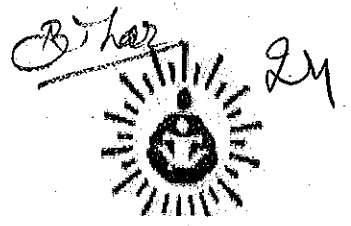




Government of Bihar  
Integrated Child Development Services (ICDS) Directorate  
(Social Welfare Department)

2<sup>nd</sup> Floor, Indira Bhawan, R.C.Singh Road, Patna-800001, Bihar  
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File No:- **ICDS/45025/1-2013/ 3514** Dated:-...**17/07/2013**

From,

Bandana Preyashi, I.A.S.  
Director.

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 : Induction Training Plan for Roll-out of Revised MIS in the State of Bihar– Submission of proposal – Regarding**

- Ref.**
1. Lr. No. 4-1/2012-ME of MWCD, GoI dated 28 March 2012
  2. Lr. No. 4-1/2012-ME of MWCD, GoI dated 27.09.2012 (Release of print-ready formats)
  2. Lr. No. 4-1/2012-ME of MWCD, GoI dated 28 August 2012 (*Guidelines for Induction Training of ICDS Functionaries*)

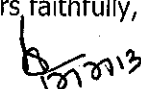
Sir,

With ref. to the aforesaid subject it is submitted that after receipt of the State-specific print-ready MIS formats from the Govt of India, the process of printing of the same (AWC registers and Reports) has been initiated, as per the GoI Guidelines and specifications and is expected to be completed by 31.07.2013.

As part of the roll-out process and as per the GoI guidelines dated 28 Aug 2012, a State-wide 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. **8,61,32,225/-** 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. The State level Master Trainers (SLMTs) from the State have since been trained by the Central MIS Team of MWCD, Govt. of India on 20-21 May 2013 at Patna and we are in the process of the training the next level of training.

I request you to kindly approve the Induction Training Action Plan for Revised MIS 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,

  
(Bandana Preyashi)  
Director

**Supplementary STRAP 2013-14 in respect of Induction Training on Revised MIS in ICDS**

Name of the State: Bihar

**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	91677	3667 (batch size: 25)	80770825 <b>11,37,79,825.00</b>	Ref. Table 2
Level 2: Induction Training of Supervisors/select AWTC Instructors	2 phases Ph-1: 4 days Ph-2: 2 days	3287	132 (batch size: 25)	5219260 <b>49,55,260.00</b>	Ref. Table 3
Level 3: Induction Training of District Level Master Trainers	2 phase Ph-1: 4 days Ph-2: 2 days	120	4 (batch size: 30)	106240 <b>86,240.00</b>	Ref. Table 4
Level 2A: Orientation workshops for remaining DPOs/ACDPOs/CDPOs/MLTC/AWTC Instructors etc)	1 day	37	1 (batch size:40)	35900	Ref. Table 5
<b>TOTAL</b>				<b>86132225</b>	<b>11,88,48,225.00</b>

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

1188.482 (Lacs)

No. of State level Master Trainers (SLMTs): 14 (max 6-8) list to be attached

Sl.No.	Functionaries	Sanctioned	In-position as on 01.07.2013	No. of persons proposed for induction training
1	AWWs	91677	77622	91677 *
2	Supervisors	3287	2833	3287 *
3	CDPOs/ACDPOs	544	502	0
4	DPOs	38	38	38
5	MLTC Instructors	9	4	0
6	AWTC Instructors	288	116	0

\*- recruitment is going on to fill vacant posts. Vacant position will be filled shortly.

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

- No. of trainees (AWWs): **91677**
- No. of batches: **3667** [Batch size: 25]
- 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. 75/- per trainee per day	91677 X 75 X 8 days	55006200 ✓
2	Food cost for trainers	@ Rs. 75/- per trainers per day	3667 X 75 X 2	550050 ✓
3	TA to Trainees	@ Rs 50/- per trainee per day	91677 X 50 X 8 days	3670800 ✓ 3,66,70,800.00
4	TA/Honorarium to Trainers	@ Rs. 2500 per batch (all phases together)	3667 X 2500	9167500 ✓
5	Training Materials to each participant (pen, pencil, folder, writing pad, etc)	@ Rs. 75/- per trainee (one time for all phases)	91677 X 75	6875775 ✓
6	Contingency	@ Rs. 1,500/- per batch (all phases together)	3667 X 1500	5500500 ✓
<b>Total (Level -1)</b>				<b>80770825</b> ✓

11,37,70,825.00

1137.708 (in lakhs)

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


- No. of trainees : **3287**
- No. of batches: **132** [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 DLMFs**
- Residential
- Venue: Block 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	3287 X 200 X 2 phases	1314800
2	Boarding & Lodging to trainees (**)	@ Rs. 120/- per trainee per day	3287 X 120 X 6 days	2366640
3	TA to Trainers (3) (*)	@ Rs 500/- per person per phase	132 X 3 X 500 X 2 phases	396000
4	Boarding & lodging of Trainers (**)	@ Rs. 120/- per day per person	132 X 3 X 120 X 6 days	285120
5	Training Materials to each participant (pen, pencil, folder, writing pad, User's manual etc )	@ Rs. 100/- per trainee (one time for 2 phases)	3287 X 100	328700
6	Contingency	@ Rs. 2,000/- per batch per phase	132 X 2000 X 2 phases	528000
<b>Total (Level-2)</b>				<b>5219260</b>

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

\*\* As per official entitlement

  
 49,55,260.00  
 49.552 (in Lakh)

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

- Total no. of trainees (DLMFs) : **120**
- No. of batches: **4** [Batch size: 30]
- 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 <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	30 X 200 X 2 phases	12000 ✓
2	Boarding & Lodging of trainees (**)	@ Rs. 120/- per trainee per day	30 X 120 X 6 days	21600 ✓
3	TA to Trainers (3) (*)	@ Rs 500/- per person per phase	4 X 3 X 500 X 2 phases	12000 ✓
4	Boarding & lodging of Trainers (**)	@ Rs. 120/- per day per person	4 X 3 X 120 X 6 days	8640 ✓
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>	120 X 100	12000 ✓
6	Contingency	@ Rs. 5,000/- per batch per phase	4 X 5000 X 2 phases	40000 ✓
<b>Total (Level-3)</b>				<b>106240</b>

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

\*\* As per official entitlement

↓

40000 20,000 ✓  
86,240 ✓  
0.862 (in lakh)

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

- Total no. of participants : **37**
- No. of batches: **1** [Batch size: 40]
- 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	37 X 200	7400
2	Lunch to participants	@ Rs. 250/-	45 X 250	11250
3	TA to Trainers (2) (*)	@ Rs 500/- per person	3 X 2 X 500	3000
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	37 X 250	9250
5	Contingency	@ Rs. 5,000/- per batch	1 X 5000	5000
<b>Total (Level-2A)</b>				<b>35900</b>

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

0.359 (in lakh)