

**Government of NCT of Delhi
Office of the Chief Secretary
5th Level, 'A' Wing Delhi Secretariat,
New Delhi- 110002
(Samajik Suvidha Sangam)**

No.238/MD/SSC/DDC/09-10/7121-38

Dated: 3/2/10

ORDER

In continuation of earlier order No.F.29/MD/SSS/ Advt./08-09/IInd/4018-1034 dated 9.2.2009 (copies enclosed) issued in this regard, by the Mission Convergence (Samajik Suvidha Sangam) following revised procedure is prescribed for submitting the applications for entitlements and sanctioning thereof under various schemes.

- i. The Area MLAs/MPs shall continue to recommend the cases of Old Age Pension Scheme/Window Pension Scheme/Financial Assistance for window's daughter's marriage/National Family Benefit Scheme as before. However no ceiling/quota shall apply. The applications recommended by the Area MLAs/MPs shall be submitted to the Deputy Commissioner of the concerned district. On receipt of applications from the Area MLAs/MPs, the Deputy Commissioner of the District shall get further necessary verifications of the applications done from GRC-SKs which shall after verification resubmit the applications to the Dy. Commissioner Office for further action.

- ii. The eligible/entitled persons and households shall also submit the applications for the entitlements under the above schemes directly to the GRC-SKs, After necessary scrutiny and verifications, the GRC-SKs shall submit the applications in the the Dy. Commissioner (DMU/DRC) for further action. The Dy. Commissioner Office shall send the cases related to the Old Age Pension Scheme/Window Pension Scheme/Financial Assistance for window's daughter's marriage/National Family Benefit Scheme to the Area MLA for his/her recommendations. The Area MLA shall, however, make his/her recommendations within a period of 30 days and send the cases back to the Office of Deputy Commissioner for taking further action. If any case is not received back in the office of the Dy. Commissioner within this period, it shall be presumed that the Area MLA has no objection to the sanctioning of the entitlements.

iii. The applications under the welfare schemes as per Annexure –I related to cash and kind entitlements shall be sanctioned by the District Entitlement Committee consisting of :

1. Chairman DDC or his nominee	Chairman
2. Dy. Commissioner of the District	Vice Chairman
3. District Mission Coordinator	Member Secretary
4. District Nodal Officer of the Concerned department.	Member
5. DRC Coordinator of the District	Member
6. Accounts Officer of the District	Member

Note: Chairman, District Entitlement Committee can consult other District Development Committee members, if needed.

(Rakesh Mehta)
Chief Secretary

Encl.: i) Annexure-1 (List of schemes)
ii) Common Application Form
iii) orders dt.25.09.08 & 9.2.09

To

1. Divisional Commissioner, GNCT of Delhi
2. Pr. Secretary (Health), GNCT of Delhi
3. Pr. Secretary to C.M.,GNCT of Delhi
4. Pr. Secretary to (Education),GNCT of Delhi
5. Secretary (UD), GNCT of Delhi
6. Secretary (GAD), GNCT of Delhi
7. Secretary (SW/WCD), GNCT of Delhi
8. Secretary (GAD), GNCT of Delhi
9. Secretary (Labour), GNCT of Delhi
10. Secretary (IT), GNCT of Delhi
11. Secretary (SC/ST), GNCT of Delhi
12. Commissioner, F&S, GNCT of Delhi
13. All DCs (Revenue)

Copy forwarded for information to:

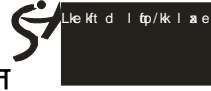
- i) All Members of Parliament, Delhi
- ii) All Members of Legislative Assembly, Delhi
- iii) Secretary to All Ministry/Parliament Secretary to C.M., GNCT of Delhi
- iv) OSD to Chief Secretary.
- v) PS tp Secretary (AR).

ANNEXURE-I

LIST OF SCHEMES WHICH WOULD BE SANCTIONED BY DISTRICT ENTILEMENT COMMITTEE

1. Scheme for Old Age Assistance
2. Unemployment Allowance to Disabled
3. Scheme of Assistance to Physically Handicapped Students
4. Schemes for provision of subsidized petrol/diesel for the disabled
5. National Family Benefit Scheme
6. Scheme of Financial Assistance for the Socially & Physically Handicapped Persons
7. Jan Shree Beema Yojana
8. Pension to windows
9. Financial assistance for the marriage of window's daughter and orphan girls
10. Delhi Ladli Scheme
11. Financial Assistance to SC/ST Pregnant & Lactating Mothers
12. BPL cards
13. Antyodaya Anna Yojana (AAY)
14. Mamta
15. Janani Suraksha Yojana
16. Delhi Arogya Nidhi
17. Education Loan for higher education
18. Financial assistance for destitute women
19. Financial assistance to T.B.Patients.

Note: The entitlements under all other schemes (e.g. SJSRY, RSBY, etc.) shall continue to be sanctioned by the Departments/DCs as before.



कल्याणकारी योजनाओं के लिए आवेदन पत्र

राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार

विधान सभा क्षेत्र संख्या:.....

आवेदन पत्र संख्या0:.....

दिनांक:.....

पासपोर्ट आकार का
फोटो यहां लगाए।

योजना का नाम जिसके लिए आवेदन किया जा रहा है:.....
विभाग का नाम:
जी. आर. सी.-सामाजिक सुविधा केन्द्र का नाम:
जी. आर. सी.-सामाजिक सुविधा केन्द्र का कोड संख्या:.....
सामाजिक सुविधा संगम सर्वे से प्राप्त रसीद संख्या:.....
आवेदक का नाम (हिन्दी और अंग्रेजी दोनों भाषाओं में भरें):..... लिंग:.....
पिता/माता/पति/अभिभावक का नाम:.....
अनुसूचित जाति/अनुसूचित जनजाति/अन्य पिछड़ा वर्ग/सामान्य:
जन्म तिथि:..... वर्तमान आयु:.....
निवास स्थान का पता: मकान सं0:..... गली/रोड सं0:..... ब्लॉक सं0:.....
झुग्गी बस्ती/कल्स्टर/पुनर्वास कालोनी/जे जे कालोनी/गांव का नाम:.....
इलाका:..... जिला:.....
पिन कोड:..... आसपास का पहचान का चिन्ह:.....
फोन नं0:..... दिल्ली में रहने की अवधि:.....
बैंक/पोस्टऑफिस की का नाम:.....
बैंक/पोस्टऑफिस की ब्रांच का नाम:.....
बैंक का एम.आई.आर./पोस्टऑफिस का डेस्टिनेशन कोड:.....
आवेदक का बैंक/पोस्टऑफिस खाता संख्या:.....
विकलांगता का प्रतिशत (:) (केवल विकलांग व्यक्तियों के लिए)

क. मैं सत्यापित करता हूँ/करती हूँ कि मैं समाज के निम्न कमजोर वर्ग के अर्न्तगत आता/ आती हूँ जो लागू होता है उस पर सही का () निशान लगाए:-

1. बुजुर्ग (आयु 60 से अधिक) () 2 विधवा () 3 महिला मुखिया (परिवार के पालन-पोषण की जिम्मेदारी)
4^प बच्चा मुखिया (परिवार के पालन-पोषण का जिम्मेदार) () 5 विकलांग () 6^प बेघर () 7. अन्य:

.....(कृपया स्पष्ट करें)

ख. मैं सत्यापित करता हूँ/करती हूँ कि मैं निम्न पेशागत कमजोर वर्ग के अर्न्तगत आता/ आती हूँ जो लागू होता है उस पर सही का () निशान लगाए:-

1. कूड़ा बीनने वाले () 2. निर्माण मजदूर () 3 पोर्टर्स और हमाल () 4 दिहाड़ी पर कार्य करने वाले अनियमित मजदूर () 5 सड़को पर खोमचे वाले/हैंकर्स () घर पर काम करने वाले अनियमित मजदूर () 7 साइकिल रिक्शाचालक () 8 घरों में चलने वाले छोटे उद्योगों में काम करने वाले अकुशन मजदूर () 9 घरेलू उद्योगों में काम करने वाले अकुशल मजदूर () 10 अन्य:

..... (कृपया स्पष्ट करें)

.....
नवम्बर 2009 में जारी

- () 60,000 रू0 से कम
() 1 लाख रू0 से कम

घ. मैं यह सत्यापित करता/करती हूँ कि आवेदन की गई योजना का लाभ मैं किसी भी (विभाग/केन्द्र/राज्य सरकार) द्वारा पहले से प्राप्त नहीं कर रहा/रही हूँ।

ङ. मेरे द्वारा दी गई सभी जानकारियां पूर्णतया सत्य है। अगर असत्य पाई गई तो सरकार मेरे खिलाफ कानूनी कार्यवाही कर सकती है।

आवेदक के के हस्ताक्षर/अंगूठे का निशान (दाहिने हाथ का/बाएं हाथ का)

आवेदक का नाम.....

घोषणा

सदस्य दिल्ली विधानसभा/संसद सदस्य द्वारा

मैं प्रमाणित करता हूँ/करती हूँ कि प्रार्थिणी द्वारा आवेदन-पत्र में दी गई सूचनाएं सत्य है। उपरोक्त सूचनाओं के आधार पर मैं प्रार्थिणी के आवेदन-पत्र की आर्थिक सहायता हेतु सफारिश करता/करती हूँ।

हस्ताक्षर व मोहर
(सदस्य दिल्ली विधानसभा/संसद सदस्य)

जी. आर. सी.-सामाजिक सुविधा केन्द्र कार्यालय प्रयोग के लिए

दिनांक:.....

दस्तावेज संलग्न है

जी. आर. सी.-सामाजिक सुविधा केन्द्र के कोआर्डिनेटर नाम..... मैं सत्यापित करता/करती हूँ कि उपरोक्त दी गई जाकारियों की जांच मैंने सामाजिक सुविधा संगम द्वारा जारी मार्गदर्शिका के अनुसार की है। मैं यह भी सत्यापित करता/करती हूँ कि मैंने उपरोक्त जानकारियों को सर्वे के डाटा से भी जांच लिया है।

जी. आर. सी.-सामाजिक सुविधा केन्द्र के कोआर्डिनेटर के हस्ताक्षर व मोहर

(कोआर्डिनेटर का पूरा नाम स्पष्ट शब्दों में लिखें)

विभागीय कार्यालय प्रयोग के लिए

दिनांक:.....

आवेदन पत्र संख्या0:.....

विभाग का नाम :

योजना का नाम :

स्वीकृत और अस्वीकृत :

अस्वीकृत का कारण :

टिप्पणी :

प्राप्ति रसीद (जी. आर. सी. द्वारा आवेदक को दी जायेगी)

दिनांक:.....

आवेदन पत्र संख्या0:.....

जी. आर. सी.-सामाजिक सुविधा केन्द्र का नाम :

आवेदक का नाम :

योजना का नाम जिसके लिए आवेदन पत्र भरा गया है :

टिप्पणी :

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE CHIEF SECRETARY**

No: F 5/SSS/CONV./AR-0708/1328-1448

Dated: 25th September, 2008

ORDER

Sub: Implementation of welfare entitlements through Mission Convergence (Samajik Suvidha Sangam)

In pursuance of Cabinet Decision No. 1372 dated 12/03/2008 a new scheme for facilitating the delivery of welfare entitlements has been launched under the name of "Samajik Suvidha Sangam". Further in pursuance of Cabinet Decision No. 1421 dated 14/07/2008, a uniform criterion has been adopted for welfare entitlements schemes and identification of the vulnerable families. The abstracts of the important decisions taken in this regard are as under:

- a) To adopt social and occupational vulnerability criteria for the identification of the urban vulnerable using proxy indicators of income.
- b) To start first round of door to door survey through the existing GRCs for data collection in the respective catchment areas.
- c) To conduct survey of other areas by the new GRCs to be selected.
- d) To adopt a common form, with common eligibility criteria and documentation.
- e) To provide easy access and availability of forms to the citizens through the District Resource Centres, Samajik Suvidha Kendras, Gender Resource Centres and all field officers of converging departments and their website.
- f) To dispense with all other criterion, which were being followed hitherto, before 1st January, 2009, so that all the nine Departments covered under the Samajik Suvidha Sangam (Mission Convergence) adopt the new criterion.
 1. Accordingly, an order No. F. 4/23/08/AR/8562 dated 27/08/08 was issued by the Administrative Reforms Department prescribing the guidelines to be adopted for the purpose of identification of vulnerable strata and the criteria for providing welfare entitlements by the nine departments covered under the scheme. (Annexue-1)
 2. It has further been decided by the Cabinet that a comprehensive survey should be conducted for identification of the vulnerable families based on the new criteria. In pursuance to this decision, a detailed programme for conducting the survey has been prepared. The Department of Community Health, St Stephen's Hospital has been engaged as a Central Coordination Unit. A District Control Unit (DCU) has been set up in each district. The Gender Resource Centers (GRC) working as Peripheral Survey Unit (PSU) at community level has been associated with this work. A list of the DCU and OSU is at Annexure-II.

3. It has been decided that the nine departments covered under the scheme shall get 2.5% sample of households surveys through the PSU for checking the integrity and quality of data and satisfying themselves about disbursement of entitlement to those covered by the survey.
4. The cabinet has also approved the rationalization of the existing welfare schemes of the nine departments covered by Mission Convergence vide decision No. 1451 dated 08/09/08 (Annexure-III) with the rider that the minimum residential criteria of 5 years, as prevalent for some of the schemes, should continue.
5. The steps taken for rationalization and the broad principles determining the same are as under:
 - a. Existing schemes of the nine departments have been mapped. The entitlements within each scheme have been mapped on one axis, with the vulnerable sections of Delhi on the other axis, with a focus to understand the suitability of each component of the scheme to meet the needs of the target population.
 - b. The gaps in the existing schemes to meet the needs of the vulnerable population have been identified, as per the new criteria approved by the Cabinet for a focused and priority coverage. The gaps were identified on the basis of whether it meets the basis needs and entitlements of the various groups. An attempt has been made to strengthen the entitlements in each of the schemes so that it would be more appropriate for the benefit of each section of vulnerable population.
 - c. Some of the schemes and entitlements due to their unsuitability to meet the basis needs are proposed to be wound up or schemes getting subsumed under more comprehensive entitlements have been merged. Merger of some schemes has been done in order to retain the focus of reaching out to the maximum number of vulnerable people. In addition, the coverage of certain schemes has been expanded for greater effectiveness and reach.
 - d. A progressive realization of these entitlements has been made in a manner that the most vulnerable receive the greatest priority.
6. The cabinet has also approved the setting-up of an apex institution in the form of a registered society to converge provisions of nutrition, hygiene and hot cooked meals for all the programmes of Govt. of NCT of Delhi. The Social Welfare Department shall be the nodal department for setting up such a agency, which would encourage active participation of Self Help Groups. a list of programmes is annexed (Annexure-IV)
7. In the light of the decisions of the Cabinet referred to above, the concerned nine departments are hereby directed to ensure compliance with the following directions:
 - a. Each of the nine departments shall issue appropriate order for adopting the new entitlement criteria for identification of beneficiaries for the programmes and schemes under their charge, so that the concerned officers and functionaries implement the same.
 - b. Each of the nine departments shall take appropriate action to implement their scheme and rationalize them in accordance with principles/guidelines/matrix as approved by the Cabinet as in Annexure -

- III. The departments, whose schemes are not incorporated in the matrix but are covered by Mission Convergence, shall take similar action, on the basis of these guidelines.
- c. Each of the nine departments shall take appropriate action for conducting test checks of the survey being carried out by the NGOs, running the GRCs for ensuring integrity and quality of the data.
 - d. Each of the nine departments shall work out a scheme matrix, pertaining to their department showing which scheme would correspond to the 'Vulnerable' and 'Most Vulnerable' being identified by the survey under the new criteria.
 - e. A common Application Form shall be devised by the PMU (Samajik Suvidha Sangam) which will be used for accessing any of the entitlements covered under the scheme of the concerned nine departments, keeping in view the common eligibility criteria. The form shall contain a list of all the entitlements covered under the convergence scheme, so that the applicant can tick mark the same. The form would seek the barest minimum information, essential to meet the criterion for accessing the required benefits. Information not required with the adoption of new criteria, shall be dispensed with. The form shall be devised in consultation with the concerned departments in a time bound manner so that the same can be adopted at the earliest.
 - f. The beneficiaries/applicants should be required to submit the minimum supporting documents, to stake his claim; other documents, hitherto being asked for, should be dispensed with keeping in view the new common eligibility criteria.
 - g. Each department shall take necessary action to cover the Central Government sponsored schemes, being implemented by them, by supplementing the financial requirements from the state government funds. Similar action needs to be taken in respect of other state funded schemes, so as to meet any enhanced demands.
8. The Social Welfare Department shall take immediate action for setting up a separate agency for bringing convergence of supplementary nutrition programme and other hot cooked meal programmes of various departments and for ensuring quality systems.
 9. Action taken report should be sent to Pr. Secretary (AR)/Managing Director (Samajik Suvidha Sangam) on a monthly basis so that the progress can be reviewed by the State Convergence Forum.

(Rakesh Mehta)
Chief Secretary

To

1. All concerned departments
2. All DCs of the nine Districts

Copy for information and necessary action to:-

1. All Pr. Secretary/Secretaries/Heads of Department, Govt of NCT of Delhi, New Delhi
2. Pr. Secretary to Lt. Governor/Chief Minister
3. Secretary to all Ministers
4. SO to Chief Secretary

(Rakesh Mohan)
Pr. Secretary (AR)

