

**Government of Rajasthan**  
**Directorate Integrated child development Scheme (ICDS)**  
**2, Jalpath Gandhi Nagar, Rajasthan, Jaipur**

File No. F 7 ( ) training/MIS/ICDS/13 ) 25587

Jaipur, Date 22.03.2013

From

The Director,  
ICDS,  
Women and Child Development,  
Government of Rajasthan.

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

**Sub : Supplementary STRAP for 2012-13 in respect of Induction Training on revised MIS in the State of Rajasthan- Submission of proposal -- Regarding**

Sir,

- Ref.** 1. Lr. No. 4-1/2012-ME of MWCD, GoI dated 10<sup>th</sup> May, 2012 (*Release of Print-ready formats in Hindi Language*)  
2. Lr. No. 4-1/2012-ME of MWCD, GoI dated 28 August 2012 (*Guidelines for Induction Training of ICDS Functionaries*)

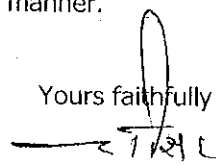
With ref. to the aforesaid subject it is submitted that the process of printing of revised MIS formats (AWC registers and Reports) has been initiated and it is expected that the printing will be completed by Sept-Oct 2013.

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. 672.353 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 2012-13 for an amount of Rs. 672.353 lakh and also release the budget at the earliest, so as to complete the induction training in a time bound manner.

Yours faithfully



(Ajay Singh Chittora)

Director

Integrated Child Development Scheme (ICDS)  
Rajasthan, Jaipur

Encl: As above.

*Copy:*

Dr. Saroj K. Adhikari, Asstt. Director (MIS), Ministry of WCD, Govt of India, 1<sup>st</sup> Floor, Janpath Hotel, Janpath, New Delhi 110 001 – with a request to organize training of the State level master Trainers (SLMTs) for which a list has already been communicated vide letter 03.10.2012.(copy enclosed)

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

**Name of the State: Rajasthan**

**A. Summary of requirement of budgets**

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

<i>Level of Training</i>	<i>No. of phases &amp; days</i>	<i>No. of persons to be trained/oriented</i>	<i>No. of batches</i>	<i>Cost estimated by State (Rs. Lakh)</i>	<i>Remarks</i>
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	61119	2445 (batch size: 25)	632.591	Ref. Table 2
Level 2: Induction Training of Supervisors/select AWTC Instructors	2 phases Ph-1: 4 days Ph-2: 2 days	XX 2227	XX 90 (batch size: 25)	35.413 33.613	Ref. Table 3
Level 3: Induction Training of District Level Master Trainers	2 phase Ph-1: 4 days Ph-2: 2 days	XX 99	X 4 (batch size: 25)	01.814 11.614	Ref. Table 4
Level 2A: Orientation workshops for remaining DPOs/ACDPOs/CDPOs/MLTC/AWTC Instructors etc)	1 day	XXX 350	XX 9 (batch size:40)	02.535	Ref. Table 5
<b>TOTAL</b>				<b>672.353</b>	<b>670.353</b>

**B. Status of Manpower positions with regards to MIS training**

No. of State level Master Trainers (SLMTs): 350

Sl.No.	Functionaries	Sanctioned	In-position as on JAN. 2013	No. of persons proposed for induction training
1	AWWs	61119	57941	61119
2	Supervisors	2197	1625	2197
2	CDPOs/ACDPOs	440	222	440
3	DPOs	33	18	33
4	MLTC Instructors	6	6	6
4	AWTC Instructors	60	60	60

Table-2

**Level 1 - Induction training of AWWs on revised MIS**

- No. of trainees (AWWs): **61119**
- No. of batches: **2445** [Batch size: 25 to 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**

<b>Sl. No.</b>	<b>Item of expenditure</b>	<b>Suggested Norms</b> <i>(based on the existing GoI Guidelines for Induction Training of Supervisors, April 2009)</i>	<b>Calculation</b>	<b>Total estimated cost (Rs. Lakh)</b>
1	Food cost for trainees	@ Rs. 50/- per trainee per day	61119 X 50 X 8 days	244.476 ✓
2	TA to Trainees	@ Rs 50/- per trainee per day	61119 X 50 X 8 days	244.476 ✓
3	TA/Honorarium to Trainers	@ Rs. 2500 per batch (all phases together)	<u>2425</u> X 2500 2445	61.125 ✓
4	Training Materials to each participant (pen, pencil, folder, writing pad, etc )	@ Rs. 75/- per trainee (one time for all phases)	61119 X 75	45.839 ✓
5	Contingency	@ Rs. 1,500/- per batch (all phases together)	<u>2425</u> X 1500 2445	36.675 ✓
<b>Total (Level -1)</b>				<b>632.591</b> ✓

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

- No. of trainees : **2197+30**
- No. of batches: **90** [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: District/ Block hq 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	2227 X 200 X 2 phases	8.908 ✓
2	Boarding & Lodging to trainees (**)	@ Rs. 120/- per trainee per day	2227 X 120 X 6 days	16.034 ✓
3	TA to Trainers (3) (*)	@ Rs 500/- per person per phase	90 X 3 X 500 X 2 phases	2.700 ✓
4	Boarding & lodging of Trainers (**)	@ Rs. 120/- per day per person	90 X 3 X 120 X 6 days	1.944 ✓
5	Training Materials to each participant (pen, pencil, folder, writing pad, User's manual etc )	@ Rs. 100/- per trainee (one time for 2 phases)	2227 X 100	2.227 ✓
6	Contingency	@ Rs. 2,000/- per batch per phase	90 X 2000 X 2 phases	3.600 ✓
<b>Total (Level-2)</b>				<b>35.413</b>

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

\*\* As per official entitlement

33.613

1800

**Facilitators (DLMFs)**

- Total no. of trainees (DLMFs) : **99**
- No. of batches: **4** [Batch size: 25 ]
- 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**

<b>Sl. No.</b>	<b>Item of expenditure</b>	<b>Suggested Norms</b> <i>(based on the existing GoI Guidelines for Induction Training of Supervisors, April 2009)</i>	<b>Calculation</b>	<b>Total estimated cost (Rs. Lakh)</b>
1	TA to Trainees*	@ Rs 200/- per trainee per phase	99 X 200 X 2 phases	0.396 ✓
2	Boarding & Lodging of trainees (**)	@ Rs. 120/- per trainee per day	99 X 120 X 6 days	0.713 ✓
3	TA to Trainers (3) (*)	@ Rs 500/- per person per phase	4 X 3 X 500 X 2 phases	0.120 ✓
4	Boarding & lodging of Trainers (**)	@ Rs. 120/- per day per person	4 X 3 X 120 X 6 days	0.086 ✓
5	Training Materials to each participant <i>(pen, pencil, folder, writing pad, Training Manual, spiral bound formats etc )</i>	@ Rs. 100/- per trainee <i>(one time for 2 phases)</i>	99 X 100	0.099 ✓
6	Contingency	@ Rs. 5,000/- per batch per phase	4 X 5000 X 2 phases	0.400 ✓
<b>Total (Level-3)</b>				<b>1.814</b>

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

\*\* As per official entitlement

0.200

1.614

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

- Total no. of participants : **350**
- No. of batches: **9** [Batch size: 40]
- Duration: 1 day
- No. of trainers per batch: **2 SLMTs**
- Non-Residential
- Venue: State HQs/Division/District level

**Cost table**

<b>Sl. No.</b>	<b>Item of expenditure</b>	<b>Suggested Norms</b>	<b>Calculation</b>	<b>Total estimated cost (Rs. Lakh)</b>
1	TA to participants (*)	@ Rs 200/- per trainee	350 X 200	0.700 ✓
2	Lunch to participants	@ Rs. 120/-	350 X 120	0.420 ✓
3	TA to Trainers (2) (*)	@ Rs 500/- per person	9 X 2 X 500	0.090 ✓
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	350 X 250	0.875 ✓
5	Contingency	@ Rs. 5,000/- per batch	9 X 5000	0.450 ✓
<b>Total (Level-2A)</b>				<b>2.535</b>

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