention of violence, addiction and anti social activities. | 1. Policy decision.<br>2. Identify non governmental organizations to take up rehabilitation programmes for drug addicts and alcoholics.<br>3. Enforce laws, Narcotic Drugs and Psychotropic Substances Act, Juvenile Justice Act etc. |
|     | 4. Suicide                                     | 1. Sensitisation.<br>2. Identify all risk family and follow up.   | 1. Form adolescent clubs.<br>2. Impart life education.<br>3. Implement income generating activities. | 1. Conduct seminars, public meetings to propagate the divinity of life.<br>2. Implement poverty alleviation programme.<br>3. Provide emotional support through counseling centres. | 1. Sensitisation.<br>2. Identify all risk family and follow up<br>3. Conduct seminars, public meetings etc to propagate the divinity of life.<br>4. Implement poverty alleviation programme.<br>5. Provide emotional support through counseling centres  | 1. Coordination, monitoring and evaluation.<br>2. Propagate anti suicidal message through all media.<br>3. Follow up suicidal cases reported in media.  |

| No  | Activity             | Allocation of Responsibilities among Local Governments   |  |  |  |   |
|-----|----------------------|--|--|--|--|---|
|     |                      | Grama Panchayat  | Block Panchayat  | District Panchayat   | Municipality/Corporation   | State   |
| (1) | (2)                  | (3)  | (4)  | (5)  | (6)  | (7)   |
|     | 5. Dowry             | <ol style="list-style-type: none"> <li>1. Conduct survey to identify death cases related to dowry problems and follow up.</li> <li>2. Sensitisation programmes.</li> <li>3. Implement integrated women empowerment programme.</li> </ol>             | Sensitisation through adolescent clubs.  | Extent support and coordinate activities.  | <ol style="list-style-type: none"> <li>1. Conduct survey to identify death cases related to dowry problems and follow up.</li> <li>2. Sensitisation programmes.</li> <li>3. Implement integrated women empowerment programme.</li> </ol> | Strict enforcement of laws.   |
|     | 6. Domestic violence | <ol style="list-style-type: none"> <li>1. Sensitise general public.</li> <li>2. Identify risk families and extent necessary help.</li> <li>3. Implement intervention programmes.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Pre-marital counseling.</li> <li>2. Value based life education through anganwadi network.</li> </ol> | Coordinate and empower non governmental organizations to tackle domestic violence. | <ol style="list-style-type: none"> <li>1. Sensitise general public.</li> <li>2. Identify risk families and extent necessary help.</li> <li>3. Implement intervention programmes.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Legalization of special enactment covering all offences against women and children.</li> <li>2. Monitoring and evaluation.</li> </ol>   |
|     | 7. Child labour      | <ol style="list-style-type: none"> <li>1. Raising public awareness by survey and dissemination of information.</li> <li>2. Identify child labourers and implement rehabilitation schemes with the help of non governmental organizations.</li> </ol> | Conduct awareness programmes.  | Monitoring, evaluation and coordination.   | <ol style="list-style-type: none"> <li>1. Survey through city/ town level forums.</li> <li>2. Strengthen and implement rehabilitation schemes.</li> </ol>  | <ol style="list-style-type: none"> <li>1. Strict enforcement of labour laws and Juvenile Justice Act.</li> <li>2. Prepare a status report.</li> <li>3. Ensure actual involvement of local authorities and non governmental organizations in identification of child labour and rehabilitation.</li> </ol> |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i>   |  |  |  |  |
|------------|--|---|--|--|--|--|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
|            | 8. Beggary   | 1. Awareness campaign for educating public for elimination of beggary.<br>2. Installation of notice boards in public places.<br>3. Creation of separate funds for the welfare of children engaged in begging. | Involve non governmental organisations in effective rehabilitation of children engaged in begging. | 1. Creation of separate funds for the welfare of children engaged in begging.<br>2. Management of beggar homes | 1. Installation of notice boards in public places and charity box.<br>2. Management of beggar homes  | 1. Enforcement of laws.<br>2. Strict punishment and penalties to persons who force children into begging.<br>3. Form special juvenile police units in every police station.  |
|            | 9. Children affected by violence, abuse in family, school, work place and public places. | 1. Conduct situation study in schools and colleges with the help of social work institutions, National Service Scheme volunteers etc.<br>2. Develop follow up action based on findings.                       | Sensitize public   | Extent all supports including earmarking a separate fund and coordinate all activities.                        | 1. Conduct situation study in schools and colleges with the help of social work institutions, National Service Scheme volunteers.<br>2. Develop follow up action based on findings | 1. Conduct state level workshop of psychologist, educationist and other experts, develop a sample format for conducting situation study.<br>2. Develop follow up action based on the findings of study by experts.<br>3. Develop training modules for care givers and professionals and impart training in a phased manner.<br>4. Introduce a comprehensive child protection law similar to GOA Children Act. Prepare a draft bill in consultation with expert groups. |

| <i>No</i>  | <i>Activity</i>  | <i>Allocation of Responsibilities among Local Governments</i> |                        |                           |                                 |  |
|------------|--|---|------------------------|---------------------------|---------------------------------|--|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i> | <i>State</i>   |
| <i>(1)</i> | <i>(2)</i>   | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>                      | <i>(7)</i>   |
|            | 10. Awareness programme against all other social evils such as caste discrimination, superstitious believes and untouchability | Awareness programme   | --                     | --                        | Awareness programme             | 1. State level coordination and monitoring<br>2. Enforcement of law. |
|            | 11. Awareness against black marketing, tax evasion and other under world business and such other social evils                  | Awareness programme   | --                     | --                        | Awareness programme             | --   |

|  |             |  |    |  |   |  |
|--|-------------|--|----|--|---|--|
|  | 12. NIRBAYA | <ol style="list-style-type: none"> <li>1. Constitution of Jagratha Samithi at Grama Panchayath level</li> <li>2. Awareness programmes</li> <li>3. Coordination with Janamithri Police</li> <li>4. Identify Risk areas and persons</li> </ol> | -- | <ol style="list-style-type: none"> <li>1. Constitution of Jagratha Samithi at District level</li> <li>2. District level coordination</li> <li>3. Awareness programmes</li> </ol> | <ol style="list-style-type: none"> <li>1. Constitution of Jagratha Samithi at Municipal level</li> <li>2. Awareness programmes</li> <li>3. Coordination with Janamithri Police</li> <li>4. Set-up counselling centres</li> <li>5. Constitution of Dist. level plan of action for NIRBAYA</li> <li>6. Convergence of Depts. and Police and other NGHS</li> </ol> | <ol style="list-style-type: none"> <li>1. State level coordination and ;monitoring</li> <li>2. Policy decision</li> <li>3. Strict enforcement of laws</li> <li>4. Convergence of Depts.</li> </ol> |
|--|-------------|--|----|--|---|--|

| No     | Activity  | Allocation of Responsibilities among Local Governments   |   |   |  |  |
|--------|---|--|---|---|--|--|
|        |   | Grama Panchayat  | Block Panchayat   | District Panchayat  | Municipality/Corporation   | State  |
| (1)    | (2)   | (3)  | (4)   | (5)   | (6)  | (7)  |
| 17.3.2 | Juvenile Justice Administration - child rights. | <ol style="list-style-type: none"> <li>1. Identification of children under Juvenile Justice Act and create facilities to these children to develop educational and vocational artistic talents with the help of non governmental organisations.</li> <li>2. Create awareness on child rights, juvenile justice, adoption, foster care, sponsorship etc. and implement schemes in this regard.</li> <li>3. Organise child guidance clinics, create children recreation facilities etc.</li> </ol> | <ol style="list-style-type: none"> <li>1. Conduct balasabha annually for children below 18 years.</li> <li>2. Organise recreational activities for children like construction of children park, conducting excursions, trucking etc.</li> <li>3. Arrange awareness generating programmes in Child Rights Convention by utilising integrated child development scheme network. (Sector- wise mothers meeting, adolescent girls club etc.)</li> </ol> | <ol style="list-style-type: none"> <li>1. Monitoring and evaluation of juvenile justice functionaries.</li> <li>2. Coordination of juvenile justice activities.</li> <li>3. Constitute district advisory board to supervise all juvenile justice activities and to ensure child rights.</li> <li>4. Establish child rights clubs in all educational institutions.</li> <li>5. District level sensitization on Child Rights Convention to headmasters, parent teacher association representatives, students' leaders, National Cadet Corps etc.</li> </ol> | <ol style="list-style-type: none"> <li>1. Strengthen city level forum and constitute bala sabha</li> <li>2. Identification of children under Juvenile Justice Act and create facilities to these children to develop educational and vocational artistic talents with the help of non governmental organisations.</li> <li>3. Create awareness on child rights, juvenile justice, adoption, foster care, sponsorship etc. and implement schemes in this regard.</li> <li>4. Organise child guidance clinics, create children recreation facilities.</li> </ol> | <ol style="list-style-type: none"> <li>1. Rehabilitation and reintegration of children in difficult circumstances.</li> <li>2. Impart training to all functionaries such as judicial officers, government officers, non governmental organisations, police officers, social workers and other stakeholders and councilors of municipalities/corporations and members of panchayat.</li> <li>3. Establishment of institutions under Juvenile Justice Act and appoint all functionaries prescribed in Juvenile Justice Rules.</li> <li>4. Up gradation of existing institutional facilities in par with United Nations Standard Minimum Rules.</li> <li>5. Provide care facilities including the review of menu and curriculum activities with the help of experts.</li> </ol> |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i> |                        |                           |                                 |   |
|------------|-----------------|---|------------------------|---------------------------|---------------------------------|---|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i> | <i>District Panchayat</i> | <i>Municipality/Corporation</i> | <i>State</i>  |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>             | <i>(5)</i>                | <i>(6)</i>                      | <i>(7)</i>  |
|            |                 |   |                        |                           |                                 | <p>6. Constitution of juvenile justice boards and child welfare committees, juvenile police units.</p> <p>7. Upgrade non institutional services under the Juvenile Justice Act by providing telephone facilities, computers, infrastructures such as rooms and furniture for counseling to the probation officers in a phased manner.</p> <p>8. Formulate a comprehensive after care scheme.</p> <p>9. Formulate a training calendar and module for all functionaries.</p> <p>10. Monitor and evaluate all juvenile justice activities to facilitate an effective coordination convergence of services and concerted action.</p> <p>11. Arrange social auditing in juvenile justice Institutions.</p> |

| No     | Activity         | Allocation of Responsibilities among Local Governments  |  |   |   |  |
|--------|------------------|---|--|---|---|--|
|        |                  | Grama Panchayat   | Block Panchayat  | District Panchayat  | Municipality/Corporation  | State  |
| (1)    | (2)              | (3)   | (4)  | (5)   | (6)   | (7)  |
| 17.3.3 | Street children. | <ol style="list-style-type: none"> <li>1. Ensure free and compulsory education for all children up to 18 years.</li> <li>2. Effective enforcement of Child Labour Act and Juvenile Justice Act.</li> <li>3. Conduct survey for identifying at risk families.</li> <li>4. Take all efforts to re-enroll all drops out school with the help of Sarva Siksha Abhiyan.</li> </ol> | <ol style="list-style-type: none"> <li>1. Identify street children.</li> <li>2. Coordinate with grama panchayat for their developments.</li> </ol> | <ol style="list-style-type: none"> <li>1. Identify street children and integrate them into the community through voluntary organisations.</li> <li>2. Conduct awareness programmes to sensitize public on the problem of street children.</li> <li>3. Establish shelter homes.</li> </ol> | <ol style="list-style-type: none"> <li>1. Identify suitable non governmental organisations and other agencies for the rehabilitation of street children and providing with them adequate funds to run the programme.</li> <li>2. Implement effective repatriation of street children through networking of child lines in other states.</li> <li>3. Conduct survey in all corporation/ municipality.</li> <li>4. Awareness programmes for all functionaries.</li> <li>5. Conduct medical check up and issue health cards showing all details of child including photo in laminated form.</li> <li>6. Identification of at least one shelter home with facilities for food, clothing, counseling, medical aid, short term training etc.</li> </ol> | <ol style="list-style-type: none"> <li>1. Monitoring and evaluation.</li> <li>2. Start missing child bureau and missing child tracing web sites like missing child search, child net etc.</li> <li>3. Sensitisation programmes through visual media.</li> <li>4. Identify suitable non governmental organisations and provide them with adequate funds.</li> <li>5. Promote the child line activities and coordinate.</li> <li>6. Strict enforcement of child labour laws and Juvenile Justice Act.</li> </ol> |



## 18. PUBLIC WORKS AND TOWN PLANNING

| No   | Activity   | Allocation of Responsibilities among Local Governments   |  |   |   |       |
|------|--|--|--|---|---|-------|
|      |  | Grama Panchayat  | Block Panchayat  | District Panchayat  | Municipality/Corporation  | State |
| (1)  | (2)  | (3)  | (4)  | (5)   | (6)   | (7)   |
| 18.1 | New Works*<br>In conformity with the development plan/ spatial plan/ land use plan/ zoning regulations in force. The connectivity suggested by each local government should also be as per the restrictions imposed. The construction should not endanger the environment, and should aim at utilisation of local natural resources like water, water ways, waste land etc without causing damage to the environment and should be based on watershed development plans. | <ol style="list-style-type: none"> <li>1. Footpaths/ lanes less than 6m width</li> <li>2. Roads other than national highways and state highways</li> <li>3. Bridges, culverts</li> <li>4. Buildings</li> <li>5. Ferry service</li> <li>6. Storm water drainage</li> <li>7. Sewage disposal</li> <li>8. Burial ground/ crematorium</li> <li>9. Waiting shed/ parking space,</li> <li>10. Playground</li> <li>11. Natural calamities</li> <li>12. Waterways and canals</li> <li>13. Environment</li> <li>14. Public markets and slaughter houses</li> <li>15. Bathing ghat, washing ghat</li> <li>16. Public comfort station</li> <li>17. Habitat development</li> </ol> | <ol style="list-style-type: none"> <li>1. Roads other than national highways and state highways passing through more than one grama panchayat</li> <li>2. Bridges, culverts</li> <li>3. Buildings</li> <li>4. Natural calamities</li> <li>5. Housing adopting conventional methods as well as cost effective/ alternative technology utilising locally available materials.</li> <li>6. Wells and tube wells.</li> <li>7. Water supply and lift irrigation</li> <li>8. All other construction works coming under the development sectors transferred to local governments including soil conservation</li> </ol> | <ol style="list-style-type: none"> <li>1. Construction and maintenance of all district roads other than major district roads</li> <li>2. Construction and maintenance of bridges, culverts on the roads</li> <li>3. Construction and maintenance of buildings for transferred institutions</li> <li>4. Construction and maintenance of stadium, playground</li> <li>5. Natural calamities.</li> <li>6. Housing adopting conventional methods as well as cost effective/ alternative technology utilising locally available materials</li> <li>7. Wells and tube wells.</li> <li>8. Water supply, minor irrigation and lift irrigation.</li> </ol> | <ol style="list-style-type: none"> <li>1. Footpaths/ lanes less than 6m width</li> <li>2. Roads other than national highways and state highways</li> <li>3. Bridges, culverts</li> <li>4. Buildings</li> <li>5. Ferry service</li> <li>6. Storm water drainage</li> <li>7. Sewage disposal</li> <li>8. Burial ground/ crematorium</li> <li>9. Waiting shed/ parking space</li> <li>10. Stadia, playground</li> <li>11. Natural calamities,</li> <li>12. Waterways and canals</li> <li>13. Slum area improvement</li> <li>14. Environment</li> <li>15. Public markets and slaughter houses</li> <li>16. Bathing ghat, washing ghat</li> <li>17. Public comfort station</li> <li>18. Habitat development</li> </ol> | --    |

| No   | Activity                                 | Allocation of Responsibilities among Local Governments   |   |  |   |       |
|------|--|--|---|--|---|-------|
|      |  | Grama Panchayat  | Block Panchayat   | District Panchayat   | Municipality/Corporation  | State |
| (1)  | (2)                                      | (3)  | (4)   | (5)  | (6)   | (7)   |
|      |  | 18. Housing adopting conventional methods as well as cost effective/ alternative technology utilising locally available materials<br>19. Wells and tube wells<br>20. Water supply, minor irrigation and lift irrigation<br>21. All other construction works coming under the development sectors transferred to local governments including soil conservation. |   | 9. All other construction works coming under the development sectors transferred to local governments including soil conservation.   | 19. Housing adopting conventional methods as well as cost effective/ alternative technology utilising locally available materials<br>20. Wells and tube wells<br>21. Water supply, minor irrigation and lift irrigation<br>22. All other construction works coming under the development sectors transferred to local governments including soil conservation |       |
| 18.2 | Identification and selection of projects | Identification and selection of projects based on the felt needs considering the proposals of grama sabha and seminar. Selection should be based on a master plan/ perspective development plan, spatial plan and watershed development plan if any prepared   | Selection of projects from the prioritised lists received from grama panchayats and proposals approved at development seminar or/ and perspective plan prepared if any. Spatial distribution and watershed development plan also should be considered | Selection of projects from the prioritised lists received from grama panchayats and block panchayats and approved at development seminar or/ and perspective plan prepared if any. Spatial distribution and watershed development plan also should be considered | Selection of projects from the prioritised lists received from the ward sabhas/ ward committees and approved at development seminar or/ and perspective plan prepared if any. Spatial distribution and watershed development plan also should be considered   |       |

| No   | Activity  | Allocation of Responsibilities among Local Governments   |  |  |  |       |
|------|---|--|--|--|--|-------|
|      |   | Grama Panchayat  | Block Panchayat  | District Panchayat   | Municipality/Corporation   | State |
| (1)  | (2)   | (3)  | (4)  | (5)  | (6)  | (7)   |
| 18.3 | Administrative sanction   | Irrespective of the estimate amount of the project   | Irrespective of the estimate amount of the project   | Irrespective of the estimate amount of the project   | Irrespective of the estimate amount of the project   | --    |
| 18.4 | Allocation of funds   | As provided for in the budget  | As provided for in the budget  | As provided for in the budget  | As provided for in the budget  | --    |
| 18.5 | Investigation , design, preparation of plans, estimates and project reports | By the engineering staff in the grama panchayat or by the private engineers engaged by the grama panchayat   | By the engineering staff in the block panchayat  | By the engineering staff in the district panchayat   | By the engineering staff in the municipality/ corporation  | --    |
| 18.6 | Technical sanction  | 1. By the technical committee at the block level subject to financial limit<br>2. By the district level technical committee in case the financial limit exceeds. | 1. By the technical committee at the block level subject to financial limit<br>2. By the district level technical committee in case the financial limit exceeds. | By the technical committee at the district level   | By the technical committee at the municipal/ corporation level subject to financial limit  | --    |
| 18.7 | Implementation  | 1. Through beneficiary committee subject to financial ceiling<br>2. Deposit work/ direct execution<br>3. By tenders/ through accredited agencies                 | 1. Through beneficiary committee subject to financial ceiling<br>2. Deposit work/ direct execution<br>3. By tenders/ through accredited agencies                 | 1. Through beneficiary committee subject to financial ceiling<br>2. Deposit work/ direct execution<br>3. By tenders/ through accredited agencies | 1. Through beneficiary committee subject to financial ceiling<br>2. Deposit work/ direct execution<br>3. By tenders/ through accredited agencies | --    |

| <i>No</i>  | <i>Activity</i>                                   | <i>Allocation of Responsibilities among Local Governments</i>  |  |  |  |              |
|------------|---|--|--|--|--|--------------|
|            |   | <i>Grama Panchayat</i>   | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>  | <i>(3)</i>   | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 18.8       | Procurement of materials                          | 1. Bitumen to be procured and supplied as per government instruction from time to time.<br>2. All other materials by implementing agencies<br>3. Quality assurance by experts, and by the technical committees | 1. Bitumen to be procured and supplied as per government instruction from time to time.<br>2. All other materials by implementing agencies<br>3. Quality assurance by experts, and by the technical committees | 1. Bitumen to be procured and supplied as per government instruction from time to time.<br>2. All other materials by implementing agencies<br>3. Quality assurance by experts, and by the technical committees | 1. Bitumen to be procured and supplied as per Government instruction from time to time.<br>2. All other materials by implementing agencies<br>3. Quality assurance by experts, and by the technical committees | --           |
| 18.9       | Mobilisation of resources<br>(a) Voluntary labour | For projects of grama panchayats wherever feasible   | With the help of grama panchayats  | With the help of grama panchayats  | For projects of municipality/ corporation wherever feasible  | --           |
|            | (b) Land  | 1. By free surrender/ acquisition<br>2. By transfer of government land   | 1. By free surrender with the help of grama panchayat/ acquisition<br>2. By transfer of government land  | 1. By free surrender with the help of grama panchayat/ acquisition<br>2. By transfer of government land  | 1. By free surrender/ acquisition<br>2. By transfer of government land   | --           |
|            | (c) Cash  | Collection and remittance in panchayat fund before actual implementation   | Collection and remittance in panchayat fund before actual implementation   | Collection and remittance in panchayat fund before actual implementation   | Collection and remittance in municipal/ corporation fund before actual implementation  | --           |
| 18.10      | Monitoring  | As per guidelines issued from time to time   | As per guidelines issued from time to time   | As per guidelines issued from time to time   | As per guidelines issued from time to time   | --           |

| <i>No</i>  | <i>Activity</i>                    | <i>Allocation of Responsibilities among Local Governments</i>   |  |  |  |              |
|------------|------------------------------------|---|--|--|--|--------------|
|            |                                    | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>  | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                         | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>   | <i>(7)</i>   |
| 18.11      | Measurement                        | 1. By the engineers in grama panchayat if available or by engineers in block panchayats or in their absence, by members of technical committee.<br>2. For the works undertaken by accredited agencies by the engineers of such agencies | 1. By the engineers in block Panchayat or in their absence, by members of technical committee.<br>2. For the works undertaken by accredited agencies by the engineers of such agencies | 1. By the engineers in district panchayat or in their absence by members of technical committee.<br>2. For the works undertaken by accredited agencies by the engineers of such agencies | 1. By the engineers in the municipality/ corporation or in their absence, by members of technical committee.<br>2. For the works undertaken by accredited agencies by the engineers of such agencies | --           |
| 18.12      | Check measurement and test check   | By competent superior engineers in grama panchayat/ block panchayat   | By competent superior engineers in block panchayat   | By competent superior engineers in district panchayat  | By competent superior engineers in municipality/ corporation   | --           |
| 18.13      | Payment                            | For all works arranged by grama panchayat   | For all works arranged by block panchayat  | For all works arranged by district panchayat   | For all works arranged by municipality/ corporation  | --           |
| 18.14      | Evaluation of utility and benefits | By grama panchayat  | By grama panchayats and block panchayat  | By grama panchayat/ block panchayat and district panchayat   | By municipality/ corporation   | --           |

| <i>No</i>  | <i>Activity</i>                          | <i>Allocation of Responsibilities among Local Governments</i>   |  |  |   |              |
|------------|--|---|--|--|---|--------------|
|            |  | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>   | <i>District Panchayat</i>  | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>                               | <i>(3)</i>  | <i>(4)</i>   | <i>(5)</i>   | <i>(6)</i>  | <i>(7)</i>   |
| 18.15      | Maintenance, upkeep and repair of assets | 1. Maintenance of road register and updating<br>2. Maintenance and updation of asset register (own and transferred)<br>3. Preparation of plan for annual maintenance and routine repairs. Raising funds, donations and other means for maintenance of community assets<br>4. Allocation of plan funds for special repairs<br>5. Prevention and eviction of encroachments from road puramboke, vigilance against misuse, encroachment, damage and loss to assets | 1. Maintenance of road register and updating<br>2. Maintenance and updation of asset register (own and transferred)<br>3. Preparation of plan for annual maintenance and routine repairs. Raising funds, donations and other means for maintenance of community assets<br>4. Allocation of plan funds for special repair<br>5. Vigilance against misuse, encroachment, damage and loss to assets | 1. Maintenance of road register and updating<br>2. Maintenance and updation of asset register(own and transferred)<br>3. Preparation of plan for annual maintenance and routine repairs. Raising funds, donations and other means for maintenance of community assets<br>4. Allocation of plan funds for special repairs.<br>5. Vigilance against misuse, encroachment, damage and loss to assets<br>6. Lease and transfer of assets as per rules, collection of rent, fees from users | 1. Maintenance of road register and updating<br>2. Maintenance and updation of asset register (own and transferred)<br>3. Preparation of plan for annual maintenance and routine repairs. Raising funds, donations and other means for maintenance of community assets<br>4. Allocation of plan funds for special repairs.<br>5. Prevention and eviction of encroachments from road purambokes, vigilance against misuse, encroachment, damage and loss to assets | --           |

| <i>No</i>  | <i>Activity</i> | <i>Allocation of Responsibilities among Local Governments</i>   |   |                           |   |              |
|------------|-----------------|---|---|---------------------------|---|--------------|
|            |                 | <i>Grama Panchayat</i>  | <i>Block Panchayat</i>  | <i>District Panchayat</i> | <i>Municipality/Corporation</i>   | <i>State</i> |
| <i>(1)</i> | <i>(2)</i>      | <i>(3)</i>  | <i>(4)</i>  | <i>(5)</i>                | <i>(6)</i>  | <i>(7)</i>   |
|            |                 | <p>6. Maintenance of a register for reformation charges, its collection and timely restoration of surface damaged by trench cutting, rising of hoardings, arches etc.</p> <p>7. Coordination of the activities of the various departments which undertake trench cutting for restoration of surface within a specified period, shifting of posts of over head lines etc.</p> <p>8. Lease and transfer of assets as per rules, collection of rent, fees from users</p> | <p>6. Lease and transfer of assets as per rules, collection of rent, fees from users.</p> |                           | <p>6. Maintenance of a register for reformation charges, its collection and timely restoration of surface damaged by trench cutting, rising of hoardings, arches etc.</p> <p>7. Coordination of the activities of the various departments which undertake trench cutting for restoration of surface within a specified period, shifting of posts of over head lines etc.</p> <p>8. Lease and transfer of assets as per rules, collection of rent, fees from users</p> |              |

| No    | Activity         | Allocation of Responsibilities among Local Governments  |   |   |   |   |
|-------|------------------|---|---|---|---|---|
|       |                  | Grama Panchayat   | Block Panchayat   | District Panchayat  | Municipality/Corporation  | State   |
| (1)   | (2)              | (3)   | (4)   | (5)   | (6)   | (7)   |
| 18.16 | Spatial planning | 1. Collection of data, survey, mapping with state support.<br>2. Stakeholder discussion<br>3. Preparation of plan, approval<br>4. Enforcement<br>5. Implementation of programmes<br>6. Monitoring | Implementation of projects appropriate to the block panchayat | 1. Collection of data, survey, mapping<br>2. Stakeholder discussion<br>3. Preparation of plan, approval<br>4. Enforcement<br>5. Implementation of programmes<br>6. Monitoring | 1. Collection of data, survey, mapping<br>2. Stakeholder discussion<br>3. Preparation of plan, approval<br>4. Enforcement<br>5. Implementation of programmes<br>6. Monitoring | 1. Collection of data, survey, mapping<br>2. Approval |

Notes: 1. For all grama panchayats, municipalities and corporations there should be a perspective development plan (long range plan) and development plan (annual plan) prepared in consultation with the Department of Town and Country Planning or through well experienced technical agencies by outsourcing as per the provisions of the legislation in force. The plan should interalia contain the following: land use pattern, zoning regulations, proposals for services like water supply, sanitation, drainage, transport and communication, power supply, health facilities, educational institutions, markets, garbage disposal and processing, sports and recreation etc.

2. An integrated approach is to be adopted. Sectoral priorities for a particular local government have to be based on the development plan for the local governments and Inter sectoral priorities have to be integrated to achieve optimum development.

3. Development Authorities have to be stopped as they endanger the decentralisation process or should be asked to coordinate the activities of the local governments by clearly defining their roles and responsibilities

