

Gujarat

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Victor Mecwan, IAS
Director (ICDS)

Government of Gujarat

No. WCD/ICDS/MES/STRAP-RMPS/25520-22

**COMMISSIONERATE OF WOMEN AND
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Date : 14/08/2013

Sub: Supplementary STRAP for 2013-14 in respect of Induction Training on revised MIS in the State of Gujarat- Submission of proposal - Regarding

- Ref.**
1. Lr. No. 4-2/2004-ME (Vol-IV) of MWCD, GoI dated 28th March 2012 (*Release of Print-ready formats in Gujarati language*)
 2. Lr. No. 4-1/2012-ME of MWCD, GoI dated 28 August 2012 (*Guidelines for Induction Training of ICDS Functionaries*)

Dear Rajesh,

With ref. to the aforesaid subject it is submitted that the process of printing of revised MIS AWC registers has been completed in all districts. Translation of User's Manual has been done in Gujarati language. Translation and printing of Facilitators Manual and Reporting Formats (MPR & ASR) is in process and will be completed soon. Also five State Level Master Trainers have been trained by GoI in the month of June 2013.

As per the GoI guidelines dated 28 Aug 2012, a supplementary training action plan for induction training of ICDS functionaries on revised MIS at three levels along with 1-day orientation workshops has been prepared for a total estimated cost of Rs. 563.49 lakh and is enclosed herewith for your approval. As advised, we have used the existing norms of Induction Training of AWWs, Supervisors and CDPOs respectively for Level 1, 2 and 3 training on revised MIS.

I request you to kindly approve the supplementary STRAP for 2013-14 for an amount of Rs. 563.49 lakh and also release the budget at the earliest, so as to complete the induction training and roll-out of revised MIS in a time bound manner.

Yours faithfully,

(Victor Mecwan)

To,
Shri Rajesh Sharma
Under Secretary (Training)
ICDS Training Unit,
Ministry of Women and Child Development,
Govt. of India,
1st Floor, Janpath Hotel,
Janpath, New Delhi-110001

Enclosure: As above.

Copy to: For information-

1. Secretary cum Commissioner, Department of WCD, Govt. of Gujarat, Sachivalaya, Gandhinagar, Gujarat.
2. Dr. Saroj K. Adhikari, Asstt. Director (MIS), Ministry of WCD, Govt of India, 1st Floor, Janpath Hotel, Janpath, New Delhi 110 001.

Ref. Rajesh Sharma
14/8/13

Supplementary STRAP 2012-13 in respect of Induction Training on Revised MIS in ICDS

Name of the State: Gujarat

A. Summary of requirement of budgets

Table 1: Summary of budgetary requirement for Induction Training at three levels and orientation workshops on revised MIS

Level of Training	No. of phases & days	No. of persons to be trained/ oriented	No. of batches	Cost estimated by State (Rs. Lakh)	Remarks
Level 1: Induction Training of AWWs	4 phases Ph-1: 1 day (No cost for Ph-1) Ph-2: 4 days Ph-3: 2 days Ph-4: 2 days Total: 8 days	51035	2054 (batch size: 25)	528.72	Ref. Table 2
Level 2: Induction Training of Supervisors/select AWTC Instructors	2 phases Ph-1: 4 days Ph-2: 2 days	1806	76 (batch size: 25)	28.99 27.46	Ref. Table 3
Level 3: Induction Training of District Level Master Trainers	2 phase Ph-1: 4 days Ph-2: 2 days	160 80	7 (batch size :25)	3.01 1.87	Ref. Table 4
Level 2A: Orientation workshops for remaining DPOs/ACDPOs/CDPOs/MLTC/AWTC Instructors etc)	1 day	339	14 (batch size:25)	2.77	Ref. Table 5
TOTAL		53076	2140	563.49	500.82

B. Status of Manpower positions with regards to MIS training

No. of State level Master Trainers (SLMTs): 5 (list attached-"Annexure-1")

Sl.No.	Functionaries	Sanctioned	In-position as on 31 st March 2013	No. of persons proposed for induction training
1	AWWs	52137	51035	51035
2	Supervisors	2199	1910	1910
2	CDPOs/ACDPOs	336	264	264
3	DPOs	26	26	26
4	MLTC Instructors	3	2	2
4	AWTC Instructors	60	56	56

Table-2
Level 1 - Induction training of AWWs on revised MIS

- No. of trainees (AWWs): **51035**
- No. of batches: 2054 [Batch size: 25 or 30 (max)]
- Total no. of days: **8**
- No. of phases: 4 [Ph-1, 1 day, no cost; Ph-2: 4 days; Ph-3: 2 days; Ph-4: 2 days]
- No. of trainers per batch: 2 Supervisors
- Non-residential
- Venue: Sector

Cost table

Sl. No.	Item of expenditure	Suggested Norms <i>(based on the existing GoI Guidelines for Induction Training of Supervisors, April 2009)</i>	Calculation	Total estimated cost (Rs. Lakh)
1	Food cost for trainees	@ Rs. 50/- per trainee per day	51035 X 50 X 8 days	204.14 ✓
2	TA to Trainees	@ Rs 50/- per trainee per day	51035 X 50 X 8 days	204.14 ✓
3	TA/Honorarium to Trainers	@ Rs. 2500 per batch <i>(all phases together)</i>	2054 X 2500	51.35
4	Training Materials to each participant <i>(pen, pencil, folder, writing pad, etc)</i>	@ Rs. 75/- per trainee <i>(one time for all phases)</i>	51035 X 75	38.27 ✓
5	Contingency	@ Rs. 1,500/- per batch <i>(all phases together)</i>	2054 X 1500	30.81 ✓
Total (Level -1)				528.71 ✓

Table-3
Level 2: Training of Trainers - Induction training of Supervisors (+ Select AWTC Instructors)

- No. of trainees : **1806**
- No. of batches: 76 [Batch size: 25/ or 30 (max)]
- Total no. of days: **6**
- No. of phases: 2 [Ph-1: 4 days; Ph-2: 2 days]
- No. of trainers per batch: **3 DLMFs**
- Residential
- Venue: Block level

Cost table

Sl. No.	Item of expenditure	Suggested Norms <i>(based on the existing GoI Guidelines for Induction Training of Supervisors, April 2009)</i>	Calculation	Total estimated cost (Rs. Lakh)
1	TA to Trainees*	@ Rs 200/- per trainee per phase	1806 X 200 X 2 phases	7.22 ✓
2	Boarding & Lodging to trainees (**)	@ Rs. 120/- per trainee per day	1806 X 120 X 6 days	13.00
3	TA to Trainers (3) (*)	@ Rs 500/- per person per phase	76 X 3 X 500 X 2 phases	2.28
4	Boarding & lodging of Trainers (**)	@ Rs. 120/- per day per person	76 X 3 X 120 X 6 days	1.64
5	Training Materials to each participant (pen, pencil, folder, writing pad, User's manual etc)	@ Rs. 100/- per trainee (one time for 2 phases)	1806 X 100	1.80
6	Contingency	@ Rs. 2,000/- per batch per phase	76 X 2000 X 2 phases ✓	3.04
Total (Level-2)				28.99

1.52

* As per entitlement or subject to actual whichever is less
 ** As per official entitlement

27.46

Table-4
Level 3: Training of Trainers – Induction Training of District level Master Facilitators (DLMFs)

- Total no. of trainees (DLMFs) : 160 ⁸⁰
- No. of batches: 7 [Batch size: 25 or 30 (max)]
- Total no. of days: 6
- No. of phases: 2 [Ph-1: 4 days; Ph-2: 2 days]
- No. of trainers per batch: 3 SLMTs
- Residential
- Venue: Division/District level

Cost table

Sl. No.	Item of expenditure	Suggested Norms (based on the existing GoI Guidelines for Induction Training of Supervisors, April 2009)	Calculation	Total estimated cost (Rs. Lakh)
1	TA to Trainees*	@ Rs 200/- per trainee per phase	⁸⁰ 160 X 200 X 2 phases	0.64 0.32
2	Boarding & Lodging of trainees (**)	@ Rs. 120/- per trainee per day	⁸⁰ 160 X 120 X 6 days	1.15 0.58
3	TA to Trainers (3) (*)	@ Rs 500/- per person per phase	³ 7 X 3 X 500 X 2 phases	0.21 0.09
4	Boarding & lodging of Trainers (**)	@ Rs. 120/- per day per person	³ 7 X 3 X 120 X 6 days	0.15 0.65
5	Training Materials to each participant (pen, pencil, folder, writing pad, Training Manual, spiral bound formats etc)	@ Rs. 100/- per trainee (one time for 2 phases)	⁸⁰ 160 X 100	0.16 0.08
6	Contingency	@ Rs. 5,000/- per batch per phase	³ 7 X 5000 X 2 phases	0.70 0.15
Total (Level-3)				3.01

* As per entitlement or subject to actual whichever is less

** As per official entitlement

1.87

Table-5
Level 2A: 1-day Orientation Workshop on revised MIS

- Total no. of participants : 339
- No. of batches: 14 [Batch size: ~~40~~ 25]
- Duration: 1 day
- No. of trainers per batch: 2 SLMTs
- Non-Residential
- Venue: State HQs/Division/District level

Cost table

Sl. No.	Item of expenditure	Suggested Norms	Calculation	Total estimated cost (Rs. Lakh)
1	TA to participants (*)	@ Rs 200/- per trainee	339 X 200	0.68 ✓
2	Lunch to participants	@ Rs. 120/-	339 X 120	0.40 ✓
3	TA to Trainers (2) (*)	@ Rs 500/- per person	14 X 2 X 500	0.14 ✓
4	Training Materials to each participant (pen, pencil, folder, writing pad, copies of spiral bound AWC Register formats, MPRs/ASRs, User's Manual, etc)	@ Rs. 250/- per participant	339 X 250	0.84 ✓
5	Contingency	@ Rs. 5,000/- per batch	14 X 5000	0.70
Total (Level-2A)				2.77

* As per entitlement or subject to actual whichever is less